



# WALGETT SHIRE COUNCIL

## AGENDA

19 February 2008

*Ray Kent*  
*General Manager*



10 February 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 Walgett Council Chambers **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 11 DECEMBER 2007**

December Minutes Attached

#### **1. SECRETARY – RESERVE TRUST MANAGEMENT’S REPORT**

- |    |                                     |       |
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| 1. | Acceptance of Reserve Trust Minutes | 21-22 |
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#### **2. ADMINISTRATOR’S REPORT**

No Reports Submitted

#### **3. GENERAL MANAGER’S REPORT**

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## **SHIRE OF WALGETT – MINUTES**

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No reports submitted

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Tables as a separate Agenda

## CONFIRMATION OF MINUTES – 11 DECEMBER 2007

The Draft Minutes of the Council Meeting held on 11 December 2007 were distributed to Council's Administrator.

### MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD IN COUNCIL CHAMBERS, WALGETT ON TUESDAY, 11 DECEMBER 2007 COMMENCING AT 10.00 am

#### PRESENT

Mr Vic Smith	Administrator
Mr Ray Kent	General Manager
Mr Alan Nelson	Manager Engineering
Mrs Emma Darcy	Manager Corporate Services
Miss Jodie Gates	Minute Secretary
Mr Ian Taylor	Projects Engineer

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

##### Mr Jack Baker – Confirmation of Minutes

Raised concern regarding the availability of Council minutes after a Council meeting. Mr Baker expressed his concern that at most other Council's the minutes of Council meetings are made available within a few days of the end of the meeting. Mr Baker expressed that our minutes are not being made available until after their adoption at the next Council meeting.

##### Shirley Mitchell – Welcome to the new General Manager

Mrs Shirley Mitchell wished to welcome Ray Kent as the new General Manager and look forward to working with Ray in the future.

**392/07 – Acceptance of Reserve Trust Minutes**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council endorse the resolutions of the Reserve Trust meetings held 11 December 2007.
2. That Council takes action to implement the resolutions of the Reserve Trusts.

Carried.

**393/07 – Delegation of Authority by Council**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council note the delegation to the Acting General Manager, Mrs Emma Darcy, of all powers and duties necessary to carry out the functions of that office under Section 335 of the Local Government Act 1993 for the period 1 December 2007 until 9 December 2007 with the exception of those functions listed under Section 377(1) of the Local Government Act 1993 as being beyond the power to delegate.

Carried.

**394/07 – Delegation of Authority by Council**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council delegates to the General Manager, Mr Raymond Kent, all powers and duties necessary to carry out the functions of that office under Section 335 of the Local Government Act 1993 with the exception of those functions listed under Section 377(1) of the Local Government Act 1993 as being beyond the power to delegate.

Carried.

**395/07 – Family Day Care Office**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council note the current status with the Walgett Shire Family Day Care Scheme.
2. That the scheme be reviewed in March 2008

Carried.

**396/07 – Request for financial support from Lightning Ridge Central School**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council resolve to make a donation equal to the value of the Development Application fees up to a maximum of \$560, for the covered outdoor learning area at Lightning Ridge Central School under Section 356 of the *Local Government Act 1993*, and that funds are provided from Council's Contingency account.

Carried.

**397/07 – Walgett Shire Council Staff Subsidy Policy**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council resolve to remove Policy D Human Resources 1D.3 – Conditions of Employment as stated below effective from 11 December 2007:

*ELECTRICITY*

*"That Council reimburse the connection fee and 20% of costs of household electricity to employees who have filled positions which require advertisements in the Sydney Morning Herald or Australian Local Government Job Directory."*

*The subsidy is to apply to designated positions within Council's staffing structures from time to time, subject to the incumbent attaining the maximum salary level pertaining to the position as identified by Council's salary system."*

*NOTE: The designated positions referred to in the above are as follows:*

*Finance Manager, Assistant Finance Manager, EDP Manager, Community Development Officer, Environmental Health/Building Officer, Projects Officer (Engineering).*

*C.M. 24.11.1997*

*TELEPHONE INCENTIVE*

*"That Council make the following reimbursements to those employees identified below:*

- (a) Those employees appointed to positions advertised in the Australian Local Government Job Directory and/or Sydney Morning Herald be reimbursed 25% of the cost of phone calls only.*

- (b) *Those employees appointed to the positions of General Manager and Chief Executives of Council's functions be reimbursed 75% of the cost of phone calls, and the Deputy Chief Executive of Technical Services be reimbursed 50% of the cost of telephone calls. Council to pay the cost of rentals and installation of telephones attached to these positions.*
- (a) *That Council not reimburse the cost of overseas telephone calls, with the exception of the General Manager and Chief Executives who may be required to make such calls.*

*The subsidy is to apply to designated positions within Council's staffing structures, from time to time, subject to the incumbent attaining the maximum salary level pertaining to the position as identified by Council's salary system."*

*NOTE: The designated positions referred to in the above are as follows:*

*Finance Manager, Assistant Finance Manager, EDP Manager, Community Development Officer, Environmental Health and Building Officer, Projects Officer (Engineering).*

*CM 24.11.1997*

#### **TELEPHONES IN RESIDENCES**

*"That Council contribute to the cost of telephone calls, rentals and installation where Council requires the employee to have a telephone connected for work purposes, such contribution to be made on the following basis:*

- a) Council to pay all installation and rental costs*
- b) Council to deduct an amount equivalent to twenty (20) local calls per week with the balance of the calls to be charged to the employee."*

*CM 24.11.1997*

2. That Council resolve to allow the existing Conditions of Employment relating to Electricity, Telephone Incentive and Telephones in Residences to apply to existing staff members who commenced their employment prior to 11 December 2007.
3. Employees who commenced their employment prior to 11 December 2007 may elect to review their conditions of employment in relation to Electricity, Telephone Incentive and Telephones in Residences and apply Walgett Shire Council Staff Subsidy Policy as adopted 11 December 2007 as agreed upon by the General Manager and the relevant employee.
4. That Council adopt Walgett Shire Council Staff Subsidy Policy as attached.



## **SHIRE OF WALGETT – MINUTES**

5. That Council resolve to review Walgett Shire Council Staff Subsidy Policy in December 2008.

Carried.

### **398/07 – Rowena Preschool Incorporated**

#### **RESOLUTION:**

It was resolved on the Motion of the Administrator that Council approve a change of project for the purchase of an aqua cooler to Rowena Preschool Incorporated's application for financial assistance under Walgett Shire Council Community Assistance Scheme and under Section 356 of the *Local Government Act* 1993.

Carried.

### **399/07 – Request for Financial Assistance – Lightning Ridge Christmas Street Light Competition**

#### **RESOLUTION:**

It was resolved on the Motion of the Administrator that Council pay \$150.00 from Members & Civic-Section 356 Donation to Week's Newsagency of Lightning Ridge to assist with the costs associated with their annual Christmas street light competition.

Carried.

### **400/07 – Request for Financial Assistance – Walgett Community College**

#### **RESOLUTION:**

It was resolved on the Motion of the Administrator that Council pay \$500 from Members & Civic - Section 356 Donation to Walgett Community College to assist with the costs associated with their bush tucker/vegetable garden.

Carried.

### **401/07 – Report on Rates and Charges – 30 November 2007**

#### **RESOLUTION:**

It was resolved on the Motion of the Administrator that the Report on Rates as at 30 November 2007 be received.

Carried.

**402/07 – Investment Report as at 30 November 2007**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that the Investment Report as at 30 November 2007 be received.

Carried.

**403/07 – Monthly Management Report as at 30 November 2007**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council note the Management Report for the period ending 30 November 2007.

Carried.

**404/07 – Clean Up Australia Day Project**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council receive and note the 2008 Clean up Australia project brief.
2. That Council allocate funding of \$1,100.00 from Manager Corporate Services Contingency Account for the purchase of seedlings for Clean up Australia Day 2008.
3. That Council consider a further allocation for Clean up Australia Day projects when determining the budget for 2008/2009.

Carried.

**405/07 – Playground Equipment within Walgett Shire**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council receive and note the report on playground equipment within Walgett Shire.
2. That Council immediately remove all playground equipment that has been identified as high risk in the 'Risk Assessment – Playground Equipment' report as attached.

Carried.

**406/07 – Request for Waiver on Loan – Walgett Swimming Club**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that the request from the Walgett Swimming club to waive the balance of the interest free loan advanced on 23 January 2003 be considered in the context of the formulation of 2008/2009 Budget.

Carried.

**407/07 – Walgett Shire Council Museum Advisor**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council receive and note the report to Walgett Shire Council and Museums and Galleries NSW dated December 2007 received from Richard Wesley.
2. That Council consider the recommendations contained in the report to Walgett Shire Council and Museums and Galleries NSW dated December 2007 received from Richard Wesley in December 2007 in the Management Plan 2008/2009 – 2012/2013.
3. That Council apply to Museum Planning Services Australia to further fund the provision of services supplied by Mr Richard Wesley.

Carried.

**408/07 – Organisation Structure**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

That Council endorse:

1. A second Assets Officer position within Walgett Shire Council's organisational structure.
2. Both Assets Officer positions and Customer Service Officer (Lands) report to the Project Engineer.

Carried.

**409/07 – Vacation Care - Walgett**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that subject to the concurrence of the Department of Community Services that Council agree to operate vacation care in Walgett from July 2008.

Carried.

**410/07 – Walgett Shire Community Service Report**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council receive and note the Community Liaison Officer's Report.

Carried.

**411/07 – Policy for the discharge of Liquid Trade Waste**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

That Walgett Shire Council resolve to:

1. Note the endorsement by the Department of Water and Energy of an operational policy titled the "Walgett Shire Council Policy for Discharge of Liquid Trade Waste to the Sewerage System".
2. Place the policy on public exhibition for a minimum of 42 days, as per the requirements of Section 160 of the Local Government Act 1993.

Carried.

**412/07 – 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 November 2007.

Carried.

**413/07 – Development Application 2007051-Walgett Shire Council**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Development Application 2007051 is deferred for until further investigation.

Carried.

**414/07 – Walgett Shire Growth Management Study and Draft Strategy**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

That Council resolve to:

1. Adopt and endorse the Walgett Shire Growth Management Study and Draft Strategy document, with the amendments proposed by Edge Land Planning in a document titled “Analysis of Submissions” which was prepared in November 2007.
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.
3. Prepare 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.
4. In accordance with Section 54 of the Environmental Planning and Assessment Act 1979, notify the Director General of the Department of Planning that Walgett Shire Council has resolved to prepare a Local.

Carried.

**415/07 – Development Application 2007054 – Walgett Shire Council**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that development Application 2007054 be approved subject to the following conditions:

**PRESCRIBED CONDITIONS OF DEVELOPMENT CONSENT**

As no “work” is to be undertaken there are no prescribed conditions of development consent under the Environmental Planning and Assessment Regulation 2000.

**CONDITIONS IMPOSED BY COUNCIL**

The following development consent conditions are imposed by Council.

## **SHIRE OF WALGETT – AGENDA**

### **GENERAL**

#### **Gen 010.**

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

Reason: To avoid breaching the requirements of any covenant.

#### **Gen 020.**

Any future development on the subject site or use of the subject land in a manner inconsistent with this development consent (approval) will require separate development consent to be obtained from council in writing prior to the commencement of any work.

Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979.

### **SUBDIVISION/CONSOLIDATION**

#### **Sub 040.**

That three lots are created by the subdivision of Lot 3433, DP 765722 and Lot 2607, DP 764635, one of about 13.67 hectares, one of about 409.3 hectares and the other about 58.31 hectares.

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

#### **Sub 041.**

Provision is to be made for legal access to Lot 65 DP 46643 as part of the subdivision process.

Reason: The plan submitted with the Development Application shows Lot 65 as being isolated from the cemetery access road. However the associated documentation states that the intent is to provide access to that lot.

#### **Sub 120.**

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 130.**

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

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

### **APPROVED PLANS**

#### **Pln 010.**

The development shall be implemented in accordance with:

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

except as amended by the conditions of this development consent.

## **SHIRE OF WALGETT – AGENDA**

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

### **FLOOD**

#### **Flo 010**

The applicant/owner is advised that the site is subject to inundation by floodwater to an unknown depth and velocity. You are advised to obtain your own expert advice as to the likely effects of such inundation.

Reason: To ensure the owner is advised of the impacts of flooding on the site and any precautions required to be taken.

Carried.

<b>416/07 – Remote Aerodrome Safety Programme</b>
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### **RESOLUTION:**

It was resolved on the Motion of the Administrator that representations be made to the Hon Reba Meagher MP, NSW Minister for Health, seeking the financial support of the NSW Government for an application from Council, under the 2008/09 Remote Aerodrome Safety Programme, to upgrade perimeter fencing at Lightning Ridge Aerodrome.

Carried.

<b>417/07 – Apprentice Training</b>
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### **RESOLUTION:**

It was resolved on the Motion of the Administrator that Council approve of arrangements, whereby a privately employed apprentice mechanic travels to block release training with Council's apprentice and shares accommodation on the understanding that there is no cost to Council stemming from this arrangement.

Carried.

<b>418/07 – Solid Waste Services – Asset Management Plan</b>
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### **RESOLUTION:**

It was resolved on the Motion of the Administrator that Council endorse the programme contained in this report to deliver a draft Asset management Plan for solid waste services in Walgett Shire by May 2008.

Carried.

**419/07 – Property Sale – Lot 954 Pandora Street, Lightning Ridge**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council notes the sale of Lot 954 Pandora Street, Lightning Ridge.

Carried.

**420/07 – Walgett Bore Baths**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council resolved to call for quotations for the supply and installation of a perimeter fence and the repair of the plumbing defects at Walgett bore baths.
2. That the General Manager be authorised to proceed with approval of works not exceeding \$40,000 to be funded from Council land sales.

Carried.

**421/07 – Cartage of Water – Grawin Opal Fields**

**RESOLUTION:**

It is resolved on the Motion of the Administrator that Council note new subsidy arrangements, which will remain in force until 30 June 2008, to cart water to the Grawin Opal Fields in times when local rainfall falls into the below average or worse category by the Bureau of Meteorology.

Carried.

**422/07 – REPAIR Programme – 2008/09**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council note the initial assessment of REPAIR Programme proposals submitted to the Roads and Traffic Authority for 2008/09.

Carried.



**423/07 – Walgett Swimming Pool – Admittance during School Hours**

**RESOLUTION:**

It is resolved on the Motion of the Administrator:

1. That a condition of entry to both Walgett and Collarenebri Swimming Pools be “School age children shall not be admitted during school hours (9am-3pm schooldays) except under adult supervision”.
2. Those local schools be notified of this amendment.

Carried.

**424/07 – Arthur Street Flats**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council note the sale of 12 Arthur Street, Walgett for a sale price of \$85,000.

Carried.

**425/07 – Community Water Grants – Round Three**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council note that a Community Water Grant has been made available to assist with the installation of water meters in the village of Rowena, and not Carinda as previously reported.

Carried

**426/07 – Property Sale – Lots 5, 6 7 and 8 DP 846336 – Lightning Ridge**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council set the reserve price for Lots 5, 6, 7 and 8 DP 846336 at the valuer General’s valuation figure plus administration costs, solicitor costs, acceptable margin not less than 15%, and agents commission.
2. Notwithstanding (1) above that Council authorise the Administrator and General Manager to sign, under seal the Contract Documentation for the sale of Lots 5, 6 7 and 8 DP 846336 to Mr James Haywood or his nominee.
3. That in the event that an offer for the land is received from a party other than Mr James Haywood or him nominee than Council may accept the offer provided that: (1) it is not less than the reserve price and; (2) Council has not already entered into a valid contract for sale with Mr Haywood or his nominee.

Carried.

**427/07 – Property Sale – Lot 33 DP 253488 Euroka Street - Walgett**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council notes the sale of Lot 33 DP 253488 located in Euroka Street, Walgett.

Carried.

**427a/07 – Property Sale – Lot 16 Section 9 DP 758262 - Collarenebri**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council note the sale of Lot 16 Section 9 DP 758262 Albert Street, Collarenebri.

Carried.

**427b/07 – Carols by Candlelight**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council receive this report and note the support of Collarenebri and Walgett Carols by Candlelight events.

Carried.

**428/07 – Local Area Traffic Committee Meeting – 15 November 2007**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Council receive and note the Minutes of the Local Area Traffic Control Meeting held on 15 November 2007.

Carried.

**429/07 – Camps on Claims working Group Meeting**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that Walgett Shire Council resolve to:

Note the report provided by the Manager Planning and Regulation, Matthew Goodwin, on his attendance as Walgett Shire Council's delegate at the Camps on Claims Working Group meeting held on 28 November 2007.

Carried.

**430/07 – 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 Manager Planning and Regulation, Matthew Goodwin, on his attendance as Walgett Shire Council's delegate at the Lightning Ridge Mining Board meeting held on 29 November 2007.

Carried.

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

**431/07 – Grange Securities Investment Update December 2007**

**RESOLUTION:**

It was resolved on the motion of the Administrator:

1. That Council rescind the resolution from the Closed Council meeting 20 November 2007

**RESOLUTION:**

*It was resolved on the Motion of the Administrator that Council withdraw all its investments with Grange Securities Limited immediately.*

*Carried*

2. That Council endorse the disposal of Adelaide Bank FRN and Elders Rural Bank Sub Dept, securities managed by Grange Securities for \$469,920 and \$467,300 respectively.
3. That Council continue to closely monitor the performance of securities managed by Grange Securities Limited.

Carried.

**432/07 – Lots 952 and 953 DP 872184**

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That lots 952 and 953 DP 872184 be sold as one parcel of land.
2. That a reserve for Lots 952 and 953 DP 872184 be established at the same reserve as Lot 954 DP 872184.
3. That the selling price for Lots 952 and 953 DP 872184 be set at \$55,000.

Carried.

<b>433/07 – Burren Junction Land</b>
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**RESOLUTION:**

It was resolved on the Motion of the Administrator that the sale price for Lots 2 and 3, Section 4, DP 758199 be set at \$2,000 per each lot.

Carried.

<b>434/07 – Offers for Land – Carinda and Come-by-Chance</b>
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**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That offers of \$750 each for Lots 1 and 2 Section 1 DP 758227 is accepted.
2. That an offer of \$500 for Lot 1 DP 203150 be accepted.

Carried.

The meeting closed at 10.20am

Confirmed by Council at its meeting on Tuesday, 19 February 2008.

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Administrator

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General Manager

**Recommendation**

**That the minutes of the Council meeting held on 11 December 2007 be confirmed**

<b>SECRETARY RESERVE TRUST, MANAGEMENT COMMITTEE REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 1

**Subject:** Acceptance of Reserve Trust Minutes

**Author:** Alan Nelson – Secretary of the Reserve Trust

**File No:** 021/11/01/03

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**Summary:**

This report recommends that Council accepts all the recommendations of the reserve trust meetings held 19 February 2008.

**Comments (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 3<sup>rd</sup> 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 19 February 2008.**
- 2. That Council takes action to implement the resolutions of the Reserve Trusts.**

<b>ADMINISTRATOR'S REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:**

**Subject:**

**Author:**

**File No:**

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No Reports submitted

<b>GENERAL MANAGER'S REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 2

**Subject:** Organisation Structure

**Author:** Bronwyn Newton –Coordinator Human Resources

**File No:** 295/01/07/00

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### **Summary**

This report recommends an amendment to be made Council's Organisational Structure to change the Position Titles of the following Manager positions to Director Titles as suggested:-

Manager, Planning and Regulation becomes Director, Planning and Regulatory Services

Manager, Engineering becomes Director, Infrastructure and Engineering Services

Manager, Corporate Services becomes Director, Corporate and Community Services

The report also recommends an amendment to Council's Organisational Structure to remove the Two Part Time Customer Service Officer roles from within the Records Department.

### **Comments (including issues and background)**

It is clear from the Position Descriptions that the Manager positions are not Managers' positions responsible solely for delivering programs and services under guidance. Each of the positions is responsible for initiating and driving action in respect of Council programs, for advising Council and being primary intermediaries between Council, on the one hand, the community and other public and private organisations on the other. It is considered that the title Director is more appropriate than Manager. Further, it is considered that the titles need to be elaborated to better indicate to those having dealings with Council, the scope of responsibility of each position.

It is requested that the Two Part Time Customer Service Officer roles located in the Records Department be removed from Council's Organisational Structure as the department is adequately staffed via the other positions within the department and via the use of Casual employees when required. It is advised that the Two Part Time Customer Service Officer roles have been vacant for several months which has not disrupted service delivery within this department.

### **Relevant Reference Documents**

Organisation Structure

Draft Consultative Committee Minutes – 06/02/2008



## **SHIRE OF WALGETT – AGENDA**

### **Stakeholders**

Walgett Shire Council staff

### **Financial Implications**

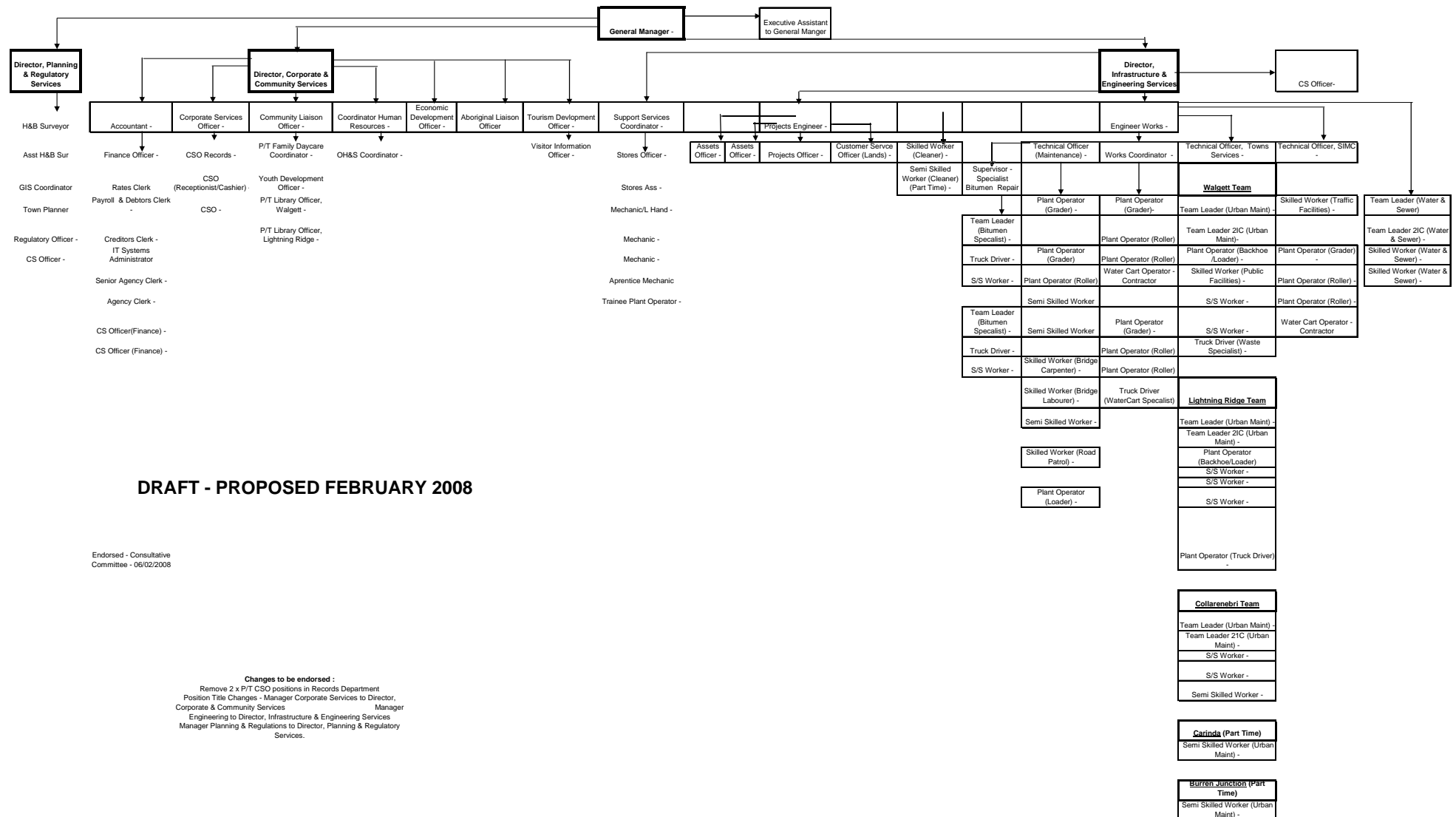
Nil

### **Recommendations**

**1. That Council endorse the following Position Title changes on the Organisational Structure:-**

- **Manager, Planning and Regulation becomes Director, Planning and Regulatory Services**
- **Manager, Engineering becomes Director, Infrastructure and Engineering Services**
- **Manager, Corporate Services becomes Director, Corporate and Community Services**

# SHIRE OF WALGETT – AGENDA



**DRAFT - PROPOSED FEBRUARY 2008**

Endorsed - Consultative  
Committee - 06/02/2008

**Changes to be endorsed :**  
Remove 2 x P/T CSO positions in Records Department  
Position Title Changes - Manager Corporate Services to Director,  
Corporate & Community Services Manager  
Engineering to Director, Infrastructure & Engineering Services  
Manager Planning & Regulations to Director, Planning & Regulatory  
Services.

**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, 6<sup>th</sup> February 2008 in the Walgett Council Chambers, commencing at 2.03pm.

**1. PRESENT**

Ian Taylor	Chairperson (LGEA Representative)
Janet Babic	Deputy Chairperson (Management Representative)
Bronwyn Newton	Secretary
Len Smyth	Committee Member (DEPA Representative)
Andrew Bostock	Committee Member (United Services Union)
Ray Kent	Management Representative

**Observer:** Terry Dray                      **United Services Union**

2.05pm Roy White                      Management Representative

**2. APOLOGIES**

John Radman                      Committee Member

**3. MINUTES**

The Minutes of the Consultative Committee Meeting held on Wednesday, 5<sup>th</sup> December 2007 were confirmed, with no amendments required.

**4. BUSINESS ARISING**

**Payment for Relief Duties Policy & Procedures**

Mr Ray Kent, General Manager advised the committee that the executive team have reviewed the Payment for Relief Duties Policy & Procedures and table the revised Payment for Relief Duties Policy & Procedures for endorsement by the Consultative Committee.

Mr Kent advised that the Payment for Relief Duties Policy & Procedures is currently applied to one staff member and will be utilised to broaden skill sets of Council's employees. The Payment for Relief Duties Policy & Procedures will not be utilised when the Higher Duties Policy can be applied.

Mrs Janet Babic, Management Representative enquired if the Payment applies when the relieving employee is on holidays or when the present incumbent is on holidays. It was confirmed that payment under the Payment for Relief Duties Policy & Procedures does not apply when the relieving employee is on holidays.

**RECOMMENDATION:**

It was recommended that the Consultative Committee endorse the Payment for Relief Duties Policy & Procedures.

**Secretarial Support**

Mr Ray Kent, General Manager advised that he had reviewed the Consultative Committee's request for Management to supply Secretarial Support. Mr Kent suggested that the Committee members rotate the responsibility of being the Secretary.

The Committee members suggested that the Human Resources replacement act as the Secretary.

**RECOMMENDATION:**

It was recommended that the Human Resources replacement act as the Consultative Committee Secretary.

**4. GENERAL BUSINESS**

**Flextime Agreement**

Mrs Bronwyn Newton, Coordinator Human Resources advised the Committee for information purposes only that the incumbent of the IT Systems Administrator position had signed a flextime agreement.

The Consultative Committee noted the IT Systems Administrator's Flextime Agreement.

Mr Ian Taylor, Chairperson advised that the Flextime Agreements required reviewing as they were on a 3 month trial.

**ACTION:**

Mr Ian Taylor requested the Flextime Agreements be reviewed at the next Consultative Committee to be held 5<sup>th</sup> March 2008.

**Director Infrastructure and Engineering Services**  
**Director Corporate & Community Services**

Mr Ian Taylor, Chairperson declared a direct interest in this item and relinquished his role as Chairperson and vacated the Meeting Room. Mrs Janet Babic, Deputy Chairperson assumed the role and continued the meeting.

Mr Ray Kent, General Manager advised that Mr Alan Nelson, Manager Engineering is departing Council at the end of February 2008 and Mrs Emma Darcy, Manager Corporate Services is also departing Council and at present is on leave and also working from home until the end of March 2008.

Mr Ray Kent, General Manager advised that the advertising and recruitment of both positions had been undertaken by a consultant. The Consultant is Mr Bob Howe, Strategic Consulting Solutions Pty Ltd. It was suggested that the Position Titles and packages be reviewed to better reflect the responsibilities and meet the local labour market.

Mr Ray Kent, General Manager advised that the Position Descriptions had been updated to reflect the position title changes. It was also noted that the Grade 21 would be increased to Grade 24 as per Council's Salary Structure in line with the reviewed packages.

Mr Ray Kent, General Manager advised that the Administrator, the Consultant and himself had conducted interviews for the positions and the preferred candidates had been advised verbally they were successful and both had verbally accepted the offers.

Mr Ray Kent, General Manager advised that he had also reviewed the Position Title of Manager Planning and Regulations to Director Planning and Regulatory Services to better reflect the responsibilities.

Mr Terry Dray, United Services Union Representative enquired if the roles were competency based or performance assessed. Mr Dray was advised that the positions are not contract based however would be performance assessed.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Position Title changes and support the reviewed packages for Director, Infrastructure & Engineering Services and Director, Corporate & Community Services.**

**The following Position Title changes to be reflected on all relevant documents as required:**

**Manager Planning and Regulation becomes Director, Planning and Regulatory Services**

**Manager Engineering becomes Director, Infrastructure and Engineering Services**

**Manager Corporate Services becomes Director, Corporate and Community Services**

**It was recommended that the Consultative Committee endorse the Position Descriptions for the Director, Infrastructure & Engineering Services and Director, Corporate & Community Services with the following amendment:**

**Grade 21 changed to Grade 24.**

Mr Ian Taylor, Chairperson returned to the Meeting Room and reassumed the Chairperson role. Mr Ian Taylor was advised that the Position Titles for the Director roles had been endorsed.

**Organisational Structure**

Mrs Bronwyn Newton, Coordinator Human Resources advised that the committee was required to endorse the Position Title changes to be reflected on Council's Organisational Structure.

Mrs Bronwyn Newton, Coordinator Human Resources also advised the request to remove the Two Part Time Customer Service Officer roles from within the Records Department on the Organisational Structure as they were no longer required and had been vacant for several months.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the following Position Title changes on the Organisational Structure:-**

**Manager Planning and Regulation becomes Director, Planning and Regulatory Services**  
**Manager Engineering becomes Director, Infrastructure and Engineering Services**  
**Manager Corporate Services becomes Director, Corporate and Community Services**

**It was recommended that the Consultative Committee endorse the removal of the Two Part Time Customer Service Officer positions from the Records Department on the Organisational Structure.**

**Accountant**

The Competency Criteria Document for the Accountant was submitted for endorsement by the committee.

Mrs Janet Babic, Management Representative enquired if the Accountant supervised the IT Systems Administrator. Mrs Bronwyn Newton, Coordinator Human Resources advised that the Accountant supervises the IT Systems Administrator.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Competency Criteria Document of Accountant.**

**Supervisor – Specialist Bitumen Repair**

The Position Description and the Competency Criteria Document for Supervisor – Specialist Bitumen Repair were submitted for endorsement by the committee.

Mrs Bronwyn Newton, Coordinator Human Resources advised that the Engineer Works and the Technical Officer (Maintenance) were completing the evaluation document to be processed through the OO-Soft System.

Mr Ian Taylor, Chairperson enquired about the class of licence required to operate the Flocon Truck as the new Flocon trucks may require a HR licence to drive. Mrs Bronwyn Newton, Coordinator Human Resources to seek confirmation from Mr Barry Maher, Engineer Works.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Position Description and Competency Criteria Document of Supervisor – Specialist Bitumen Repair with the following amendment:-**

**Change “Demonstrate” to “Demonstrated”.**

**Staff Subsidy Policy**

The Staff Subsidy Policy has been submitted to the Committee to note as it has been endorsed at Council Meeting.

Mr Terry Dray, United Services Union Representative brought Clause 13 Allowances, Additional Payments and Expenses, (vi) Telephones of the Notional Agreement Preserving the Local Government State Award (2004) to the attention of the Committee. Mrs Bronwyn Newton, Coordinator Human Resources advised that this clause was not applicable to any staff members as Council provides Mobile Telephones when required.

Mrs Janet Babic, Management Representative enquired if the Staff Subsidy Policy was utilised as an incentive tool to attract and retain staff and if the payment was over and above their normal salary. Mrs Bronwyn Newton, Coordinator Human Resources advised that the Policy is used as an incentive tool and that payment was over and above the normal salary of the designated positions listed in the Staff Subsidy Policy.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee note the Staff Subsidy Policy.**

**Guidelines for Job Applicants**

Mrs Bronwyn Newton, Coordinator Human Resources advised that this document is to provide support to interested applicants applying for a vacancy with Walgett Shire Council.

Mrs Bronwyn Newton, Coordinator Human Resources advised that information on Local Ethnic Affairs Priority Statement (LEAPS) should be included in the document prior to endorsement.

Mrs Janet Babic, Management Representative enquired what is the meaning of a “displaced employee”. Mrs Bronwyn Newton, Coordinator Human Resources advised that a displaced employee is an employee who is unable to carry out their normal role and therefore has been temporarily placed in another role. This may be due to medical restrictions and/or redundancies etc.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Guidelines for Job Applicants including information on Local Ethnic Affairs Priority Statement (LEAPS).**

**Walgett Shire Council Salary System Foundation Rules**

Mrs Bronwyn Newton, Coordinator Human Resources advised the committee the Walgett Shire Council Salary System Foundation Rules required updating following the implementation of the Higher Duties Policy and the governing Notional Agreement Preserving the Local Government State Award (2004).

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Walgett Shire Council Salary System Foundation Rules with the following amendment:-**

**Page 7 – Job Evaluation should read:-**

**“The process of measuring one job against another to determine the ‘value’ of the job. Based upon the skills descriptors in the Award. The system used to evaluate the positions at Walgett Shire is the OO-Soft System”.**

**Library Officer (Walgett & Lightning Ridge)**

The Competency Criteria Documents for the Library Officer (Walgett) and Library Officer (Lightning Ridge) were submitted for endorsement by the committee.

**RECOMMENDATION:**

It was recommended that the Consultative Committee endorse the Competency Criteria Documents of Library Officer (Walgett) and Library Officer (Lightning Ridge).

**Visitor Information Officer**

The Competency Criteria Document for the Visitor Information Officer was submitted for endorsement by the committee.

**RECOMMENDATION:**

It was recommended that the Consultative Committee endorse the Competency Criteria Document of Visitor Information Officer with the following amendment:-

Step 3 – Change “Collating” to “collating”

**Tourism Development Officer**

The Competency Criteria Document for the Tourism Development Officer was submitted for endorsement by the committee.

**RECOMMENDATION:**

It was recommended that the Consultative Committee endorse the Competency Criteria Document of Tourism Development Officer.

**Payroll/Debtors Clerk**

The Competency Criteria Document for the Payroll/Debtors Clerk was submitted for endorsement by the committee.

**RECOMMENDATION:**

It was recommended that the Consultative Committee endorse the Competency Criteria Document of Payroll/Debtors Clerk.

**Coordinator Human Resources**

Mrs Bronwyn Newton, Coordinator Human Resources advised that as the present incumbent she had requested a re-evaluation on the position of the Coordinator Human Resources.

Acting Manager Corporate Services, Mrs Myrene Lovegrove and Mrs Bronwyn Newton, Coordinator Human Resources had completed the evaluation document which has been processed through the OO-Soft System. The committee was advised that the Grading for the Coordinator Human Resources was determined as Grade 17.



**Motor Vehicle Policy**

Mr Terry Dray, United Services Union Representative enquired if Council's Motor Vehicle Policy had a cut off point or identifies positions that can have private use. Mr Dray advised that the Team Leader (Urban Maintenance) Collarenebri had requested private use of a Council vehicle but had been advised his request was denied because it is not offered to positions under such a Grade. A copy of the letter was handed to Mr Ray Kent, General Manager for him to note.

Mr Roy White, Management Representative and Mrs Bronwyn Newton, Coordinator Human Resources advised that the vehicle would not be available for private use as it is shared amongst the on call staff and is required to complete airport inspections etc.

**Drug & Alcohol Policy**

Mrs Bronwyn Newton, Coordinator Human Resources advised the current Drug & Alcohol Policy become effective 1<sup>st</sup> December 2007. Mr Ray Kent, General Manager had reviewed the Drug & Alcohol Policy and was satisfied that the Policy and Procedures were adequate and wanted the Committee's input to ensure that all staff are aware of the implementation of the Random Alcohol testing.

Mr Terry Dray, United Services Union Representative advised that the Union have some concerns on the implementation of the random testing of Alcohol and requested a copy of the Drug & Alcohol Policy.

Mrs Bronwyn Newton, Coordinator Human Resources advised that leading up to the implementation of the current Drug & Alcohol Policy that all employees had been provided with Drug, Alcohol and Gambling information via payslip distribution.

Mrs Bronwyn Newton, Coordinator Human Resources also advised that the Walgett Shire Council's Employee Assistance Program is available to all staff to utilise and further investigations are taking place on securing a counselling provider.

**ACTION:**

Mr Ray Kent directed Mrs Bronwyn Newton, Coordinator Human Resources prior to the implementing Random Alcohol testing to complete the following:-

- 1 –Acquire a Alcohol breath tester device
- 2- Provide a copy of Walgett Shire Council's Drug & Alcohol Policy to all employees
- 3- Provide a copy of Walgett Shire Council's Drug & Alcohol Policy to all workplaces
- 4 -Provide notice to all staff once the tester is purchased that Random Alcohol Testing will commence in One (1) month's time.

Apologies for next meeting – Mr Len Smyth & Mr Ian Taylor

**There being no further business the meeting closed at 3.38pm**

**Next Meeting of the Consultative Committee Meeting will be held on  
5<sup>th</sup> March 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

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 3

**Subject:** Investment Report as at 31 December 2007

**Author:** Amy Taylor – Customer Service Officer Finance

**File No:** 180/02/01/00

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**Summary**

This report summarises the investments of Walgett Shire Council for the month of December 2007.

**Comments (including issues and background)**

The Investment summary as at 31 December is as follows:

## SHIRE OF WALGETT – 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>	
IMB Ltd	Term Deposit	182	6.68	454/08		08-Jan-08	\$ 500,000.00
ACCU (FIIG Securities)	Term Deposit	182	6.76	455/08		15-Jan-08	\$ 500,000.00
Bankwest	Term Deposit	182	6.65	456/08		22-Jan-08	\$ 500,000.00
Comminvest (FIIG Securities)	Term Deposit	168	6.65	457/08		29-Jan-08	\$ 500,000.00
Bankwest	Term Deposit	168	6.91	458/08		05-Feb-08	\$ 300,000.00
Suncorp	Term Deposit	168	6.88	459/08		12-Feb-08	\$ 500,000.00
National Australia Bank	Term Deposit	168	6.75	460/08		19-Feb-08	\$ 300,000.00
National Australia Bank	Term Deposit	168	6.82	461/08		26-Feb-08	\$ 500,000.00
Citibank	Term Deposit	168	7.01	464/08		04-Mar-08	\$ 500,000.00
Savings & Loans Credit Union	Term Deposit	150	7.09	465/08		22-Feb-08	\$ 250,000.00
Newcastle Permanent Building Society	Term Deposit	161	7.10	466/08		11-Mar-08	\$ 500,000.00
Westpac	Term Deposit	166	6.85	467/08		18-Mar-08	\$ 500,000.00
National Australia Bank	Term Deposit	175	6.68	468/08		25-Mar-08	\$ 500,000.00
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
CBA	Term Deposit	91	7.50	482/08	17-Mar-08	16-Dec-10	\$ 500,000.00
Royal Bank Canada	Term Deposit	91	7.70	483/08	17-Mar-08	16-Mar-11	\$ 500,000.00
Savings & Loans Credit Union (FIIG Securities)	Term Deposit	196	7.62	484/08		01-Jul-08	\$ 500,000.00
Grange Securities - Zircon Finance Limited	Floating Rate CDO	91	8.60		20-Mar-08	20-Sep-14	\$ 500,000.00
Grange Securities - MAS6-7	Term Deposit	91	9.30		20-Mar-08	20-Jun-15	\$ 250,000.00
Grange Securities - Helium	Floating Rate CDO	91	8.52		25-Mar-08	23-Jun-14	\$ 200,000.00
Grange Securitis- Magnolia	Term Deposit	91	8.80		20-Mar-08	20-Mar-09	\$ 50,000.00
							<b>\$ 14,200,000.00</b>

### Recommendation

**That the Investment Report as at 31 December 2007 be received.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 4

**Subject:** Investment Report as at 31 January 2008

**Author:** Amy Taylor – Customer Service Officer Finance

**File No:** 180/02/01/00

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**Summary**

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

**Comments (including issues and background)**

The Investment summary as at 31 January is as follows:

## SHIRE OF WALGETT – 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>	
Bankwest	Term Deposit	168	6.91	458/08		05-Feb-08	\$ 300,000.00
Suncorp	Term Deposit	168	6.88	459/08		12-Feb-08	\$ 500,000.00
National Australia Bank	Term Deposit	168	6.75	460/08		19-Feb-08	\$ 300,000.00
National Australia Bank	Term Deposit	168	6.82	461/08		26-Feb-08	\$ 500,000.00
Citibank	Term Deposit	168	7.01	464/08		04-Mar-08	\$ 500,000.00
Savings & Loans Credit Union	Term Deposit	150	7.09	465/08		22-Feb-08	\$ 250,000.00
Newcastle Permanent Building Society	Term Deposit	161	7.10	466/08		11-Mar-08	\$ 500,000.00
Westpac	Term Deposit	166	6.85	467/08		18-Mar-08	\$ 500,000.00
National Australia Bank	Term Deposit	175	6.68	468/08		25-Mar-08	\$ 500,000.00
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
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Citibank	Term Deposit	196	7.40	481/08		24-Jun-08	\$ 300,000.00
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Royal Bank Canada	Term Deposit	91	7.70	483/08	17-Mar-08	16-Mar-11	\$ 500,000.00
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
Grange Securities - Zircon Finance Limited	Floating Rate CDO	91	8.60		20-Mar-08	20-Sep-14	\$ 500,000.00
Grange Securities - MAS6-7	Term Deposit	91	9.30		20-Mar-08	20-Jun-15	\$ 250,000.00
Grange Securities - Helium	Floating Rate CDO	91	8.52		25-Mar-08	23-Jun-14	\$ 200,000.00
Grange Securitis- Magnolia	Term Deposit	91	8.80		20-Mar-08	20-Mar-09	\$ 50,000.00
							<b>\$ 14,200,000.00</b>

### Recommendation

**That the Investment Report as at 31 January 2008 be received**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 5

**Subject:** Report on Rates and Charges – 31 December 2007

**Author:** Katie Hook – Rates Clerk

**File No:** 180/09/00/00

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Report to be tabled at Meeting

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 6

**Subject:** Report on Rates and Charges – 31 January 2008

**Author:** Katie Hook – Rates Clerk

**File No:** 180/09/00/00

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Report to be tabled at meeting



**MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING  
19 FEBRUARY 2008**

**Item No:** 7

**Subject:** Quarterly Management Review to 31 December 2007

**Author:** Myrene Lovegrove - Accountant

**File No:** 180/08/00/00

### Summary

This report presents to Council the quarterly financial review for the period ending 31<sup>st</sup> December, 2007.

### Comments (including issues and background)

The quarterly review is a statutory requirement under the Local Government Financial Management Regulation 1999, Part 2 Clause 7 and is an essential aspect of Council's financial management.

At the Council extraordinary meeting held on 28th June 2007, Council adopted the 2007/2008 – 20011/2012 Management Plan, which incorporated the annual budget for Council for 2007/2008.

### General Budgetary Position

This review analyses the financial performance of the Council for the period ending 31st December 2007, comparing actual expenditure and revenue against the budget. budgetary position for the period ending December 2007 is financially sound. The Revised Budget surplus was \$4,070,166 and at the end of December 2007 the surplus based on actual's was \$2,338,637

The results for the period are summarised as follows:

**Walgett Shire Council**  
**Operating Statement**  
**For the Period Ending 31st December 2007**

Income	Budget 2008 \$'000	Revised Budget 2008 \$'000	Actual 2008 \$'000
General Rates & Levies	6,347,746	6,347,746	6,332,766
User Charges & Fees	2,087,932	2,087,932	1,238,975
Investment Revenues	462,190	514,030	350,675
Other Revenue	188,460	188,460	182,272
Grants & Subsidies - Operating	7,396,713	7,534,711	3,192,675
Grants & Subsidies - Capital	8,400,000	2,800,000	
<b>Total Revenue</b>	<b>24,883,041</b>	<b>19,472,879</b>	<b>11,297,363</b>

## SHIRE OF WALGETT – AGENDA

### Expenditure

Employee Costs	6,353,489	6,428,070	3,361,378
Materials & Contracts	4,281,015	4,304,856	2,474,438
Borrowing Costs	125,458	125,458	87,711
Depreciation	2,620,779	2,620,779	1,307,389
Other Expenses	1,824,550	1,923,550	1,727,810

<b>Total Expenditure</b>	<b>15,205,291</b>	<b>15,402,713</b>	<b>8,958,726</b>
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<b>Net Operating Result For Year</b>	<b>9,677,750</b>	<b>4,070,166</b>	<b>2,338,637</b>
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	Original Budget	Revised Budget	Recommended Budget Changes February 2008	Actuals	% of Revised Budget
<b><u>Corporate Services</u></b>					
<b>Income</b>					
River Towns	10,000	10,000		-	0.00%
Corporate Services	2,000	2,000		-	0.00%
Human Resources	9,500	9,500		30,409	320.09%
Tourism	17,000	17,000		13,231	77.83%
Agencies	55,000	55,000		21,648	39.36%
Economic Development	70,000	70,000		-	0.00%
Finance	48,000	48,000		60,926	126.93%
Rates General	3,866,453	3,866,453		3,856,644	99.75%
Untied Grants	2,390,226	2,460,679		1,282,481	52.12%
Capital utilisation	407,465	459,305		350,675	76.35%
Revenue	10,920	10,920		15,560	142.49%
Total Income	6,886,564	7,008,857		5,631,574	80.35%
<b>Expenditure</b>					
Members & Civic	526,286	526,286		250,158	47.53%
Executive	309,137	324,137		188,615	58.19%
River Towns	15,460	15,460		7,430	48.06%
Corporate Services	624,733	624,733		262,353	41.99%
Human Resources	450,738	450,738	9,460	193,974	43.03%
Tourism	331,556	393,397		315,223	80.13%
Executive Services	247,868	247,868		139,495	56.28%
Agencies	163,000	163,000		92,465	56.73%
Economic Development	206,553	165,134		3,354	2.03%
Risk Management	350,725	402,725		373,229	92.68%
Finance	272,821	272,821	16,000	162,936	59.72%
Capital Utilisation	7,289	7,289		5,384	73.86%
Information technology	339,428	339,428	1,000	142,162	41.88%
Creditors	48,863	48,863		25,706	52.61%
Revenue	283,551	283,551		222,903	78.61%
Payroll	53,238	53,238		31,608	59.37%
Indirect labour costs				143,974	
Operating Expenditure	4,231,246	4,318,668	24,460	2,560,969	59.30%
<b>Internal Expenditure</b>					
Administration Charges -Internal	- 2,512,401	- 2,512,401		1,256,201	
Total Expenditure	1,718,845	6,124,935	24,460	1,304,769	21.30%
Operating Result	5,167,719	883,922	24,460	4,326,806	

## SHIRE OF WALGETT – AGENDA

### Community Services

#### **Income**

Community Services	44,190	44,190	39,613	89.64%
Youth Services	41,085	41,085	82,052	199.71%
Vacation Care	16,320	16,320	12,949	79.34%
Family Day Care	106,852	106,852	26,735	25.02%
Library Services	44,500	44,500	628	1.41%
Total Income	252,947	252,947	161,977	64.04%

#### **Expenditure**

Community Services	239,957	239,957	120,742	50.32%
Youth Services	125,980	125,980	48,864	38.79%
Vacation Care	16,854	51,854	21,053	40.60%
After School Care	69,495	97,495	50,639	51.94%
Family Day Care	115,952	115,952	44,386	38.28%
Library Services	225,980	225,980	49,301	21.82%
Operating Expenditure	794,218	857,218	334,985	39.08%

#### **Internal Expenditure**

Administration Charges -Internal	89,302	89,302	44,651	
Total Expenditure	883,520	946,520	379,636	40.11%
Operating Result	- 630,573	- 693,573	- 217,659	

### Planning & Regulation

#### **Income**

Planning/Building	85,450	85,450	45,246	52.95%
Environmental Health	2,100	2,100	277	13.19%
Animal Control/Regulatory	3,200	3,200	3,182	99.44%
Operating Income	90,750	90,750	48,705	53.67%

#### **Internal Income**

Admin Charge - Cemeteries	3,000	3,000	1,500	50.00%
Admin Charge - water/sewer regs	17,500	17,500	8,750	50.00%
Admin Charge - w/s connect	2,500	2,500	1,250	50.00%
Admin charge - GIS	12,500	12,500	6,250	50.00%
Total Income	126,250	126,250	66,455	

#### **Expenditure**

Pesticide Pit Remediation	10,000	10,000	-	0.00%
Environmental Health	4,700	4,700	933	19.85%
Noxious Plants	75,000	75,000	75,411	100.55%
Animal Control/Regulatory	134,526	134,526	69,434	51.61%
Manager Planning & Regulation	692,630	692,630	305,133	44.05%
Operating Expenditure	916,856	916,856	450,911	

#### **Internal Expenditure**

Administration Charges -Internal	110,150	110,150	55,075	
Total Expenditure	1,027,006	1,027,006	505,986	49.27%
Operating Result	- 900,756	- 900,756	- 439,531	

### Emergency Services

#### **Income**

Fire Services	61,157	61,157	-	0.00%
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#### **Expenditure**

Fire Services	142,618	174,618	64,764	37.09%
SES	65,400	65,400	7,921	12.11%
Total Expenditure	208,018	240,018	72,685	30.28%
Operating Result	- 146,861	- 178,861	- 72,685	

## SHIRE OF WALGETT – AGENDA

### Engineering Administration

#### **Income**

Manager Engineering	73,000	73,000	8,148	11.16%
Public Halls	34,936	34,936	5,264	15.07%
Plant Operations	55,960	55,960	24,131	43.12%
Council Properties	380,625	380,625	129,252	33.96%
Council Reserves	33,400	33,400	31,104	93.13%
Operating Income	577,921	577,921	197,899	34.24%

#### **Internal Income**

Infrastructure Services	3,321,630	3,321,630	1,660,815	50.00%
Plant hire charges - internal	1,889,161	1,889,161	1,438,883	76.17%
Total Income	5,788,712	5,788,712	3,297,597	56.97%

#### **Expenditure**

Manager Engineering	892,649	892,649	521,010	58.37%
Private Works	29,400	29,400	17,152	58.34%
Plant Running Expenses	1,047,000	1,047,000	791,908	75.64%
Properties Maintenance	401,804	416,804 -	297,147	71.29%
Motor Vehicles/Plant/Equipment	370,000	370,000	185,000	50.00%
Operating Expenditure	2,740,853	2,755,853 -	1,812,217	65.76%

#### **Internal Expenditure**

Manager Engineering	2,312,949	2,312,949	1,156,475	50.00%
Engineering - Internal	761,292	761,292	380,646	50.00%
Admin charge - GIS	12,500	12,500	6,250	50.00%
Admin Charge - water/sewer regs	17,500	17,500	8,750	50.00%
Admin Charge - w/s connect	2,500	2,500	1,250	50.00%
Admin Charge - Cemeteries	3,000	3,000	1,500	50.00%
Total Expenditure	5,850,594	5,865,594 -	3,367,088	57.40%

Operating Result	- 61,882 -	76,882	6,000 -	69,491
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### Roads & Bridges

#### **Revenue**

Roads & Bridges	13,710,000	8,177,545	50,000	2,620,331	32.04%
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#### **Expenditure**

Urban Roads	802,520	802,520	90,061	513,488	63.98%
Rural Roads	1,400,208	1,400,208	133,785	1,005,196	71.79%
Regional Roads	594,782	594,782	216,899	377,432	63.46%
Gravel Pit Restoration	50,000	50,000	-	-	0.00%
State Highways	1,278,386	1,278,385	-	922,638	72.17%
Operating Expenditure	4,125,896	4,125,895	440,745	2,818,754	68.32%

#### **Internal Expenditure**

Engineering - Internal	1,576,521	1,576,521	788,262	50.00%	
Total Expenditure	5,702,417	5,702,416	440,745	3,607,016	63.25%

Operating Result	8,007,583	2,475,129 -	390,745 -	986,685
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### Recreation & Community Assets

#### **Revenue**

Natural Disaster Mitigation program	330,000	330,000	-	0.00%
Aerodromes	20,000	20,000	5,039	25.20%
Cemeteries	21,000	21,000	15,471	73.67%
Total Income	371,000	371,000	20,510	

#### **Expenditure**

Recreation & Community Assets	1,489,954	1,489,954	15,000	878,899	58.99%
Depots Operations	239,617	239,617	-	176,868	73.81%
Operating Expenditure	1,729,571	1,729,571	15,000	1,055,767	61.04%

#### **Internal Expenditure**

Engineering - Internal	525,173	525,173	262,587	
Total Expenditure	2,254,744	2,254,744	15,000	1,318,354
Operating Result	- 1,883,744 -	1,883,744 -	15,000 -	1,297,844

## SHIRE OF WALGETT – AGENDA

### Domestic Waste Management

<b>Revenue</b>				
DWM	845,064	845,064	777,730	92.03%
<b>Expenditure</b>				
DWM	713,600	713,600	346,897	48.61%
<b>Internal Expenditure</b>				
Engineering - Internal	131,090	131,090	65,545	50.00%
Total Expenditure	844,690	844,690	412,442	
Operating Result	374	374	365,288	

### Water Supplies

<b>Revenue</b>				
Walgett Water	760,000	760,000	553,169	72.79%
Lightning Ridge Water	466,763	466,763	467,111	100.07%
Collarenebri Water	225,843	225,843	176,443	78.13%
Rowena Water	5,504	5,504	5,504	100.00%
Carinda Water	15,785	15,785	15,785	100.00%
Cumborah Water	311	311	311	100.00%
Total Income	1,474,206	1,474,206	1,218,323	82.64%

<b>Expenditure</b>				
Walgett Water	503,291	503,291	289,436	57.51%
Lightning Ridge Water	249,458	249,458	177,586	71.19%
Collarenebri Water	246,013	246,013	133,192	54.14%
Rowena Water	21,681	21,681	12,495	57.63%
Carinda Water	30,610	30,610	7,414	24.22%
Village Water	16,000	16,000	3,396	21.23%
Operating Expenditure	1,067,053	1,067,053	623,519	58.43%
<b>Internal Expenditure</b>				
Engineering - Internal	256,933	256,933	128,469	50.00%
Total Expenditure	1,323,986	1,323,986	751,988	56.80%
Operating Result	150,220	150,220	466,335	310.43%

### Sewerage Supplies

<b>Revenue</b>				
Walgett Sewer	287,086	287,086	288,512	100.50%
Lightning Ridge Sewer	245,759	245,759	250,872	102.08%
Collarenebri Sewer	80,587	80,587	80,930	100.43%
Total Income	613,432	613,432	620,314	101.12%

<b>Expenditure</b>				
Walgett Sewer	322,180	322,180	187,256	58.12%
Lightning Ridge Sewer	195,679	195,679	106,103	54.22%
Collarenebri Sewer	49,287	49,287	27,546	55.89%
Operating Expenditure	567,146	567,146	320,905	56.58%
<b>Internal Expenditure</b>				
Engineering - Internal	70,617	70,617	35,309	50.00%
Total Expenditure	637,763	637,763	356,214	55.85%
Operating Result	24,331	24,331	264,100	

### Net Result

Total Operating Income	24,883,041	19,472,879	50,000	11,297,363	58.02%
Total Internal Income	3,357,130	3,357,130	-	1,678,565	50.00%
Internal plant hire charges	1,889,161	1,889,161		1,438,883	76.17%
Total Income	30,129,332	24,719,170	50,000	14,414,811	58.31%
Total Operating Expenditure	15,205,295	15,402,717	474,205	8,958,726	58.16%
Plant hire expenses	1,889,161	1,889,161		1,438,883	76.17%
Total Internal Expenditure	3,357,126	3,357,126	-	1,678,566	50.00%
Total Expenditure	20,451,582	20,649,003	474,205	12,076,175	58.48%
Net Result	\$ 9,677,750	\$ 4,070,166	-\$ 424,205	\$ 2,338,637	57.46%

**Material variances are summarised as follows**

*Members & Civic*

- Operations are within budgetary constraints.

*Executive*

- To provide Walgett Shire Council's new General Manager, Mr Raymond Kent with professional development opportunities a budget review and re-allocation of the budget from consultancy fees to professional development, memberships and conferences.

*Corporate Services*

- The position of Economic Development Officer has been re-advertised with interview to be conducted in February 2008.
- All general rates have been levied for 2007/2008. The valuer general revaluations for the 2008/2009 rating year have been received.
- The second instalment of the Federal Assistance Grant has been received.
- Walgett Shire Council's long term commitment to staff training needs to be maintained. As 30<sup>th</sup> June, 2007 there was \$9460 in internally restricted funds for this purpose.
- Interest received is above original budget and is an on going trend.
- The first instalment of \$106,510 has been paid to Lightning Ridge Pool.
- The final instalment has been paid to Lightning Ridge Visitor Information Centre.
- The town signage project has been completed.
- The on going debt recovery has seen an increase in rates write off. These write offs will be applied against the Provision for Doubtful Debts.
- To keep up to date with audit requirements, Department of local Government requirements and stage 2 of asset revaluations additional audit cost will be incurred. An additional \$16,000 will be required to meet these needs.
- Risk Management has incurred higher expenses with Public liability premiums rising by \$13,950. This is an industry trend and not reflective of Council's claims history.
- Changing information technology needs and to reduce Walgett Shire Council's risk profile requires a reallocation of resources within the information technology budget. \$23,000 from contract payments budget may be reallocated to IT Capital acquisitions to enable the updating council's UPS system, Ethernet switches and shared user drive.

*Community Services*

- Grants totalling \$42,752 have been received from DOTARS for capital expenditure at the Walgett Youth Centre.
- Vacation and after school care are continuing to be proving popular.
- Walgett Shire Council has received a request from Walgett Aboriginal Medical Service Cooperative Limited (WAMS) to take over the provision of Vacation Care in Walgett. Subject to the concurrence of the Department of Community Services Council agreed at its December 2007 meeting to operate vacation care in

## SHIRE OF WALGETT – AGENDA

Walgett from July 2008. A report will be presented to Council at this meeting to amend operational date from July 2008 to April 2008.

### *Planning and Regulations*

- Operating within budgetary constraints. The contribution to Castlereagh Macquarie County Council has been paid.
- With the HACC Centre now complete, Council's office will be relocating into this building. New furniture, computer and printer have been ordered

### *Public Order and Safety*

- Operating within budgetary constraints.
- Contribution to the RFS is expected to be made in January

### *Engineering Administration*

- All Council rates have been levied on Council owned property.
- All council owned property rates have been paid.
- Additional private works has increased private works income and expenditure.
- The rates and charges on Council owned properties have been levied in line within the authority system. An additional \$15,000 has been levied.
- A total of \$20,000 will be reallocated from Assets Maintenance/ Saleyard expenses, an amount of \$5,000 will be required for Utilities & Recreation – Saleyards.
- \$14,000 of internally restricted funds was identified at 30<sup>th</sup> June 2007 for expenditure on Council Chambers.

### *Roads and Bridges*

- The \$5,600,000 for the Strategic Regional Program had been brought to account as at 1 July 2007. This grant funding was received on 27<sup>th</sup> June, 2007. As an audit requirement it was brought to account in the 2006/07 financial statements. The \$5,600,000 is available for expending over the next three years on RR329 and RR333.
- An additional \$50,000 for MR 333 has been received and expended.
- The following items were identified as restricted funds as at 30<sup>th</sup> June 2007
  - Expenditure - Regional Roads \$166,899
  - Expenditure - Shire Roads - Sealed \$12,104
  - Expenditure - Shire Roads - Unsealed \$121,681
  - Expenditure - Urban Roads - Sealed \$20,757
  - Expenditure - Urban Roads - Unsealed \$69,304

### *Recreation & Community Assets*

- The natural disaster mitigation grant budgeted at \$330,000 has not been received.
- \$10,000 for expenditure – levee bank grounds was identified as internally restricted cash as at 30 June 2007.

### *Domestic Waste Management*

## **SHIRE OF WALGETT – AGENDA**

- The full amount of Domestic Waste charges has been raised.
- Operations are within budgetary constraints.

### *Water Services*

- The full amount of rates revenue has been raised this period.
- Operations are within budgetary constraints.
- The Lightning Ridge water river pump station upgrade and telemetry implementation projects are nearing completion.

### *Sewer Services*

- The full amount of rates revenue has been raised this period.
- Operations are within budgetary constraints.

## **Relevant Reference Documents**

Management Review 31<sup>st</sup> December 2007.

Walgett Shire Council Management Plan 2007/2008 – 2011/2012

Attached spreadsheet – December 2007 Budget review recommendations.

## **Stakeholders**

Walgett Shire Council

## **Financial Implications**

Overall, the results of the monthly review indicate that the financial position of Council is satisfactory and continues to operate within budgetary constraints.

Recommended changes to be made to Council's budget are as attached

The overall budgeted surplus will reduce from the current revised budget of \$4,070,166 to \$3,645,961.

## **Recommendations**

**That Council note the Management Report for the period ending 31<sup>st</sup> December 2007 and adopts the changes as attached:-**



## SHIRE OF WALGETT – AGENDA

[illegible][illegible]

## SHIRE OF WALGETT – AGENDA

[illegible]

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 8

**Subject:** Report on Management Plan 2007/2008 – 2011/2012

**Author:** Emma Darcy – Manager Corporate Services

**File No:** 145/11/07/00

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**Summary**

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

**Comments (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 October 2007 – December 2007.

**Relevant Reference Documents**

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

**Stakeholders**

Walgett Shire Council

**Financial Implications**

Nil

**Recommendation**

**That the Report on the Management Plan 2007/2008 – 2011/2012 for the period October 2007 – December 2007 be received.**

## SHIRE OF WALGETT – AGENDA

MANAGEMENT PLAN  
2007/2008 – 2011/2012



### 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
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  Training calendar developed and implemented

**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	Continuing
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>

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

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 monitored</p> <p>Continuing to advertise vacancies for carers</p>

MANAGEMENT PLAN  
2007/2008 – 2011/2012

## MANAGER ENGINEERING

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.	Manager Engineering	Five Year Road Plan has already been reviewed.  Further reviews will be undertaken as needed
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.	Manager Engineering	Three funding submissions have been submitted to date
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	Manager Engineering	No progress achieved to date on this.



**MANAGER ENGINEERING**

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.	Manager Engineering	This service is being provided as per management plan indicators
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	Manager Engineering	Pools operation appears very satisfactory at this stage. It is premature to report in patronage.
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.	Manager Engineering	No progress as yet.

MANAGEMENT PLAN  
2007/2008 – 2011/2012



### MANAGER ENGINEERING

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.	Manager Engineering	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.	Manager Engineering	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.	Manager Engineering	Two meetings attended to date. Recorded breaches are down, probably partly due to very modest grain harvest activity

**MANAGER ENGINEERING**

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.	Manager Engineering	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.	Manager Engineering	No waste depots have been closed at this stage.  Community consultation in future of solid waste Management in progress
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.	Manager Engineering	All license conditions at Walgett are being met. Plans for a new Lightning Ridge Waste Depot are currently on hold

MANAGEMENT PLAN  
2007/2008 – 2011/2012



**MANAGER ENGINEERING**

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.	Manager Engineering	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.	Manager Engineering	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.		
		Maintain customer access to water conservation information through <a href="http://www.savewater.com.au">http://www.savewater.com.au</a>	On going		

MANAGEMENT PLAN  
2007/2008 – 2011/2012



**MANAGER ENGINEERING**

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	Manager Engineering	Some progress has been achieved against these tasks but none is complete as yet
		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	Currently being assessed ahead of 2008/09 budget

MANAGEMENT PLAN  
2007/2008 – 2011/2012



MANAGER ENGINEERING

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.	Manager Engineering	No reported breaches of legislation  . On present trends, financial loss at year's end will be approximately \$137,000
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.	Manager Engineering	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	Manager Engineering	No progress as yet
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.	Manager Engineering	No progress as yet

MANAGEMENT PLAN  
2007/2008 – 2011/2012



MANAGER CORPORATE 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.	Manager Corporate 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.	Manager Corporate Services	Targets met  Ongoing, Council Management ensure dealt with in a timely manner

**MANAGER CORPORATE 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.	Manager Corporate 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	Manager Corporate Services	To be presented at February 2008 Meeting
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.	Manager Corporate Services	To be held 15 March 2008



MANAGEMENT PLAN  
2007/2008 – 2011/2012



**MANAGER CORPORATE 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	Manager Corporate 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	Manager Corporate 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.	Manager Corporate 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	Manager Corporate Services	3.59:1 for 2006/2007
		Debt Service Ratio remains below 10%	Below 10% Maintained	Manager Corporate Services	0.02:1 for 2006/2007

MANAGEMENT PLAN  
2007/2008 – 2011/2012

## MANAGER CORPORATE 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	Manager Corporate 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.	Manager Corporate 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	Manager Corporate Services	Adopted 21 August 2007
		Report to Council achievements of the Social Plan	Completed by November 2007.	Manager Corporate Services	To be reported at February Council Meeting
		Continually update Council Website.	Ongoing	Manager Corporate Services	Website updated on a regular basis

MANAGEMENT PLAN  
2007/2008 – 2011/2012



MANAGER CORPORATE 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	Manager Corporate Services	Fully Implemented
		Continually review "Authority" System to ensure that it is used at full capacity.	Ongoing	Manager Corporate Services	Ongoing – Bank Reconciliation system now fully implemented. Training with Ingle & Assoc ongoing
		Provide ongoing training and support to all staff.	Ongoing	Manager Corporate 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	Manager Corporate Services	Customer request system being non operational for this period
		Review the operation of customer service area.	Ongoing	Manager Corporate Services	Staff training ongoing & currently displaying work of local schools
		Further review and develop processes and procedures to ensure optimal delivery and customer satisfaction.	Ongoing	Manager Corporate Services	Ongoing training with processes continually developed



## MANAGER CORPORATE 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.	Manager Corporate Services	46.4% 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.	Manager Corporate Services	7% turnover for the period to Dec 2007
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	Manager Corporate Services	To be presented at March 2008 Council Meeting
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	Manager Corporate Services	New Signage for town entrances to be finalised by the end of February  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

MANAGEMENT PLAN  
2007/2008 – 2011/2012



MANAGER CORPORATE 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	Manager Corporate 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	Manager Corporate 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%.	Manager Corporate Services	Attendance figures steady
			Further Staff appointment and training by June 2008	Manager Corporate Services	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

MANAGEMENT PLAN  
2007/2008 – 2011/2012



### MANAGER CORPORATE SERVICES

No	Mission Aim	2007/2008 Activity	Measurement, Method and Target	Responsible Manager	Status
			Positive Community feedback	Manager Corporate Services	Positive Feedback ongoing
		Renovation of Youth centre buildings to ensure safety standards are met.	Completed by December 2007	Manager Corporate 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>Manager Corporate Services</p> <p>Manager Corporate Services</p>	<p>Position of Economic Development Officer recently advertised following position vacant since 1 July 2007</p> <p>Ongoing</p>

MANAGEMENT PLAN  
2007/2008 – 2011/2012



MANAGER CORPORATE 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>	Manager Corporate Services	<p>Draft to be presented at December Meeting. Final Community strategy to be presented at April 2008 meeting</p> <p>Fully implemented and operational</p> <p>Ongoing</p>

MANAGEMENT PLAN  
2007/2008 – 2011/2012



**MANAGER PLANNING AND REGULATION**

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.	Manager Planning and Regulation	Target met (24 applications average 2 days)  Target met Commercial – average 24 days (13), Other – average 94 days (11), Dwellings – average 34 days (16)
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.	Manager Planning and Regulation	Adopted by Council 11.12.2007  Draft maps & LEP prepared early Feb 2008
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.	Manager Planning and Regulation	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.	Manager Planning and Regulation	Target met



# SHIRE OF WALGETT – AGENDA

## MANAGEMENT PLAN 2007/2008 – 2011/2012



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.	Manager Planning and Regulation	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.	Manager Planning and Regulation	High resolution aerial photographs of Walgett, Lightning Ridge, Collarenebri, Burren Junction, and Carinda cemeteries acquired during period
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.	Manager Planning and Regulation	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.	Manager Planning and Regulation	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.	Manager Planning and Regulation	Geo-coding and draft names determined.  Public consultation pending.

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 9

**Subject:** Management Plan Timetable

**Author:** Emma Darcy – Manager Corporate Services

**File No:** 145/11/11/00

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**Summary**

This report provides a summary of the timetable for the compilation and adoption of the Walgett Shire Council Management Plan 2008/2009 – 2012/2013.

**Comments (including issues and background)**

Section 402 of the Local Government Act 1993 states:

**402 Preparation of draft management plans**

*During each year, a council must prepare a draft management plan with respect to:*

- (a) the council's activities for at least the next 3 years, and*
- (b) the council's revenue policy for the next year.*

The contents of the management plan are contained in sections 403 and section 404 as is the period of public consultation of 28 days which is contained in section 405.

The adoption of the management plan must take place by 30 June 2008 under Section 406 of the Local Government Act 1993 which states:

**406 Adoption of management plan**

- (1) Before the end of each year, a council must adopt a management plan for the following year after it has been prepared and exhibited in accordance with this Part and any other matters it considers relevant.*
- (2) In deciding on the final plan to be adopted, a council must take into consideration any submissions that have been made concerning the draft management plan prepared and exhibited in accordance with this Part.*

The proposed timetable for the draft and compilation of the Walgett Shire Council Management Plan is as follows:

<u>Monday 18 February</u> –	Executive Team and Administrator Strategy Session – Walgett Shire Council Chambers
<u>Tuesday 19 February</u> –	Council review of 2007/08 Budget and Management Plan
<u>Monday 17 March</u> –	Community Meeting on Budget, Lightning Ridge Bowling Club at 5.30 pm
<u>Tuesday 18 March</u> –	Community Meeting on Budget, Collarenebri Bowling Club at 5.00 pm

## **SHIRE OF WALGETT – AGENDA**

<u>Tuesday 18 March</u> –	Community Meeting on Budget, Walgett – Walgett Council Chambers at 7.30 pm
<u>Wednesday 19 March</u> –	Community Meeting on Budget, Burren Junction RSL Club at 5.30 pm
<u>Monday 14 April</u> –	Tour of Inspection – Administrator and Executive Team
<u>Tuesday 6 May</u> –	Presentation of draft Management Plan to Special Council meeting including fees and charges and 2008/09 Budget
<u>Thursday 8 May</u> –	Publicly advertise Management Plan
<u>Monday 9 June</u> –	Closing Date for public submissions for the Management Plan
<u>Tuesday 17 June</u> –	Adoption of Budget and Management Plan 2008/2009 – 2012-2013

## **Relevant Reference Documents**

Local Government Act 1993

## **Stakeholders**

Walgett Shire Council

## **Financial Implications**

Nil financial implications directly related to this report.

## **Recommendations**

- 1. That Council note the timetable for the compilation and adoption of Councils Management Plan 2008/2009 – 2012/2013.**
- 2. That Council resolve to hold a Special Council meeting on Tuesday 6 May 2008.**
- 3. That the Special Council Meeting to be held on 6 May 2008 be advertised in accordance with Council's Code of Meeting Practice.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 10

**Subject:** Request for Waiving of Temporary Licence Fees and Bond for use of Collarenebri Town Hall – Walgett Aboriginal Medical Service

**Author:** Myrene Lovegrove - Accountant

**File No:** 125/01/00/00

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**Summary**

This report recommends that Council approve a donation to Walgett Aboriginal Medical Service Co-operative Ltd (WAMS) for an amount of \$100 for the temporary licence fee and \$15.00 for the use of the supper room to stage a fortnightly play session (playgroup) for children aged 0 – 5 in Collarenebri Town Hall. It also recommends that Council waive the \$250 bond payable.

**Comments (including issues and background)**

WAMS have requested that Council considers waiving all fees and bonds associated with the use of Collarenebri Town Hall whilst Goonimoo Mobile Children's Resource Unit is delivering regular play group sessions in Collarenebri. This mobile play group is looking at providing this educational activity at a set venue every fortnight and have identified the Collarenebri Town Hall as a suitable venue.

It is important that this type of service targeted at children aged 0 -5 is made available to children in the area and it is recommended that Council considers contributing towards the cost of the service.

**Relevant Reference Documents**

Letter from WAMS Dated 15 January 2008 (File 125/01/00/00 Letter 195)

**Stakeholders**

- Walgett Shire Council
- WAMS
- Collarenebri and district children

**Financial Implications**

\$115.00 to be transferred from Manager Corporate Services - Contingency account to Members and Civic – Section 356 for the delivery of Goonimoo Mobile Children's Resource Unit at Collarenebri Town Hall. The bond of \$250.00 to be waived.

**Recommendations**

- 1. That Council approve a donation of \$115 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.**
- 2. 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.**
- 3. 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.**



**WALGETT ABORIGINAL MEDICAL SERVICE  
CO-OPERATIVE LTD ABN: 780 149 0451**

37 Pitt St (P.O Box 396), **WALGETT NSW 2832**  
Phone: (02) 6828 1611, 6828 1798 Fax: (02) 68281201 Email: walgettams@bigpond.com

**Goonimoo Mobile Children's Resource Unit**

Lot 1 Dundas Street, Walgett NSW 2832  
T/F: (02) 68283 369 Mobile: 0428678852  
Satellite Ph: 0147154123

E: amy.townsend@walgettams.com.au W: walgettams.com.au

**Walgett Shire  
Council**

REC'D

15 JAN 2008

FILE: 105/01/00/0

11/1/08

**ATTENTION:**

RAY KENT  
GENERAL MANAGER  
WALGETT SHIRE COUNCIL  
PO BOX 31  
WALGETT NSW 2832

LETTER No: 195



**E-MAILED**

15/01/08

REFER: Rkk per  
JMG

**COPY:**

RE: COLLARENEBRI TOWN HALL

To Whom it may concern;

Goonimoo Mobile Children's Resource Unit is currently looking at a fixed Venue at  
X Collarenebri Town Hall to deliver a two (2) hour playsession on a Monday  
Fortnightly during school terms.

Goonimoo delivers playgroups for children 0-5 years that provides children with  
social interaction with other families, educational activities and a happy atmosphere  
during their visit with Goonimoo.

Goonimoo currently provides the service to families at no cost and visits the  
following groups: **Walgett:** Carinda Town Hall (Families NSW), (Walgett  
Community College Primary School), **Group Station 2:** (Llanillo), (Strathmore),  
(Rexeen) **Mercadool Group:** (Eurie Eurie), (Rosehill), (Walma) **Coonamble:**  
Coonamble Public School, **Goodooga:** Central School & Health Service and  
**Angledool.**

Goonimoo are asking if the service can utilise the Town Hall to conduct the above  
mentioned playsession as well as the Hire fees and Bond to be waived or come to an  
agreement as we are a not for profit organisation and financially would find the fees  
over the year to be extremely difficult to fund.

Goonimoo wish to thank you for your time and look forward in receiving a response.

Yours Truly,

Amy Townsend – Goonimoo Mobile Program Coordinator

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 11

**Subject:** Request for Donation – St Mary' Parish Rowena

**Author:** Emma Darcy – Manager Corporate Services

**File No:** 025/05/07/38

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**Summary**

This report is presented to Council to consider a request for a donation towards the charges levied on assessment 31757(formerly assessment 3175) and assessment 31740 (formerly assessment 3174).

**Comments (including issues and background)**

A request has been received from St Mary's Parish, Walgett for Council to consider providing a donation towards outstanding charges on assessment 31757 and assessment 31740 (formerly 3175 and 3174 respectively).

The assessments relate to the Catholic Church located in Rowena where it is used only once a month. Assessment 31757 relates to the land where the church is located and assessment 31740 relates to a vacant block owned by the parish.

Two charges are currently levied on each assessment being \$31.40 for DWM Availability and \$344.00 Bore Water Charge – Rowena as per Management Plan 2007/2008 – 2011/2012. Council contributed towards the rates and charges for assessment 31757 for 2007/2008 but outstanding arrears of \$365.04 carried forward from 2006/2007 remain outstanding. An amount of \$358.71 remains outstanding on assessment 31740 for 2007/2008.

Historically Council has contributed by way of Section 356 Donation either part or full rates and charges donation to the various religious organisations throughout the shire.

The application for Section 356 Donations closed on 31 July 2007 and whilst other religious bodies have been granted a section 356 donation, this local church was not identified.

**Relevant Reference Documents**

Letter from St Mary's Parish dated 10 January 2008 (File 025/05/07/38 letter 141).

**Stakeholders**

Walgett Shire Council  
St Mary's Parish

**Financial Implications**

That an amount of \$725 be provided through a Section 356 Donation – Rates to be transferred from Manager Corporate Services – Contingency Account.

**Recommendations**

- 1. That Council resolve to transfer \$725 from Manager Corporate Services Contingency Account to Members & Civic – Section 356 Expenditure – Rates Rebates.**
- 2. That Council resolve to grant a section 356 donation to St Mary's Parish for outstanding rates and charges on assessments 31757 and 31740 (formerly assessments 3175 and 3174 respectively).**
- 3. That Council resolve to consider granting a section 356 donation to St Mary's Parish – Rowena during the compilation of the Management Plan 2008/2009 – 2012/2013.**



025/05/07/35  
Rn 141



St. Mary's Parish  
P.O. Box 83,  
Walgett NSW 2832

10th January 2008

To Whom It May Concern

The Catholic Church Walgett requests that according to section 356 of the local Government Act for a donation for 100% removal of Charges of Assessment 3175 & 3174 (Rowena).  
Looking forward to hearing from you with a favourably reply.

Thanking you.

Yours sincerely,

Fr. Paul Mahony SM  
Parish Priest.

Allocation

REC'D

14 JAN 2008

W.S.C.

G.R.D. No. ....

Service Rendered .....

Order No. ....

Prices reasonable .....

Prices Checked .....

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 12

**Subject:** Request for participation in 2008 Bush Bursary/Country Women's Association Scholarship Scheme

**Author:** Emma Darcy – Manager Corporate Services

**File No:** 180/08/00/00

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**Summary**

This report is presented to Council to consider an application from NSW Rural Doctors Network for Walgett Shire Council to participate in the 2008 Bush Bursary/Country Women's Association Scholarship Scheme.

**Comments (including issues and background)**

NSW Rural Doctors Network has invited Walgett Shire Council to participate in the 2008 Bush Bursary/Country Women's Association Scholarship Scheme. This scheme is supported by rural shires in NSW, Country Women's Association and the NSW Rural Doctors Network (RDN). Once a Shire agrees to participate, \$3,000 is invoiced to Council which will be provided to a medical student who will, in return, agree to spend two weeks of "rural placement" in the Shire over the Christmas Break. This scheme commenced in 1996 with 161 students benefiting from the scheme.

Walgett Shire Council has contributed towards a CWA Medical Scholarship since 2005 and paid the annual \$2,000 (GST excluded) contribution on 20 July 2007.

Whilst it is expected that a placement co-ordinator will be provided by Council there will be a requirement for council to liaise with the relevant local medical services to ensure service support of the student during their visit to the shire.

It is recommended that this request be considered during the compilation of the 2008/2009 Management Plan.

**Relevant Reference Documents**

Letter from RDN dated 21 January 2008.

**Stakeholders**

Walgett Shire Council  
NSW Rural Doctors Network

**Financial Implications**

That an amount of \$3,000 be provided for 2008 Bush Bursary/CWA Scholarship Scheme in the Management Plan 2008/2009 – 2012/2013.

**Recommendations**

**That Council resolve to provide \$3,000 (GST excluded) towards the 2008 Bush Bursary/CWA Scholarship Scheme in the Management Plan 2008/2009 – 2012/2013.**



NSW RURAL DOCTORS NETWORK  
www.nswrdn.com.au

Walgett Shire  
Council  
REC'D

25 JAN 2008

FILE:

180/08/00/00

LETTER No:

462

REFER:

ML

COPY:

21 January 2008

Walgett Shire Council  
General Manager  
Mr Stephen McLean  
PO Box 31  
WALGETT NSW 2832

**Re: The 2008 Bush Bursary/Country Women's Association Scholarship Scheme**

Dear Mr McLean

I am writing to inform the Walgett Shire Council of the Bush Bursary/Country Women's Association (CWA) Scholarship Scheme and to invite you to consider participating in the scheme in 2007. The Bush Bursaries and CWA Scholarships are offered annually to selected medical students in NSW and the ACT, and are financially supported by the rural shires of country NSW, the Country Women's Association and the NSW Rural Doctors Network (RDN).

If your Shire wishes to participate in the Scheme, RDN will invoice you for \$3,000 (+ GST) which will be provided to the medical student who, in return, will agree to spend two weeks of "rural placement" in your Shire in the University holidays during the year or over the Christmas break. RDN's role is to administer the scheme, promote the Bush Bursary to medical students in NSW/ACT and to select the successful recipients. RDN matches the successful students with a sponsoring shire council. Each sponsoring shire council nominates a placement coordinator (usually this is someone who works at the council). The placement coordinator is responsible for liaising with the sponsored student and organising the activities included in the placement.

The NSW Rural Doctors Network has been working on a longitudinal tracking study of all medical students who have received the Bush Bursary. Since the first BB/CWA scholarships were awarded in 1996, 161 students have benefited. The career choice and practice locations of these students have been tracked by RDN between 1996 and 2006.

Forty-one Shire, City or Municipal Councils have sponsored between 1 and 22 students each. Three students have been sponsored by other community organisations and the CWA have sponsored 13 students. Of the 161 students, 62% have been female and 39% have grown up in a rural community (outside Sydney, Wollongong and Newcastle).

☐ HEAD OFFICE:

SUITE 19, LEVEL 3  
133 KING STREET, NEWCASTLE 2300  
TELEPHONE [02] 4924 8000  
FACSIMILE [02] 4924 8010

☒ SYDNEY OFFICE:

PO Box 1111  
MASCOT, 1460  
TELEPHONE [02] 9313 5955  
FACSIMILE [02] 9313 5750

## SHIRE OF WALGETT – AGENDA

One hundred and one of these students had graduated from University by 2006 and one third were doing or had done their first postgraduate year in a base hospital. This is remarkable because of the small proportion of postgraduate places (less than 10%) available outside metropolitan areas.

Of these students 47 were on a vocational training program (15 general practice registrars and 32 specialist registrars) and two were vocationally registered GPs.

The two GPs were in RRMA 5, nine of the 15 GP registrars were training in rural areas (RRMA 3-7) and four specialist registrars were training in rural areas. This is also encouraging as there are few specialist-training places outside metropolitan areas.

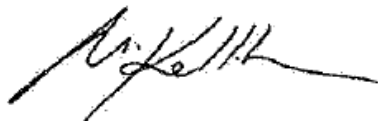
All students have enjoyed their placements. They loved being engaged in the community, both professionally and socially. Students from the country enjoyed having the financial freedom to spend time back there as a professional rather than a resident, and those not from the country gained invaluable knowledge and familiarity with rural issues, which is likely to expand their thinking in terms of future career options. This group were much more likely to mention an interest in the scholarship as a 'trial' prior to deciding whether or not to apply to study at a rural clinical school.

The number of students studying medicine is increasing, with students from the Universities of NSW, Newcastle, Sydney, Wollongong and the Australian National University all eligible to apply for a Bush Bursary placement in 2008. There are new medical schools at the University of Western Sydney, New England and Notre Dame whose first intake begin early in 2008, students from these universities will be able to apply for the Bush Bursary from 2009 onwards. There will be increasing numbers of students who will apply for the Bush Bursary, RDN would like to be able to offer as many Bush Bursary places as possible to expose this new generation of future doctors to rural medical practice and lifestyle.

Your contribution is significant in providing a positive experience of rural health, which is a known contributor to choosing a rural career. The evidence is mounting that this is the case.

If you would like any further information about the Bush Bursary scheme or the longitudinal evaluation please feel free to contact me – [mkelliher@nswrpn.com.au](mailto:mkelliher@nswrpn.com.au) or (02) 8337 8100. Enclosed with this letter is a fax back sponsorship form, if your council would like to participate in the Bush Bursary scheme in 2008 please return the form before **Monday the 31<sup>st</sup> of March**. I look forward to hearing from you soon.

Kind regards,



Ms. Marie Kelliher  
Project Officer – Education & Training

2008 BUSH BURSARY SPONSORSHIP RESPONSE FORM

Your shire is invited to sponsor and host a Bush Bursary Scholarship holder during 2008. Please complete the following details of you wish to participate or alternatively, if you wish to obtain further information please contact Marie Kelliher in the Sydney office of the NSW Rural Doctors Network (02) 9313 5955 or e-mail – [mkelliher@nswrdsn.com.au](mailto:mkelliher@nswrdsn.com.au)

Name of Shire Council:	_____
Name of Town for Rural Placement:	_____
Name of General Manager:	_____
Name of Placement Coordinator:	_____
Job title of Placement Coordinator:	_____
Mailing Address:	_____
	_____
	_____
	_____
E-mail:	_____
Telephone:	_____
Facsimile:	_____

Please return this form by **Monday the 31st of March 2008** to:

Marie Kelliher  
Project Officer – Education and Training  
PO Box 1111  
Mascot NSW 1460  
Fax: (02) 9313 5750  
Email: [mkelliher@nswrdsn.com.au](mailto:mkelliher@nswrdsn.com.au)

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 13

**Subject:** Request for Donation – Lightning Ridge Women’s Golf Club

**Author:** Emma Darcy – Manager Corporate Services

**File No:** 180/08/00/00

---

**Summary**

This report is presented to Council to consider a request for a donation towards *The Rose Bowl* Women’s Golf Tournament.

**Comments (including issues and background)**

A request has been received from Lightning Ridge Women’s Golf Club for a donation towards *The Rose Bowl* Women’s Golf Tournament which is held in each western division club every six (6) years. Lightning Ridge is hosting the tournament in July 2008.

Applications for Section 356 Donations have historically closed in July each year and presented to Council for consideration in August. As the tournament is due to be held prior to the Council meeting it is recommended that Council consider this application to be paid from the Section 356 Donation for 2008/2009 at the present Council meeting.

**Relevant Reference Documents**

Letter from Lightning Ridge Women’s Golf Club dated 14 January 2008 (File Number 180/08/00/00 Letter Number 296).

**Stakeholders**

Walgett Shire Council  
Lightning Ridge Women’s Golf Club

**Financial Implications**

That an amount of \$250 be provided for *The Rose Bowl* Women’s Golf Tournament to be paid from Members & Civic – Section 356 Donation - Budget 2008/2009.

**Recommendations**

**That Council resolve to pay \$250 (GST exclusive) from Members & Civic - Section 356 Donation to Lightning Ridge Women’s Golf Day towards The Rose Bowl from the Budget for 2008/2009.**

**LIGHTNING RIDGE WOMENS GOLF CLUB**

ABN 46056428249  
PO BOX 313  
CRYSTAL ROAD LIGHTNING RIDGE  
2834  
TELEPHONE / FAX 0268290006

Walgett Shire  
Council  
REC'D

18 JAN 2008

FILE:  
180/08/00/00

LETTER No:

296

REFER:

ML

WALGETT SHIRE COUNCIL  
77 FOX ST  
PO BOX 31  
WALGETT  
2832

DEAR SIR/ MADAM,

IN JULY 2008 OUR CLUB WILL BE HOSTING ONE OF THE **COPY:**  
BIGGEST WOMEN'S GOLF TOURNAMENTS IN THE WESTERN DISTRICTS  
CALLED THE "FAR WEST BOWL OR "THE ROSE BOWL" WHICH COMES TO  
EACH CLUB IN THE WESTERN DISTRICT EVERY SIX YEARS.

FOR THIS WE HAVE TO ENTERTAIN MANY PARTICIPANTS FROM  
SURROUNDING AREAS FOR A WEEKEND AND BUY A LOT OF GOOD  
QUALITY TROPHIES.

TO KEEP UP THE LIGHTNING RIDGE TRADITION OF HOSPITALITY MEANS  
THAT WE HAVE TO RAISE THE MONEY TO DO THIS AND BEING A SMALL  
CLUB- AS DO ALL SMALL CLUBS THESE DAYS- WE MANAGE TO KEEP  
AFLOAT BUT FIND IT DIFFICULT TO EKE OUT ANY EXTRA FINANCES AS  
IS NEEDED FOR THE "ROSE BOWL"

OUR CLUB IS RUN ENTIRELY ON VOLUNTARY BASIS (GROUNDS,  
CLEANING, OFFICE WORK.) AND OF COURSE, WE LOOK TO OUR  
MEMBERS TO HELP WITH EVERY MAJOR TOURNAMENT, NOT ONLY  
WITH DONATIONS OF A TROPHY OR MONEY TO PURCHASE A TROPHY  
BUT TO PITCH IN THEIR TIME IN PREPARING GROUNDS, FOOD AND  
SEVERING MEALS.

YOU WILL HAVE REALISED THAT WE ARE SEEKING SPONSERSHIP. ANY  
SPONSERSHIP THAT YOU FEEL YOU CAN DONATE WOULD BE GREATLY  
APPRICIATED AND ACKNOWLEDGED.

THANK YOU FOR YOUR TIME AND I LOOK FORWARD TO HEARING FROM  
YOU

HEIDI MONCH-SMITH  
SECRETARY



14.1.07.



<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 14

**Subject:** Request for Waiving of Temporary Licence Fees

**Author:** Myrene Lovegrove - Accountant

**File No:** 180/08/00/00

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**Summary**

This report recommends Council approve a donation to Police and Community Youth Clubs (PCYC) for an amount of \$100 for the temporary licence fee to utilise Number 1 Oval in Walgett for a twelve month period. It also recommends that Council waive the bond payable of \$250.00

**Comments (including issues and background)**

Walgett Shire Council has become a key partner with the Police & Community Youth Clubs (PCYC) to provide activities for the youth of Walgett Shire Council. The PCYC program has proved to be very successful since its inception in July 2006 by engaging youth in a number of different programs ranging from sporting activities to various lifestyle programs.

Council has committed to an annual contribution of \$40,000 in Walgett Shire Council Management Plan 2007/2008 – 2011/2012 adopted 28 June 2007 and has shown long term commitment through the provision an ongoing contribution of \$40,000 including a CPI adjustment until 2011/2012.

Over the next twelve months various activities have been planned utilising No 1 Oval in Walgett. As per Fees and Charges within Management Plan 2007/2008 – 2011/2012 and temporary licence fee Council charges a \$250 bond and \$100 temporary licence fee for users of this oval.

As the PCYC is operated in partnership with Council it is recommended that Council consider contributing \$100 from Manager Corporate Services – Contingency Account towards the temporary licence fee and that the bond of \$250 be waived.

**Relevant Reference Documents**

Letter from PCYC Dated 21 January 2008 (File 130/04/04/00 Letter 356)

**Stakeholders**

- Walgett Shire Council
- PCYC
- Walgett Shire Council Youth

**Financial Implications**

\$100.00 to be transferred from Manager Corporate Services - Contingency account to Members and Civic - Section 356 Donation to enable Council to provide a donation to PCYC for the temporary licence fee for the use of Number 1 Oval in Walgett.

**Recommendations**

- 1. That Council approve a donation of \$100 for the temporary licence fee for Number 1 Oval for a twelve month period payable from Manager Corporate Services - Contingency account and reallocated to Members & Civic – Section 356 Donation.**
- 2. That Council resolve to waive the bond of \$250 payable by PCYC for the use of Number 1 Oval.**
- 3. That Council consider an annual contribution towards PCYC licence fee and bond for the use of Number 1 Oval in its Management Plan 2008/2009 – 2012/2013.**

Walgett Shire  
Council  
REC'D

21 JAN 2008



FILE: 130/04/04/00

Mr. Ray Kent  
General Manager  
Walgett Shire Council

LETTER No: 356

REFER: RCK via JMG.

14 January 2008

Dear Mr. Kent,

COPY:

The Police and Community Youth Clubs (PCYC) program have been successfully operating every second Thursday and Friday in the Walgett Shire since its launch in July 2006. The main aim of the project is to combat the level of juvenile crime in the community through engaging youth in a range of sporting, educational and lifestyle activities.

In more recent times PCYC has expanded its operations and commitment through the introduction of a full-time Manager. New activities such as swimming and fitness classes are recent additions to the fortnightly deployment of PCYC Police from across the state. PCYC intends to expand into activities such as boxing and touch football.

NSW Police and NSW PCYC are very committed to providing its services to the youth of Walgett. Over the past 18 months we have enjoyed a tremendous working relationship with the Walgett Shire Council who has become a key partner.

At the time of setting up the program, Walgett Council made a commitment to provide usage of the Walgett Shire Councils ovals and parks free of charge.

Recently I went to book Oval No.1 and was informed by the booking clerk, Ms. Wendy Newton that PCYC would be charged \$100.00 and to place a bond of \$250.00.

On behalf of NSWPCYC I request that booking fees and associated bonds be waived for all grounds, oval and parks in the Walgett Shire.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Lavenia Small', is written over a horizontal line.

Lavenia Small  
Manager, Walgett PCYC

POLICE & COMMUNITY YOUTH CLUBS NSW LTD  
ABN 89 401152 271 ACN 000 041 056 DONATIONS \$2 AND OVER TAX DEDUCTIBLE

STATE OFFICE  
1C Mimika Avenue, Whatan NSW 2770  
PO Box 595, Mt Druitt NSW 2770  
T (02) 9625 9111 E stateoffice@pcycnsw.org.au  
F (02) 9625 9333 W www.pcycnsw.org.au

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 15

**Subject:** Walgett Shire Council Aboriginal Community Development and Reconciliation Plan

**Author:** Emma Darcy – Manager Corporate Services

**File No:** 100/33/01/00

---

**Summary**

This report is presented to Council for the endorsement of an extension on the public display period for the draft Walgett Shire Council Aboriginal Community Development and Reconciliation Plan which closed on 11 January 2008 and for Council to approve that the plan and submissions be considered at the April 2008 Council meeting.

**Comments (including issues and background)**

It was resolved at the Council meeting held on 20 November 2007:

**362/07 – Aboriginal Community Development and Reconciliation Plan**

**RESOLUTION:**

*It was resolved on the Motion of the Administrator that:*

- 1. Council receive and note the draft copy of the Aboriginal Community Development and Reconciliation Plan.*
- 2. 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.*
- 3. The plan and any submission be considered at the 2008 February Council Meeting.*

*Carried*

A number of submissions were received from various agencies throughout the shire as late as 21 January 2008 due mainly to the Christmas break falling in the submission period. Submissions were received from Walgett Aboriginal Medical Centre, Dharriwaa Elders Group and NSW Department of Aboriginal Affairs. It is imperative that all submissions are considered.

All submissions have been collectively considered but the final plan is still not finalised at the date of writing this report. It is therefore recommended that the date for the presentation of the report be changed to April 2008 Council Meeting.

**Relevant Reference Documents**

- Walgett Shire Council Aboriginal Community Development and Reconciliation Plan
- Submission from Walgett Aboriginal Medical Centre received 10 January 2008
- Submission from Dharriwaa Elders Group received 15 January 2008
- Submission from NSW Department of Aboriginal Affairs received 21 January 2008
- Council minute 362/07 – November 2007 Council meeting

**Stakeholders**

Walgett Shire Council  
Walgett Aboriginal Medical Centre  
Dharriwaa Elders Group  
NSW Department of Aboriginal Affairs

**Financial Implications**

Nil

**Recommendation**

**That Council resolve to amend Council resolution 362/07 Aboriginal Community Development and Reconciliation Plan as follows:**

- 1. Council receive and note the draft copy of the Aboriginal Community Development and Reconciliation Plan.**
- 2. 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.**
- 3. The plan and any submission be considered at the 2008 April Council Meeting.**

## **MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008**

**Item No:** 16

**Subject:** Walgett Historical Society Inc – Option to Renew Lease

**Author:** Emma Darcy – Manager Corporate Services

**File No:** 145/09/03/00 & 021/08/02/00

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### **Summary**

This report is presented to Council to consider amending resolution 206/07 and to approve the renewal of the lease between Walgett Shire Council and Walgett Historical Society to occupy the Walgett Old Council Chambers and the Masonic Lodge.

### **Comments (including issues and background)**

Council received a letter from Walgett Historical Society on 15 March 2005 exercising their option to renew the lease between Walgett Shire Council and Walgett Historical Society to occupy the Walgett Old Council Chambers (Lot 45, DP253643). They have also made a second request to lease the Masonic Lodge (Lot 372 DP 828037). Council made the following resolution on 17 July 2007:

#### **206/07 – Walgett Historical Society – Lease of Premises**

##### **RESOLUTION: -**

It was resolved on the Motion of the Administrator that Council

1. That Council prepare a new lease, each for a ten year period, for the Walgett District Historical Society Incorporated to occupy the Walgett Old Council Chambers and the Walgett Masonic Lodge.
2. That the lease fee for each property be set at \$100.00 (plus GST) per annum payable in advance.
3. That the General Manager and Administrator be authorised to affix the Common Seal of Council and sign each lease when they are acceptable to both parties.

Carried

Further legal advice has been sought from Booth, Brown, Samuels and Olney where Council has been advised that they are obliged to grant the society the option to renew the lease for the Old Council Chambers for a further period from 2005 to 2010, as stated in the original lease with the Society. Note that Walgett Historical Society also has the second option to renew from 2010 to 2015.

As previously reported to Council Walgett District Historical Society Incorporated have confirmed that they have sublet a portion of the building to a third party. Item 18 of the old lease gave the lessee provision to sublet part of the property to “Walgett Special 1

## SHIRE OF WALGETT – AGENDA

Cooperative”. The current third party subletting part of the building is not Walgett Special 1 Cooperative but is a masseur.

Council has also been approached by Walgett District Historical Society Incorporated to lease the Walgett Masonic Lodge, this being Lot 372 DP 828037. Currently Walgett District Historical Society Incorporated has access to the Masonic Lodge which they utilise to store memorabilia.

Council has the option to negotiate the annual rent from the current \$10 per annum to \$100 per annum as per resolution. It is recommended that Council consider maintaining the lease fee of \$10 per annum in order to ensure that the lease is prepared immediately.

### Relevant Reference Documents

Letter from Walgett Historical Society dated 15 March 2005  
Email from Booth Brown Samuels and Olney dated 5 February 2008  
Council Resolution 206/07 – Walgett Historical Society – Lease of Premises

### Stakeholders

Walgett Shire Council  
Walgett Historical Society

### Financial Implications

Annual rent payable of \$10 per annum.

### Recommendations

#### 1. That Council resolve to amend resolution 206/07 as below:

#### 206/07 – Walgett Historical Society – Lease of Premises

##### RESOLUTION: -

It was resolved on the Motion of the Administrator that Council

1. That Council resolve to prepare a lease, each for a *five* year period *from 2005 until 2010*, for the Walgett District Historical Society Incorporated to occupy the Walgett Old Council Chambers and the Walgett Masonic Lodge.
2. That the lease fee for each property be set *at \$10.00* (plus GST) per annum payable in advance.
3. That the General Manager and Administrator be authorised to affix the Common Seal of Council and sign each lease when they are acceptable to both parties.

Carried

Walgett District Historical Society

P O Box 242  
WALGETT 2832

PRESIDENT Margaret Bow  
SECRETARY Noreen Dunn  
TREASURER Elaine Duncan

15 March 2005

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

Dear Sir,

re Society's lease of 78 Fox Street, Walgett.

Pursuant to our existing lease we hereby exercise our option  
for renewal of the lease for a further period of five (5)  
years.

We await your reply.

Yours faithfully,

*Noreen Dunn*  
Secretary.

Walgett Shire  
Council  
RECD

15 MAR 2005

FILE: ASS. 295

LETTER No: 4989

REFER: SJM



<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 17

**Subject:** Auction Sale of Land for Overdue Rates

**Author:** Renee Reynolds-Customer Service Officer-Finance

**File No:** 025/05/01/77

---

**Summary**

This report details the properties eligible for sale of land for overdue rates and seeks Council's authorisation to submit the land for auction sale for overdue rates in accordance with Section 713 of the Local Government Act, 1993.

**Comments (including issues and background)**

Under Chapter 17 Part 2 Division 5 Section 713 of the Local Government Act, 1993,

**713 Sale of land for unpaid rates and charges**

*(1) For the purposes of this Division, a rate or charge is overdue if:*

*(a) in the case of vacant land, it has remained unpaid for more than one year,  
or*

*(b) in the case of any other land, it has remained unpaid for more than 5  
years,*

*from the date on which it became payable.*

*(2) A council may, in accordance with this Division:*

*(a) sell any land (including vacant land) on which any rate or charge has  
remained unpaid for more than 5 years from the date on which it became  
payable, and*

*(b) sell any vacant land on which any rate or charge has remained unpaid  
for more than one year but not more than 5 years from the date on which it  
became payable, but only if:*

*(ii) the total amount of unpaid rates or charges on the land exceeds  
the valuation, and*

*(3) The council must not sell any such land unless the general manager or the public officer certifies in writing:*

- (a) what rates and charges (including overdue rates and charges) are payable on the land, and*
- (b) when each of those rates and charges was made and how it was levied, and*
- (c) when each of those rates and charges became payable, and*
- (d) what amounts are payable by way of overdue rates and charges on the land, and*
- (e) what amounts are payable by way of rates and charges (other than overdue rates and charges) on the land.*

The General Manager's Certificates have now been prepared containing the relevant information and Council's authorisation is now sought to proceed with the sale of the properties listed.

All attempts to recover the overdue rates and charges, for the properties listed, have proved unsuccessful and this is the only remaining option to Council to recover the outstanding rates and charges.

Whilst it is recommended to submit the listed properties for auction, should the rates and charges be paid out, or satisfactory arrangements made, the properties can be withdrawn from the proposed sale at anytime prior to the date of the auction.

### **Relevant Reference Documents**

- See following table.
- Walgett Shire Councils Debt Recovery Policy.

### **Stakeholders**

- Walgett Shire Council
- Walgett Shire Council ratepayers

### **Financial Implications**

Sale of land for overdue rates effectively reduces the amount of rates and charges outstanding to council, with any remaining balance of sale proceeds being returned to the owner.

**Recommendations**

- The land detailed in the following document, with the exception of Assessment 8961 (John Dimopolous, Playground, Colin Street Carinda) be submitted for sale at public auction on Saturday 7<sup>th</sup> June 2008 at 10.00am in the Council Chambers, 77 Fox street Walgett 2832.
- The proposed sale be published in the Government gazette and in a local newspaper.
- Each person ascertained as having an interest in the land be notified of the Councils intention to sell the land under Section 713 of the Local Government Act, 1993.
- The auction sale be conducted by a licensed auctioneer and should the lots be unsold at the auction that they be listed for sale by private treaty.
- The reserve price for the lots be set at the valuation determined by a Registered Valuer.
- Council authorises the execution of contracts and transfer documents under its Common Seal.

# SHIRE OF WALGETT – AGENDA

## WALGETT SHIRE COUNCIL LOCAL GOVERNMENT ACT 1993 (SECTION 713) SALE OF LAND FOR UNPAID RATES

Ass No	Name of Owner/s or persons having an interest in the land	Description of Land	Arrears Owing as of 31/1/2008	Current Land Value
8029	Robyn I Key VACANT	Balaclava st Burren Junction 5/4/758199	\$ 3,484.70	\$1,500.00
4978	Darryl Merton Hook HOUSE	Neilly Street Walgett 2/839372	\$ 15,399.47	\$850.00
22020	Estate of Thomas Brummell VACANT	Merrywinebone Prt 21/752239	\$ 317.34	\$200.00
9134	Paul John Lunn VACANT	Oliver Street Carinda 5/13/758227	\$ 9,404.56	\$400.00
1263	Walgett Game Meats Processing Works Pty. VACANT	95 Dewhurst Street Walgett 4//236733	\$ 7,128.38	\$1,060.00
9308	David Wayne Smith VACANT	Warren Street Carinda 2/2/758227	\$ 10,126.31	\$400.00
8961	John Dimopolous PLAYGROUND	Colin Street Carinda 1//309612	\$ 6,015.55	\$300.00
7500	M J White VACANT	Neilly st Walgett 32//534846	\$ 7,453.15	\$850.00
11973	D W Smith VACANT	Colless st Come-By-Chance 2//226811	\$ 131.52	\$200.00
53520	Bruin and Houlton VACANT	Narran Street Collarenebri 34 and 35/238593	\$ 11,248.04	\$1,000.00
			\$ 70,709.02	

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 18

**Subject:** Domestic Waste Management Service Over-Charge on Assessment  
19968 (formally Assessment 1996)

**Author:** Katie Hook – Rates Clerk

**File No:** 180/09/05/00

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Report to be tabled at meeting

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 19

**Subject:** Refund of Rates Levied on Assessment 1271 (formerly Assessment 127)

**Author:** Katie Hook – Rates Clerk

**File No:** 180/09/05/00

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Report to be tabled at meeting

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 20

**Subject:** Vacation Care

**Author:** Emma Darcy – Manager Corporate Services

**File No:** 130/02/01/00

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**Summary**

This report recommends that Council amend resolution 409/07 Vacation Care – Walgett to enable Council to take over the operation of vacation care in Walgett from April 2008.

**Comments (including issues and background)**

A report relating to vacation care in Walgett was presented to Council on 11 December 2007 where the following was resolved:

<b>409/07 – Vacation Care - Walgett</b>
---

**RESOLUTION:**

It was resolved on the Motion of the Administrator that subject to the concurrence of the Department of Community Services that Council agree to operate vacation care in Walgett from July 2008.

Carried.

A letter was sent to Walgett Aboriginal Medical to advice of Council's decision. Further correspondence was received from WAMS (a copy of the letter attached) advising that they need the activity to be conducted during December/January school holidays. Due to the timing of the letter and the requirement from Council to receive concurrence from the Department of Community Services the vacation care has not been operated at the date of writing this report.

WAMS are unable to continue operations of the program so it is advisable that Walgett Shire begins to plan for the operation of Vacation Care due to be held during the next school holidays in April 2008. A letter was sent to Department of Community Services on 11 January 2008 seeking approval for this proposed change including the alteration to the current funding arrangements.

**Relevant Reference Documents**

Letter received from Walgett Aboriginal Medical Centre dated 17 December 2007  
Letter sent to Department of Community Services dated 11 January 2008  
Council Minute 409/07

## **SHIRE OF WALGETT – AGENDA**

### **Stakeholders**

Walgett Shire Council  
Walgett Aboriginal Medical Service Co-operative Ltd  
Department of Community Services

### **Financial Implications**

Nil financial implications directly related to this report. It is expected that the funding received from Department of Community Services will cover the costs to operate Vacation Care in Walgett.

### **Recommendations**

**That Council resolve to amend resolution 409/07 as follows:**

**Subject to the concurrence of the Department of Community Services that Council agree to operate vacation care in Walgett from April 2008.**





**Walgett Aboriginal Medical Service Co-operative Ltd**

**ABN: 78 014 990 451**

37 Pitt St (P.O Box 396), Walgett NSW 2832  
Phone: (02) 6828 1611, 6828 1798 Fax: (02) 6828 1201  
Email: walgettams@bigpond.com

Ms Emma Darcy  
Manager Corporate Services  
Shire of Walgett Council  
PO Box 31  
**WALGETT NSW 2832**

Dear Madam,

**VACATION CARE – WALGETT**

Thank you for your rapid response to WAMS request regarding the above mentioned activity. Your letter of 17 December 2007, was tabled at the WAMS Directors meeting which was held on the same date.

The WAMS Directors have duly resolved that they offer the current Vacation Care Program conducted by WAMS to the Walgett Shire forthwith, in order for this activity to be conducted during the December/January school holidays.

WAMS are unable to continue the operations of this program and ask that you make contact with Finance Officer, Mr Andrew Denison (ph:0418-668398) to discuss the financial handover.

Thank you and kind regards.

Yours sincerely,

**GEORGE FERNANDO, CHAIRPERSON.**  
**BOARD OF DIRECTORS.**

17 December 2007

**Walgett Shire  
Council**  
REC'D

19 DEC 2007

FILE: 130/02/01/00.

LETTER No: 10973.

REFER: KJA.

COPY: 1

FUNDED BY THE FEDERAL DEPT OF HEALTH & AGEING & THE NSW DEPT OF STATE HEALTH

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 21

**Subject:** Variation of Funding Agreement – Walgett Youth Centre and Amenities Block

**Author:** Gai Richardson – Community Liaison Officer

**File No:** 195/04/00/00

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### **Summary**

This report seeks Council's approval for the affixing of the Council Seal for the variation to the Walgett Youth Centre Upgrade Regional Partnership project.

### **Comments (including issues and background)**

Council received funding from the Department of Infrastructure, Transport, Regional Development and Local Government (DOTARS) to repair and renovate the Walgett Youth Centre and build an amenities block adjacent to the Walgett Sporting Club. The Walgett Youth Centre work was completed within the timeframe specified in the Funding Agreement. However, due to the planned upgrading of the Walgett levee bank and the difficulties to the sewer connection, the original site has been relocated to a new site within the perimeter of the Walgett Sporting Club. A request has been made to DOTARS for an extension of the timeframe, by 6 months, to allow necessary documentation to be completed with the Department of Lands for the relocation of the site, and for the completion of the amenities block by Council.

The Deed to vary a funding agreement must be signed under seal, and executed by Walgett Shire Council to enable the funding agreement to be varied under the Regional Partnerships programme.

### **Relevant Reference Documents**

- Letter from DOTARS dated 11<sup>th</sup> January, 2008.
- Funding Agreement between Walgett Shire Council and DOTARS
- Terms and Conditions for the DOTARS

### **Stakeholders**

- Walgett Shire Council
- Walgett Sporting Club
- Walgett Community
- Department of Infrastructure, Transport, Regional Development and Local Government.

**Recommendation:**

**That Council approve the execution under seal of the Deed to vary a funding agreement under the Regional Partnerships program to build an amenities block at the Walgett Sporting Club.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 22

**Subject:** Outcomes Achieved for Local Ethnic Affairs Priorities Statement and Action Plan

**Author:** Gai Richardson – Community Liaison Officer

**File No:** 145/11/11/00

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### **Summary**

This report is presented to Council to provide the results following a review of the Local Ethnic Affairs Priorities Statement (LEAPS) and Action Plan 2006 – 2009 as adopted by Council on 22 June 2006.

### **Comments**

Walgett Shire Council Local Ethnic Affairs Priorities Statement and Action Plan 2006-2009 (LEAPS) was adopted by Council on 22 June 2006 within Management Plan 2006 – 2007. Council recognises that people from culturally diverse backgrounds may face many issues in relation to access to services and participating in the wider community and the LEAPS identifies the way in which Council can assist people from culturally diverse communities to access Council services and facilities. This Action Plan has been reviewed with the outcomes achieved noted within the attached plan which has been updated.

### **Stakeholders**

Walgett Shire Council  
Walgett Shire Community

### **Relevant Reference Documents**

Nil

### **Recommendation**

**That Council adopt the reviewed Walgett Shire Council Local Ethnic Affairs Priorities Statement and Action Plan 2006 – 2009 as attached.**

**WALGETT SHIRE COUNCIL**  
**LOCAL ETHNIC AFFAIRS PRIORITIES STATEMENT (LEAPS)**  
**AND ACTION PLAN 2006-2009**

Walgett Shire Council recognises that people from culturally diverse backgrounds may face many issues in relation to access to services and participating in the wider community. This may be due to language barriers, a general lack of understanding on how systems such as the legal, social and educational systems operate in Australia. It may also be due to there being very few, or no other people, of their ethnic background residing in their community.

Walgett Shire Council is committed to providing equitable and accessible services, facilities and activities for the whole community.

The Local Ethnic Affairs Statement identifies the way in which Council can assist people from culturally diverse communities to access Council services and facilities.

The Local Ethnic Affairs Priorities Statement (LEAPS) outcomes and strategic direction are based on four key result areas:

1. Access and Equity
2. Leadership
3. Community Harmony
4. Economic and Cultural Opportunities

Walgett Shire Council supports and affirms the principles of multiculturalism outlined within the CRC and the Principles of Multiculturalism Act 2000 as summarised:

- All residents have opportunities to participate in public life.
- Provisions are made for the culture, language and religion of others and that these are respected.
- All residents are able to participate in relevant activities and programs administered by the Council.
- Cultural and linguistic assets are promoted and celebrated as a valued resource

It is intended that Local Ethnic Affairs Priorities Statement (LEAPS) principles will be implemented through all facets of Council business.

## OUTCOMES

Walgett Shire Council's Local Ethnic Affairs Priorities Statement (LEAPS) aims to achieve the following outcomes over the next three years:

- People from the wider community and people from culturally and linguistically backgrounds in Walgett Shire will enjoy mutual respect for each other.
- The Walgett Shire Community will value and respect the cultural diversity and the similarities of its people.
- Council services will be better able to meet the needs of people from cultural and linguistic backgrounds.
- People from cultural and linguistic backgrounds will be better able to meet their own needs.
- People from cultural and linguistic backgrounds will be more aware of access to Council services and facilities.

To achieve these outcomes, Council will adopt the following strategic direction:

1. Undertake internal processes to achieve outcomes.
  - 1.1 Integrating the Local Ethnic Affairs Priorities Statement (LEAPS) with Council's Strategic Plan.
  - 1.2 Monitor and report the Local Ethnic Affairs Priorities Statement (LEAPS) priorities through Council's Annual Report.
2. Develop skills and knowledge of Council Staff working with culturally diverse people.
3. Improve communication between Council Staff and people from cultural and linguistic backgrounds.
4. Increase the awareness of Council services and facilities that are available

<b>ACTIONS 2006-2009</b>
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The following Action Plan was developed by the Community Liaison Officer after consultation with Council Management, other key staff and relevant community members and organisations.

Included are activities through which Council will meet its Local Ethnic Affairs Priorities Statement (LEAPS) objectives.

These actions are separated into four key result areas:

1. Access and Equity
2. Leadership
3. Community Harmony
4. Economic and Cultural Opportunities

*(The table is adapted from the recommended format in the Resource Handbook for Chief Executive Officers and Senior Managers – Ethnic Affairs in the NSW Public Sector, Community Relations Commission 1998)*

## KEY RESULT AREA ONE

## ACCESS AND EQUITY

Outcomes (what we want to achieve)	Strategies (How we will achieve this)	Actions (what we will do in 2006-2009)	Who is Responsible	What Resources are available	When will this be completed	How we will measure success	Outcomes achieved
Council's services, facilities and programs are widely known and accessed by Walgett Shire Residents who come from a culturally and linguistically diverse background	Improve communication between diverse people and Council Staff and increase awareness of Council services available.	Place language identification signs in each customer service area and Council Agency  Skill staff in the use of the translator interpreter service and the trans cultural centre	Community Liaison Officer  Human Resource Officer	Staff Time  Staff Time	December 2006  June 2007	Staff and customer usage of signs  Increased use of TIS and TCC by Staff	Completed within timeframe  Training completed within timeframe
Walgett Shire Council and people from culturally linguistically diverse backgrounds enjoy mutual respect in each other	Develop skills and knowledge of Council Staff in working with culturally diverse people.	Provide relevant staff with cross cultural training.  Include an analysis of culturally and linguistically diverse population characteristics and demographics in Council's planning documents.	Human Resource Officer  Relevant Council Departments	Staff Time  Staff Time	June 2007  When latest ABS Census figures are available then ongoing	Training sessions held  Country of birth and languages spoken statistics included in plans.	Training completed within timeframe

2006/2007 Management Plan  
Reviewed January 2008



## KEY RESULT AREA ONE - continued

## ACCESS AND EQUITY

Outcomes (what we want to achieve)	Strategies (How we will achieve this)	Actions (what we will do in 2006-2009)	Who is Responsible	What Resources are available	When will this be completed	How we will measure success	Outcomes achieved
Walgett Shire Council and people from culturally and linguistically diverse backgrounds enjoy mutual respect in each other	Develop skills and knowledge of Council Staff in working with culturally diverse people.	Maintain and review EEO, Harassment and Bullying Policies	Human Resource Officer and Relevant Council Staff	Staff Time	Ongoing	Policies are regularly reviewed.	EEO Policies currently being reviewed. Bullying and Harassment Training completed for all staff. LEAPS policy has been reviewed for current Management Plan
Walgett Shire Council and people from culturally and linguistically diverse backgrounds enjoy mutual respect in each other		Include TIS and TCC information in staff induction package	Human Resource Officer	Staff Time	Ongoing	New Staff receive TIS and TCC information	TIS and TCC Information to be included in updated staff induction packages

2006/2007 Management Plan  
Reviewed January 2008

		Include criteria for EEO and cross cultural / diversity awareness in Council's Employment process	Human Resource Officer	Staff Time	Ongoing	Selection criteria for positions include EEO and diversity management	Criteria is Included in Employment process
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## KEY RESULT AREA TWO

## LEADERSHIP

Outcomes (what we want to achieve)	Strategies (How we will achieve this)	Actions (what we will do in 2006-2009)	Who is Responsible	What Resources are available	When will this be completed	How we will measure success	Outcomes achieved
Local services are better able to meet the needs of the people from culturally and linguistically backgrounds living in Walgett Shire.	Support collaborative action between local services.	Participate in relevant agency meetings.	Community Liaison Officer	Staff Time	Ongoing	Service provision increased to people from culturally diverse backgrounds	CLO attended relevant agency meetings. CLO liaises with TCC staff.
	Undertake internal processes to achieve outcomes	Develop a standard reporting mechanism for LEAPS Annual Reporting	Corporate Services	Staff Time	June 2007	LEAPS activities included in Council's Annual Report Report mechanism developed	Reporting mechanism integrated into General Manager's Executive Assistant's job description

2006/2007 Management Plan  
Reviewed January 2008

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19 February 2008

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## KEY RESULT AREA THREE

## COMMUNITY HARMONY

Outcomes (what we want to achieve)	Strategies (How we will achieve this)	Actions (what we will do in 2006-2009)	Who is Responsible	What Resources are available	When will this be completed	How we will measure success	Outcomes achieved
Walgett Shire Community values and respects the cultural diversity and similarities of its people.	Promote the appreciation of cultural diversity within the Walgett Shire	Make reference to Walgett Shire's cultural diversity at all official Council events.	Corporate Services Tourism Community Liaison Officer	Staff Time	Ongoing	Increased awareness of Walgett Shire's Cultural Diversity	

## KEY RESULT AREA FOUR

## ECONOMIC AND CULTURAL OPPORTUNITIES

Outcomes (what we want to achieve)	Strategies (How we will achieve this)	Actions (what we will do in 2006-2009)	Who is Responsible	What Resources are available	When will this be completed	How we will measure success	Outcomes achieved
People from culturally and linguistically diverse backgrounds are better able to meet their own needs	Improve the capacity of local culturally diverse people to manage their own affairs	Develop a referral list of agencies that can assist people from culturally and linguistically diverse backgrounds and distribute to Council's customer services and agencies	Community Liaison Officer	Staff Time	December 2006	Referral list developed and distributed	Completed TIS, TCC and language signs in all agencies

2006/2007 Management Plan  
Reviewed January 2008

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
--

**Item No:** 23

**Subject:** Reviewed recommendations from the Walgett Shire Council Social Plan 2007-2010

**Author:** Gai Richardson - Community Liaison Officer

**File No:** 145/11/11/00

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**Summary**

This report seeks Council's adoption of the reviewed recommendations of the Walgett Shire Council Social Plan 2007-2010.

**Comments**

The recommendations if adopted, will provide guidance to Council activities and decision making in the areas of Children; young people; women; older people; people with disabilities; aboriginal people; people from culturally and linguistically diverse backgrounds and transport and access.

**Stakeholders**

Walgett Shire Council  
Walgett Shire Community

**Relevant Reference Documents**

Walgett Shire Council Social Plan 2007-2010

**Recommendations**

**That Council adopt reviewed recommendations 3.1.1 to 10.1.3 of the Walgett Shire Council Social Plan 2007-2010 as attached.**

**REVIEWED RECOMMENDATIONS FROM THE WALGETT SHIRE COUNCIL  
SOCIAL PLAN 2007-2010**

**3: CHILDREN**

3.1.1 Council continue to ensure that children residing in and visiting the Shire have access to a range of quality care, educational and social facilities and services.

- Ongoing.

3.1.2 Council support the Family Day Care Service to establish in-home care services. Council continue to seek family day carers, and ensure that information regarding the new carer's grant for assistance in the up costs for family day care is promoted and made available for prospective carers.

- Ongoing.

3.1.3 Council prepare a cost analysis and undertake a feasibility study for establishing a centre based child care service at the Family Day Care cottage located in Pitt Street, Walgett.

- The Council Administrator, Mr. Vic Smith, made a request to the Minister for Community Services, to allow the Family Day Care Cottage to be used as a Family Day Care venue for carers. This request was denied.

3.1.4 That Council investigate the opportunities for work based placements at the Long Day Care Centre to assist in attracting and retaining skilled staff.

- At this stage there appears to be no identified need for this.

3.1.5 Council pursue opportunities for available grants and subsidies to improve facilities and further activities at our youth centres.

- Applications for funding by the Youth Development Officer to provide activities at the Youth centres have been successful. Further applications for funding by the Youth Development Officer are ongoing.

3.1.6 Council continue to maintain and provide facilities, including playground equipment that meet Australian Standards for all the community.

- Council has an allocated budget of \$80,000 p.a. for the next 5 years to replace playground equipment and facilities in the major parks in the towns and villages in the Shire.
- Lightning Ridge and Walgett Libraries both have identified children's areas which are accessed for story time and visits by vacation care, pre-schools and play groups.



## **SHIRE OF WALGETT – AGENDA**

### **4. YOUNG PEOPLE**

#### **4.1.1 Council continue to support services for young people aged 14-24 years**

- If requested, Council Youth Workers support services at organised activities for young people aged 14-24 years.

#### **4.1.2 Council support programs initiated by Government agencies that address alcohol and substance abuse by young people**

- Programs that Council support include the Community Drug Action Team (CDAT), Police, Citizens, Youth Club (PCYC) and Youth off the Streets (YOTS), Reconnect.

#### **4.1.3 Council support the establishment of 'drop in' centres with in the Shire for young people where that can available themselves of information, encouragement and support.**

- Council is not aware of any requests for support or any proposed developments of drop in centres for young people at the moment.

#### **4.1.4 Council, with support of the Department of Education staff, encourage students to participate in School to Work programs**

- A School to Work Program has commenced with indoor and outdoor Council staff acting as mentors for the students involved.

#### **4.1.5 Council promote and implement the 'School to Work' program to all businesses in the Shire, through its Economic Development Officer, Aboriginal Liaison Officer, and the Community Liaison Officer.**

- The 'School to Work Program' will re-commence in mid March, 2008. PCYC management have agreed to accept a student in the 'School to Work' program

### **5. WOMEN**

#### **5.1.1 Council support initiatives by the Health Services to recruit family and domestic violence Counsellors**

- Ongoing recruitment occurs by Walgett and Lightning Ridge Health Services, Walgett Aboriginal Medical Service, Walanba Yuna Vhanoo (Women's Legal Services) to recruit family and domestic violence Counsellors. Council supports theses initiatives as the Community Liaison Officer attends meetings with the Interagency Domestic Violence Committee, Namoi House and Barwon Cottage Committee and other relevant meetings.

#### **5.1.2 Council continue to support proposals to increase the availability of accessible and affordable child care throughout the Shire**

- Council is not aware of any requests for support for the above recommendation.

## **SHIRE OF WALGETT – AGENDA**

### **6. OLDER PEOPLE**

- 6.1.1 Council support initiatives to meet the demand for facilities and services in aged care including housing, personal care, transport and recreational needs.
- 6.1.2 Council support proposals to increase service provision of programmes aimed at the “well” aged to assist them to remain at home in order that they can continue to self care.
- 6.1.3 Council support funding submissions by organisations and agencies for Independent Living Unit Accommodation.
- 6.1.4 Council support proposals for increased mental and general health care agencies for ageing people through the State and Commonwealth Government for residents of the Shire.
  - Council is not aware of any requests for support for the above recommendations.

### **7. PEOPLE WITH DISABILITIES**

- 7.1.1 Council support agencies seeking funding possibilities that will enable the opportunity to increase health related transport across the Shire.
- 7.1.2 Council support organisations and agencies to increase allied health, mental health and therapy service provision across the Shire.
- 7.1.5 Council support and give encouragement to people with disabilities so that they are aware of available training opportunities.
  - Council is not aware of any requests for support for the above recommendations.
- 7.1.3 Council develop a Disability Action Plan, through a process of consultation with people with disabilities, service providers and the community to enable compliance with planning needs.
  - To assist with the development of a Disability Action Plan as per 7.1.3, the Community Liaison Officer has contacted the Gilgandra Shire Council and Gosford City Council, who have agreed to forward copies of their Disability Action Plans. On contacting the Coonamble Shire, the Community Liaison Officer was advised Coonamble Shire Council do not have a Disability Action Plan, that as local relevant service providers and the Department of Disability, Ageing and Home Care have their own resources and action plans, Coonamble Shire Council has agreed to work with them for a more cohesive co-ordination of service provision.
- 7.1.4 Council provide disabled access to all Council owned buildings.
  - After consultation with the Walgett Shire Councils Department of Health and Building Department staff, the Community Liaison officer was advised that there is no requirement under the Act to provide disabled access in existing buildings. However, it is desirable where practical. At this stage Council's main agencies have disabled access. These are the Council Chambers, the Walgett Library and Visitor Information Centre and the Collarenebri Agency.

**8. ABORIGINAL PEOPLE.**

8.4.1 Council continue to support and encourage employment opportunities for Aboriginal people.

- This is occurring as Council is currently providing up to eight positions, which are not normally part of Council's outdoor staff employment structure, for Aboriginal people, by working with BEST Employment and the Community Development Employment Program.
- Council will continue to School to Work Program this year with Aboriginal students who attend the High School in the Shire.

8.4.2 Council continues its efforts to encourage better understanding of cultural awareness and sharing of differences and communication with the community.

- Council has employed an Aboriginal Liaison Officer who regularly liaises and communicates with members in the Aboriginal community throughout the Shire on Council's behalf.
- Council has developed an Aboriginal Community Development and Reconciliation Plan which at this stage is still in draft form.
- Council staff attend the Community Working Party and Interagency meetings.

8.4.3 Council support programs initiated by Governments and Aboriginal Organisations to improve accommodation for Aboriginal people.

- Council is not aware of any such programs initiated or requests made for support at this stage.

8.4.4 Council support programs that allow educational opportunities within the Shire to enhance cultural and diversity.

- Council is not aware of any requests for support for the above.

**9. PEOPLE FROM CULTURALLY AND LINGUISTICALLY DIVERSE BACKGROUNDS.**

9.4.1 Due to the ageing of culturally and linguistically diverse backgrounds(CALD) residents, Walgett Shire Council support service providers seeking to secure additional hostel and nursing home beds, especially for people with dementia.

- Council is not aware of any requests for the above

9.4.2 Walgett Shire Council continually review the Local Ethnic Affairs Priority Statement (LEAPS) with the view to the ongoing education of staff when dealing with people from culturally and linguistically diverse backgrounds .

- Council has reviewed LEAPS.

9.4.3 Walgett Shire Council continue staff training sessions for better understanding and compliance with EAPS guidelines.

and

## **SHIRE OF WALGETT – AGENDA**

9.4.4 Walgett Shire Council ensure people from diverse cultural backgrounds have equitable access to services.

- Council has offered staff training sessions for all staff which included the use of the Translator Interpreter Service (TIS).
- Council has placed 'Welcome' language signs and the TIS Language Card in all Council agencies for access for staff to assist people with poor English skills.

## **10. ACCESS AND TRANSPORT**

10.1.1 Council support proposals to provide and improve transport services between towns and outlying villages.

10.1.4 Council provide in kind and support to services providers who are endeavouring to seek funding to improve transport and access to residents within the Shire.

- Council is not aware of any requests for the above.

10.1.2 Council to continue to audit the condition of footpaths in the central business districts of towns and prioritise areas in greatest need of replacement and up grading to allow ease of access for residents.

- Yearly audits are ongoing and replacement and upgrading occur according to budgetary constraints.

10.1.3 Council, through its Engineering department lobby for additional funding to upgrade footways throughout the major towns and outlying villages within the Shire.

- Council is working with BEST Employment and CDEP to provide Work for the Dole Projects which have upgraded footpaths in Walgett and Collarenebri. These programs will continue pending the availability of funding for the projects.

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 24

**Subject:** Lehman Brothers Australia Ltd Investment Update (formerly Grange Securities Investment)

**Author:** Emma Darcy –Manager Corporate Services

**File No:** 180/02/01/00

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**Summary**

This report is presented to council to provide an update on the status of investments currently held with Lehman Brothers Australia Limited (formerly Grange Securities Investment).

**Comments (including issues and background)**

It was resolved at the Council meeting held on 21 November 2006:

**313/06 – Investment Options – Grange Securities**

**RESOLUTION:**

**It was resolved on the Motion of the Administrator that:**

**1. That Council invest \$2,000,000 with Grange Securities for a period of no more than twelve (12) months and review this investment at the end of the investment period.**

**2. That Council provide Grange Securities a copy of its Investment Policy.**

**Carried.**

Council's investment of \$2 million was managed by Grange (now Lehman Brothers Australia Ltd) in a managed portfolio. This portfolio was established to cater for Walgett Shire Council's investment policy, Section 625 of the Local Government Act (1993), The Ministerial Investment Order, Clause 212 of the Local Government (General) Regulations 2005 and the third party investment requirements of DLG Circular 06-07.

The global financial markets underwent upheaval both in Australia and overseas in June - July 2007. The situation in the US sub prime mortgage market and the related lack of liquidity in the global fixed income/credit markets affected all global markets. The volatility in the market was largely due to softer performance in equity markets, loss announcements by some banks and negative news coming from the homebuilding and mortgage sectors.

It was then resolved by Council on 11 December 2007:

**431/07 – Grange Securities Investment Update December 2007**

**RESOLUTION:**

**It was resolved on the motion of the Administrator:**

**4. That Council rescind the resolution from the Closed Council meeting 20 November 2007**

**RESOLUTION:**

***It was resolved on the Motion of the Administrator that Council withdraw all its investments with Grange Securities Limited immediately.***

***Carried***

**5. That Council endorse the disposal of Adelaide Bank FRN and Elders Rural Bank Sub Dept, securities managed by Grange Securities for \$469,920 and \$467,300 respectively.**

**6. That Council continue to closely monitor the performance of securities managed by Grange Securities Limited.**

**Carried.**

The proceeds from the above disposal have been re invested into fixed term deposits with interest rates between 7.19% and 7.43% It is expected that the loss in principle of \$62,780 will be recouped in less than 12 months.

The volatility in global markets was further heightened in January 2008 when Australian and US government bond yields fell further. This was driven mainly by “safe house” buying as global share markets suffered bouts of heavy selling as concern that the US economy was sliding into recession. This is evident in the attached spreadsheet. *Any losses will only be realised if the individual securities are actually sold.*

Walgett Shire Council is still however, receiving coupons for investments with \$20,784.66 received in December 2007 in unfranked income with interest calculated at between 8.1467% and 8.8467%. Council has been attempting to gain independent advice in regards to these investments. This is proving difficult and is also an issue experienced by other local governments who have invested in similar investments with Lehman Brothers and other similar products.

**Relevant Reference Documents**

Grange Securities Credit Market Update 1/12/07

Lehman Brothers Australia Ltd Credit Market Update 31/12/07

Lehman Brothers Australia Ltd Credit Market Update 31/1/08

Walgett Shire Council Investment Policy

## **SHIRE OF WALGETT – AGENDA**

### **Stakeholders**

Walgett Shire Council  
Grange Securities

### **Financial Implications**

Interest income of \$20,784.66 received in December 2007.

### **Recommendations**

**That Council receive and note the report on Lehman Brothers Australia Ltd Investment Update (formerly Grange Securities Investment)**

## SHIRE OF WALGETT – AGENDA

**Walgett Shire Council**  
**Lehman Brothers Investments Portfolio**  
**Market Value of Investments**

Security Description	Dec coupons	Jan-08	Dec-07	Nov-07	Oct-07	Sep-07	Aug-07	Jul-07	Purchase value
Magnolia	1,040.48	37,006.00	40,132.50	42,312.00	44,469.00	43,114.50	42,780.50	36,944.50	50,000.00
Helium	4,074.66	127,614.00	156,166.00	160,020.00	170,936.00	180,568.00	181,432.00	174,102.00	200,000.00
Zircon	10,155.48	276,495.00	346,495.00	364,225.00	385,425.00	411,965.00	416,310.00	384,330.00	500,000.00
MAS6-7	5,514.04	114,200.00	146,700.00	153,277.50	210,410.00	227,005.00	230,125.00	234,212.50	250,000.00
Maquarie Cash Management Trust		79,638.15	78,645.20	57,860.54	57,931.38	57,584.02	29,338.11	20,566.60	
<b>Portfolio Total</b>	<b>20,784.66</b>	634,953.15	768,138.70	\$ 777,695.04	\$ 869,171.38	\$ 920,236.52	\$ 899,985.61	\$ 850,155.60	<b>1,000,000.00</b>



## MANAGER PLANNING AND REGULATION'S REPORT TO COUNCIL MEETING 19 FEBRUARY 2008

**Item No:** 25

**Subject:** Policy for developments where Council has a conflicting role as a Consent Authority

**Author:** Matthew Goodwin - Manager Planning and Regulation

**File No:** 004/12/01/62

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### Summary

This report recommends that Walgett Shire Council adopt a Policy for developments where Council has a conflicting role as a consent authority.

### Comments (including issues and background)

Under the provisions of the Environmental Planning and Assessment Act 1979, Walgett Shire Council is the “consent authority” for the majority of Development Applications within the Shire. In some circumstances the Department of Planning may be the consent authority, such as for major developments.

Council periodically deals with developments in which it is both the consent authority and one or more of the following:

- An applicant.
- A landowner.
- A trustee for a Crown Reserve.
- The lessee of a Western Lands Lease or a Permissive Occupancy.

The position paper titled “Corruption Risks in NSW Development Approval Processes”, published by the Independent Commission Against Corruption (ICAC) in September 2007 made a recommendation that directly relates to this situation, as follows (see page 57):

#### RECOMMENDATION 13

That individual local councils take steps to manage their conflicting roles in matters where they are the regulator of land and have a financial interest in the outcome of the matter.

That document also sets out an example approach that Councils can use to manage potential conflict by categorising development based on its scale and nature, while applying an assessment and decision methodology that becomes more independent for larger developments.

## **SHIRE OF WALGETT – AGENDA**

In accordance with recommendation 13, Council's Planning and Regulation staff have prepared a policy titled "*Policy for Developments Where Council has a Conflicting Role as a Consent Authority*", as reproduced following this report.

The policy is based upon the principles outlined within the ICAC position paper and will provide a basis for Council to meet its obligation to provide an objective, fair and transparent process to deal with developments in which it has some involvement.

### **Relevant Reference Documents**

- Position paper titled "Corruption Risks in NSW Development Approval Processes", published by the Independent Commission Against Corruption in September 2007.

### **Stakeholders**

Public and Walgett Shire Council.

### **Financial Implications**

Discussions with the building and planning staff of Councils in the region have shown there are very few qualified and experienced town planners operating in the area. In that context the only viable way to ensure developments are independently reviewed or assessed in a prompt manner is by engaging consultant planners.

Additional expenditure will be incurred by Council engaging consultants to undertake reviews of medium scale development, as well as the full assessment large scale developments. Preliminary assessments suggest that reviews will cost about \$1,500 each while full assessments will cost about \$5,000 each. The actual costs incurred could vary substantially based on the scale and complexity of a given development proposal.

To some extent the extra expense may be mitigated by a reduced risk of legal action associated with Council's decisions on Development Applications.

### **Recommendation**

**That Walgett Shire Council endorse the policy document titled "*Policy for Developments Where Council has a Conflicting Role as a Consent Authority*".**



**WALGETT SHIRE COUNCIL**

**POLICY FOR DEVELOPMENTS  
WHERE COUNCIL HAS A CONFLICTING  
ROLE AS A CONSENT AUTHORITY**

## POLICY FOR DEVELOPMENTS WHERE COUNCIL HAS A CONFLICTING ROLE AS A CONSENT AUTHORITY

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Policy Number:

Responsible officer:           Manager Planning and Regulation

Date adopted by Council:

Review Date:

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### POLICY STATEMENT

Walgett Shire Council is committed to objectivity, fairness and transparency in dealing with developments where it is the consent authority and involved as an applicant, landowner or trustee.

### POLICY OBJECTIVES

1. To ensure that Council complies with:
  - 1.1.The New South Wales Environmental Planning and Assessment Act 1979 and associated regulations.
  - 1.2.Current environmental planning instruments, such as any relevant State Environmental Planning Policy or Local Environmental Plan.
2. To deal with any development where Council is involved in a manner that ensures consistency, fairness, transparency and that an appropriate level of environmental assessment is undertaken.

### POLICY

#### Classification of Development

Developments where Walgett Shire Council is the consent authority and involved as an applicant, landowner or trustee will be classified in the following manner.

CATEGORY	TYPE OF DEVELOPMENT
Category 1 - Small scale developments	<ul style="list-style-type: none"><li>• Less than \$20,000 in value, and;</li><li>• No written objections to proposed development received.</li></ul>
Category 2 - Medium scale developments	<ul style="list-style-type: none"><li>• Objections received to proposed development, and/or;</li><li>• New land use proposed, and/or;</li><li>• Development value between \$20,000 and \$200,000</li></ul>
Category 3 – Large scale development	<ul style="list-style-type: none"><li>• Significant new land use proposed, and/or;</li><li>• Development value greater than \$200,000</li></ul>

### Processing Methodology

The following processing methodology shall be applied to the respective categories of development.

CATEGORY	PROCESSING METHODOLOGY
Category 1	<ul style="list-style-type: none"> <li>• <b>Assessment</b> undertaken by Council staff not involved in preparing the application.</li> <li>• <b>Determination</b> by staff under delegated authority or by full Council.</li> </ul>
Category 2	<ul style="list-style-type: none"> <li>• <b>Assessment prepared</b> by Council staff not involved in preparing the application.</li> <li>• <b>Assessment reviewed</b> by an appropriately skilled independent party, such as external consultants or officers from another Council.</li> <li>• <b>Determination</b> by full Council.</li> </ul>
Category 3	<ul style="list-style-type: none"> <li>• Consideration should be given to expanding <b>notification</b> processes.</li> <li>• <b>Full assessment</b> by an appropriately skilled independent party, such as external consultants or officers from another Council.</li> <li>• <b>Determination</b> by full Council.</li> </ul>

### REFERENCE DOCUMENTS

- Environmental Planning and Assessment Act 1979.
- Environmental Planning and Assessment Regulation 2000.
- Position Paper titled "Corruption Risks in NSW Development Approval Processes", Independent Commission Against Corruption, published September 2007 (particularly pp. 55-62).

<b>MANAGER PLANNING AND REGULATION'S REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 26

**Subject:** Policy for the discharge of Liquid Trade Waste.

**Author:** Len Smyth - Health and Building Surveyor

**File No:** 031/00/02/16

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**Summary**

Recently, the Walgett Shire Council's draft Liquid Trade Waste Policy was placed on public exhibition in accordance with the requirements of Chapter 7, Part 3 of the Local Government Act 1993.

It is now recommended that the policy be formally adopted by Council.

**Comments (including issues and background)**

The policy deals with the discharge of liquid trade waste from commercial premises into Council operated sewer and effluent systems.

Local Water Utilities (LWU's), such as Walgett Shire Council, are responsible for the provision of water supply and reticulated sewerage services in NSW country towns.

Pollution and damage to the environment resulting from poor liquid trade waste management practices have resulted in successive governments creating a number of statutes aimed at greater protection of the environment, health and safety.

By mid 2009 Council is required to comply with the requirements of the Liquid Trade waste guidelines prepared by the department of Water and Energy (DWE).

At a meeting held on 11<sup>th</sup> December 2007 Walgett Shire Council resolved to publicly exhibit the draft Walgett Shire Council Policy for the Discharge of Liquid Trade Waste. Advertisements were placed in local newspapers giving notice that the policy was on exhibition at Council's Administration Building, Lightning Ridge Library, Councils office in Collarenebri, or by downloading from Council's website. Written submissions were encouraged up until 25<sup>th</sup> January 2008.

No public submissions were received regarding the policy.

The exhibited policy was endorsed by the Department of Water and Energy in a letter dated 21<sup>st</sup> November 2007.

**Relevant Reference Documents**

- Walgett Shire Council Policy for Discharge of Liquid Trade Waste to the Sewerage System, as endorsed by Department of Water and Energy on 21<sup>st</sup> November 2007.
- 2007 Model Policy for Discharge of Liquid Trade Waste to the Sewerage System published by the NSW Department of Water and Energy.
- Liquid Trade Waste Management Guidelines published by the Department of Water and Energy in 2005.

**Stakeholders**

Public and Council.

**Financial Implications**

Nil.

**Recommendation**

**That Walgett Shire Council resolve to:**

1. **Formally adopt the policy known as the “Walgett Shire Council Policy for Discharge of Liquid Trade Waste”**
2. **Forward a copy of the endorsed policy to the Department of Water and Energy as requested by the Senior Manager, Water Utility Performance, Department of Water and Energy, in his letter of endorsement of the draft policy dated 21<sup>st</sup> November 2007.**

**MANAGER PLANNING AND REGULATION'S REPORT TO COUNCIL  
MEETING 19 FEBRUARY 2008**

**Item No:** 27

**Subject:** Community based heritage study

**Author:** Matthew Goodwin - Manager Planning and Regulation

**File No:** 235/06/26/00

**Summary:**

Walgett Shire Council's Heritage Adviser has overseen the preparation of a community-based heritage study which includes a number of heritage related recommendations. This report addresses issues associated with those recommendations.

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

For a number of years Walgett Shire Council's Heritage Adviser, Graham Hall, has been overseeing the preparation of the Walgett Shire Community Based Heritage Study. Its development occurred in close consultation with interested individuals, the majority of whom are members of various local historical societies. The heritage study includes a detailed account of the context in which it was prepared.

All owners of heritage items have been notified that their properties were being considered for heritage listing under a Local Environmental Plan. Four objections were received in response to about 130 notification letters, and they are summarised in the table below.

NAME	LAND	STUDY NO.	OWNER'S COMMENT	HERITAGE ADVISER'S POSITION 7 FEB 2008
Shop  Alma Street Burren Junction	Lot 3C DP 398963	2590071	Letter from owners, who do not wish property to be listed. Heritage adviser rang owner to explain implications and advantages, and clarified that the decision will be Council's. Owner still preferred not to be listed. No reason given. Later letter discloses that owners wish to sell and fear listing would reduce value.	No change to Heritage Study report.
House  74 Euroka Street Walgett	Lot 36 DP 807917	2590027	Letter objecting, on basis of alterations and claimed hardship.	Inspected by Heritage Adviser. Study committee agreed that recent changes had devalued significance. Deleted from Heritage Study report.



## SHIRE OF WALGETT – AGENDA

NAME	LAND	STUDY NO.	OWNER'S COMMENT	HERITAGE ADVISER'S POSITION 7 FEB 2008
Storekeeper's residence  Colless Street Come-by-Chance	Lot 16 DP 635554	2590065	Phone call and letter vehemently opposing nomination; intends to demolish and replace. Offer made by Heritage Adviser to provide advice on restoration and grants.	Heritage Adviser subsequently visited house when in Come-by-Chance, but Mr. Green was away.  No change to Heritage Study report.
House  Cnr Inkerman and Waterloo Streets Burren Junction	Lot 35 DP 753926	2590018	Owners initially welcomed proposed listing, sought Heritage Adviser's assistance with restoration, and had a grant for restumping approved. Later, rejected advice on changes to front windows, declined grant and sought removal from list.	No change to Heritage Study report.

A key aspect of the heritage study is the recommendations that it contains, as follows:

<p><b>6 RECOMMENDATIONS</b></p> <p>The Study Committee recommends that Council</p> <ol style="list-style-type: none"> <li>1. List the items identified by the Heritage Study as items of environmental heritage in a schedule to the Local Environmental Plan.</li> <li>2. List the Preserved Opal Fields as a heritage conservation area in the Local Environmental Plan.</li> <li>3. Further investigate items identified, but not assessed, in section 4.13 of the Heritage Study as "Items for further study".</li> <li>4. Consult with the Aboriginal community and undertake a study of Aboriginal heritage in the Shire.</li> </ol>
--

The following comments are offered on the respective recommendations:

1. **Heritage items:-** 129 items are proposed for listing, which is a significant number. The Heritage Study contends that "the number of items recommended for listing is comparable with those identified by recent studies in other shires in the region" (p. 24).

A draft Walgett Shire Local Environmental Plan is currently being prepared and will be publicly exhibited in coming months. The public exhibition of the draft Local Environmental Plan will provide owners of heritage items another opportunity to comment or object to the proposed listing of items on their property.

As indicated previously, owners of heritage items have been notified that their properties have been proposed for heritage listing in an Local Environmental Plan.

- 2. Preserved opal fields as a [heritage] conservation area:-** Council's planning consultant, Ian Sinclair, and planning staff raised questions about the appropriateness of establishing a heritage conservation area over the preserved opal fields. In response Council's Heritage Adviser wrote a memorandum dated 23 January 2007 (as reproduced following this report) which seeks to develop a minimalist control regime and contemplates an alternative of requiring Development Applications only for "*new buildings, large extensions and demolitions*" within the preserved opal fields.

With regard to the Heritage Adviser's recommendations it is important to note:

- Notification has not been provided to owners or occupiers of land titles on the preserved opal fields that Council is considering applying a heritage conservation area or some other heritage management mechanism.
- The 'heritage' values of the preserved opal fields have arisen in a context of minimal government regulation.
- Only very basic information about the history of some of the preserved opal fields in the vicinity of Lightning Ridge is contained within the Heritage Study.
- The preserved opal fields vary significantly in their age and character, hence their potential heritage values. Approximate dates of commencement for opal mining in some relatively recently mined areas include early 1970s for Carter's Rush, 1987 for Sheepyard opal fields, and early 1970s for Coocoran A.
- Within the Heritage Study there is no analysis of the public benefits or detriments in maintaining the current minimal planning intervention approach compared to quite a high level of intervention by establishing a heritage conservation area or requiring development consent for certain activities.

In the above context the Manager Planning and Regulation recommends that Walgett Shire Council:

- (a) Not endorse the recommendations of the Heritage Adviser made in the Heritage Study document dated February 2008, or memorandum dated 23 January 2007, regarding the preserved opal fields.
- (b) Undertake a heritage study on the preserved opal fields which considers all significant heritage values and provides an analysis of options for managing those values in a planning context.

During discussions between Council's Heritage Adviser and the Manager Planning and Regulation on 7 February 2008, the Heritage Adviser verbally indicated support for recommendation (a) and (b) above.

- 3. Items for further investigation:-** This recommendation should be pursued where resources permit.
- 4. Aboriginal heritage study:-** This recommendation should be pursued where resources permit.

### Relevant Reference Documents

- Report of the Community-Based Heritage Study of Walgett Shire, prepared by Walgett Shire Council's Heritage Adviser and dated February 2008.

**Stakeholders**

Owners and occupiers of potential heritage items, Walgett Shire Council's heritage adviser, Heritage Office (a unit of the Department of Planning) and Walgett Shire Council.

**Financial Implications**

No budget allocation has been made in this financial year for any further heritage related studies. Consideration will need to be given to funding particular projects in the next financial year.

**Recommendations:**

**That Walgett Shire Council resolve to:**

- 1. Publicly exhibit the Report of the Community-Based Heritage Study of Walgett Shire (Heritage Study), prepared by Graham Hall and dated February 2008 for a minimum of 28 days.**
- 2. Advertise the public exhibition of the Heritage Study and invite submissions from the public via advertisements:**
  - (a) In the Walgett Spectator,**
  - (b) In the Lightning Ridge News, and;**
  - (c) On the Walgett Shire Council internet site.**
- 3. Prepare a draft Local Environmental Plan which lists the items of local heritage as detailed in the Heritage Study.**
- 4. Consider any submissions received regarding proposed listing of heritage items during the mandatory public exhibition process associated with the draft Local Environmental Plan.**
- 5. Further investigate items identified, but not assessed, in section 4.13 of the Heritage Study as "*Items for further study*" as resources permit.**
- 6. In the next financial year, consider funding a study of Aboriginal heritage in the Shire to be undertaken in consultation with the Aboriginal community.**
- 7. With regard to the preserved opal fields:**
  - (a) Not endorse the recommendations of the Heritage Adviser made in the Heritage Study, or memorandum dated 23 January 2007.**
  - (b) In the next financial year, consider funding a heritage study of the preserved opal fields which assesses all significant heritage values and provides an analysis of options for managing those values in a planning context.**

WALGETT SHIRE COUNCIL

MEMORANDUM

TO: Manager, Planning and Regulation

FROM: Heritage Adviser

SUBJECT: Heritage Study recommendation that the Preserved Opal Fields be listed as a Conservation Area

DATE: 23 January 2008

It is understood that Council's planning consultant has queried this recommendation.

**Heritage Value of the Preserved Fields**

In my opinion the Preserved Fields satisfy the criteria for heritage significance gazetted by the Heritage Council and quoted in the Report. The Statement of Significance in the listing sheet for the Preserved Fields explains how they satisfy the criteria. The report itself at 3.11 discusses the concept. On reflection, the Report deals adequately with the matter. The heritage value of the fields was recognised by Council before the Study commenced. The Study Committee discussed this item in more detail than most, and clearly formed the same view. I confirm that I adhere to it.

**Management in Planning Instruments**

However, the question of how this significance might best be managed has been less clear. It has been discussed both by the Committee and between you and me on several occasions. The Preserved Fields – unlike conventional conservation areas in metropolitan and regional areas - already has some heritage status, which might have provided an alternative basis for control. Also, the Committee and I recognise that the unique character of the Preserved Fields is in part the result of a historical *absence* of controls. Any new regime should operate with a light hand, both from a heritage perspective and to maximise public acceptance.

From a heritage perspective the Committee agreed that on balance, listing as a Conservation Area would be the best option, but recognised that Council officers might take a different view, which could be reported to Council. It will be appreciated that an exploration of these options for implementation lay outside the scope, time frame and budget of the study.

You have suggested that these matters might be better resolved in the near future, before the report is exhibited. As it happens, I have been working on draft procedures for expediting the assessment process for heritage-affected applications, and a separate paper will be submitted shortly for your consideration. This response draws on some of the analysis underlying it. In particular, the attached table summarises the extent to which I consider the Heritage Adviser should be involved in assessments.

It also identifies some difficulties that arise if the *compulsory* LEP heritage clauses are complemented by the standard (but *optional*) exempt and complying development plan in SEPP 60. I have taken this up with the Heritage Office, and am awaiting their advice. Due to illness of the officer concerned, this will not be available until next week at the earliest. You have a copy of the relevant emails.

Proposals affecting individually listed items within the area will of course be examined under a Shire-wide procedure. In my opinion, there are only a few types of development of unlisted property on the Preserved Fields which warrant review from a heritage perspective. These are large extensions, new buildings and demolitions.

The difficulty is that in some respects the establishment of a conservation area imposes some controls and procedures that are not warranted, but without it, potentially inappropriate development cannot be controlled, (unless an alternative regime can be developed.) The main dilemmas are as follows.

**Establishment of a conservation area**

This would provide the necessary level of control over the type of larger developments that could impact adversely on the area. Where necessary, Council could require a Heritage Impact Statement under LEP subclause 5 and unambiguously consider heritage issues under subclause 4. (Note that I am working on procedures that will obviate the need for heritage impact statements in most cases, even for listed items, and encourage early consultation).

On the other hand, establishing a conservation area would bring the *compulsory* LEP subclause 2b into play. This would impose controls over minor external changes to colours, textures, materials and details which (while warranted in a suburban context) are unnecessary here. (But note that such development need only require a simplified procedure under subclause 3, an exchange of notifications. I am developing a draft form, based on one already used by Marrickville Council, as this will be needed for minor work to listed items.)

**If a conservation area is not established**

In this case

1. large extensions, new buildings and demolitions may be approved as complying development, without reference to Council or the Heritage Adviser;
2. both exempt and complying demolitions (including those associated with new construction that is complying development) could be approved without reference to Council or the Heritage Adviser.
3. developments requiring consent to a DA could only be assessed for heritage impact under the general power of s. 79C of the EPAA: a Heritage Impact Statement could not be required under the LEP subclause 4. This leaves Council relying on a general or reserve power (which admittedly metropolitan councils do frequently use) when the new LEP should be providing clarity. It could take applicants unawares, after time, money and emotion have been invested in a DA.

A possible solution to points 1 and 2 above is to modify the exempt and complying schedule so as not to apply to these types of work within the Preserved Fields. Another is to use the SEPP 60 standard and show the Preserved Fields on a map referred to in 7 (3) (c) (iii) and 9(3) (c) (iii) as an environmentally sensitive area for complying development. However these measures again seem to leave Council relying on s. 79C.

**Other controls linked to zoning**

The Walgett Shire Growth Management Study and Draft Strategy includes the following recommendations:

- Zone those parts of the 'preserved' Opal Fields that are flood free and have been subject to significant historical mining activity, as a Special Activities zone for mining, as shown on maps 8.18, 8.19 and 8.20.
- Development consent be required for new residential structures on the preserved opal fields, *generally in line with the provisions of State Environmental Planning Policy 60 – Exempt and Complying Development.*

As discussed, there may be a way to use the proposed zoning to provide the desired degree of control but no more, without designating the area as a conservation area. This might mitigate against any undue and uninformed public reaction. The above proposal for exempt and complying development would need to be removed. Preferably a way to overcome the difficulties of relying solely on s. 79C would need to be found.

**Conclusion**

If this is possible, I expect the Study Committee would quickly concur, and the report could be revised if time permits. Otherwise, on balance, the choice in my opinion depends on the s79C issue. If that can be resolved *satisfactorily*, and the exempt and complying provisions removed for new buildings, large extensions and demolitions, the conservation area can be dropped. If not, the recommendation should stand and a suitable information strategy developed.

The above is my view given present understanding. Perhaps Council staff could consider the foregoing prior to a telephone discussion to explore the issues.

Graham Hall  
Heritage Adviser

<b>MANAGER PLANNING AND REGULATION'S REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 28

**Subject:** Development and Complying Development Certificate Applications

**Author:** Matthew Goodwin - Manager Planning and Regulation

**File No:** 315/01/00/00

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**Summary:**

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

**Comments**

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 December 2007 and January 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 December 2007 and January 2008.**

## AUTHORITY

## Determined Applications



02/05/2008 Parameters: Date Range: Y Document Type: 2  
 Start Date: 1/12/2007 Officer: ALL  
 End Date: 31/01/2008 Number of Days: 0  
 As At Date: Stop The Clock: Yes

Page: 1

Document	Applicant Name / Address	Development Type Property Address Title Owner	Determination	Determined	Received
<b>Document Type: 20</b>					
<i>Stop the Clock</i> Total Elapsed Calendar Days: 1 Calendar Stop Days: 0 Adjusted Calendar Days: 1					
020/2007/000000038/002		160 Subdivision/Consolidation Arthur ST WALGETT LOT: 12 DP: 850362	Approved - Staff Delegation	19/12/2007	19/12/2007
<hr/>					
<i>Stop the Clock</i> Total Elapsed Calendar Days: 130 Calendar Stop Days: 85 Adjusted Calendar Days: 45					
020/2007/000000039/001		140 Cattle Feedlot  LOT: 3596 SEC: DP: 765948 WILL: 6519	Approved - Staff Delegation	03/01/2008	27/08/2007
<hr/>					
<i>Stop the Clock</i> Total Elapsed Calendar Days: 47 Calendar Stop Days: 0 Adjusted Calendar Days: 47					
020/2007/000000054/001		160 Subdivision/Consolidation Farmland LOT: 2607 DP: 764635	Approved by Council	14/12/2007	29/10/2007
<hr/>					
<i>Stop the Clock</i> Total Elapsed Calendar Days: 51 Calendar Stop Days: 0 Adjusted Calendar Days: 51					
<hr/>					
There are Multiple Parcels on this application					
<hr/>					
<hr/>					

## AUTHORITY



## AUTHORITY

## Determined Applications



Page:2

02/05/2008 Parameters:

Date Range:Y

Start Date:1/12/2007

End Date:31/01/200

As At Date:

Document Type: 2

Officer:ALL

Number of Days:0

Stop The Clock:Yes

Document	Applicant Name / Address	Development Type	Determination	Determined	Received
	Property Address	Title Owner			

Document Type: 20

020/2007/000000055/001

170 Change of Use

Approved - Staff Delegation

19/12/2007

30/10/2007

LOT: 81 DP: 820499

*There are Multiple Parcels on this application**Stop the Clock**Total Elapsed Calendar Days: 31**Calendar Stop Days: 0**Adjusted Calendar Days: 31*

020/2007/000000057/001

140 Class 10a -

Garage/Carport/Shed/Verandah

Arthur ST WALGETT

LOT: 14 SEC: 28 DP: 759036

Approved - Staff Delegation

21/12/2007

21/11/2007

*There are Multiple Parcels on this application**Stop the Clock**Total Elapsed Calendar Days: 55**Calendar Stop Days: 49**Adjusted Calendar Days: 6*

020/2007/000000058/001

150 Class 10b - Fence/Antenna/Swimming

Pool

Approved - Staff Delegation

22/01/2008

29/11/2007

LOT: 1 DP: 819858

*Stop the Clock**Total Elapsed Calendar Days: 56**Calendar Stop Days: 0**Adjusted Calendar Days: 56*

## AUTHORITY

## AUTHORITY

## Determined Applications



02/05/2008 Parameters: Date Range: Y Document Type: 2  
 Start Date: 1/12/2007 Officer: ALL  
 End Date: 31/01/2008 Number of Days: 0  
 As At Date: Stop The Clock: Yes

Page: 3

Document	Applicant Name / Address	Development Type	Determination	Determined	Received
	Property Address	Title Owner			

Document Type: 20					
020/2007/00000059/001	10 Class 1a - Single Dwelling/Dual Occupancy	Approved - Staff Delegation	30/01/2008		06/12/2007
	LOT: 783 DP: 830040				

Officer: Ms J R Babic  
 Number of Applications: 7

Average Elapsed Calendar Days: 33.86  
 Average Calendar Stop Days: 19.14  
 Average Adjusted Calendar Days: 33.86

Total Elapsed Calendar Days: 371.00  
 Total Calendar Stop Days: 134.00  
 Total Adjusted Calendar Days: 237.00

Stop the Clock

020/2007/00000056/001

Total Elapsed Calendar Days: 44  
 Calendar Stop Days: 40  
 Adjusted Calendar Days: 4

60 Class 5 - Office Building

Fox ST WALGETT  
 LOT: 18 DP: 41609

Approved - Staff Delegation 02/01/2008 20/11/2007

Officer: Mr L J Smyth  
 Number of Applications: 1

Average Elapsed Calendar Days: 4.00  
 Average Calendar Stop Days: 40.00  
 Average Adjusted Calendar Days: 4.00

Total Elapsed Calendar Days: 44.00  
 Total Calendar Stop Days: 40.00  
 Total Adjusted Calendar Days: 4.00

Stop the Clock

Total Elapsed Calendar Days: 2  
 Calendar Stop Days: 0  
 Adjusted Calendar Days: 2

## AUTHORITY

## AUTHORITY

## Determined Applications



02/05/2008 Parameters: Date Range: Y Document Type: 2 Officer: ALL  
 Start Date: 1/12/2007 Number of Days: 0  
 End Date: 31/01/2008 Stop The Clock: Yes  
 As At Date:

Page: 4

Document	Applicant Name / Address	Development Type	Determination	Determined	Received
	Property Address	Title Owner			

Document Type: 20 020/2007/00000023/002	10 Class 1a - Single Dwelling/Dual Occupancy 66 Morilla Street LIGHTNING RIDGE LOT: 7 SEC: 13 DP: 758612	Approved - Staff Delegation	24/01/2008		23/01/2008
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Officer: Mr M P Goodwin  
 Number of Applications: 1

Average Elapsed Calendar Days: 2.00  
 Average Calendar Stop Days: 0.00  
 Average Adjusted Calendar Days: 2.00

Total Elapsed Calendar Days: 2.00  
 Total Calendar Stop Days: 0.00  
 Total Adjusted Calendar Days: 2.00

Document	Applicant Name / Address	Development Type	Determination	Determined	Received
	Property Address	Title Owner			

Document Type: 24 Stop the Clock 024/2007/00000039/001	10 Class 1a - Single Dwelling/Dual Occupancy 24 Euroka Street WALGETT LOT: 22 DP: 253488	Approved - Staff Delegation	03/12/2007		26/11/2007
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Stop the Clock

Total Elapsed Calendar Days: 2  
 Calendar Stop Days: 0  
 Adjusted Calendar Days: 2

## AUTHORITY

## AUTHORITY

## Determined Applications



02/05/2008 Parameters: Date Range: Y Document Type: 2  
 Start Date: 1/12/2007 Officer: ALL  
 End Date: 31/01/2008 Number of Days: 0  
 As At Date: Stop The Clock: Yes

Page: 5

Document	Applicant Name / Address	Development Type	Determination	Determined	Received
Document Type: 24 024/2007/00000040/001	150 Class 10b - Fence/Antenna/Swimming Pool 14 Nettleton DR LIGHTNING RIDGE LOT: 9 DP: 114123		Approved - Staff Delegation	05/12/2007	04/12/2007
Stop the Clock Total Elapsed Calendar Days: 1 Calendar Stop Days: 0 Adjusted Calendar Days: 1					
024/2007/00000042/001	150 Class 10b - Fence/Antenna/Swimming Pool 39 Dewhurst ST WALGETT LOT: 11 SEC: 41 DP: 759036		Approved - Staff Delegation	12/12/2007	12/12/2007
Stop the Clock Total Elapsed Calendar Days: 2 Calendar Stop Days: 0 Adjusted Calendar Days: 2					
024/2007/00000043/001	140 Class 10a - Garage/Verandah 3 Gem ST LIGHTNING RIDGE LOT: 2 SEC: 24 DP: 758612		Approved - Staff Delegation	19/12/2007	18/12/2007
Stop the Clock Total Elapsed Calendar Days: 2 Calendar Stop Days: 0 Adjusted Calendar Days: 2					
024/2008/00000001/001	150 Class 10b - Fence/Antenna/Swimming Pool 66 Morilla ST LIGHTNING RIDGE LOT: 7 SEC: 13 DP: 758612		Approved - Staff Delegation	24/01/2008	23/01/2008

## AUTHORITY

AUTHORITY

## Determined Applications



Page:6

02/05/2008 Parameters:

Date Range: Y  
 Start Date: 1/12/2007  
 End Date: 31/01/2008  
 As At Date:

Document Type: 2  
 Officer: ALL  
 Number of Days: 0  
 Stop The Clock: Yes

Document	Applicant Name / Address	Development Type	Determination	Received
	Property Address	Title Owner		

Document Type: 24

Officer: Mr L J Smyth

Number of Applications: 5

Average Elapsed Calendar Days: 3.00  
 Average Calendar Stop Days: 0.00  
 Average Adjusted Calendar Days: 3.00

Total Elapsed Calendar Days: 15.00  
 Total Calendar Stop Days: 0.00  
 Total Adjusted Calendar Days: 15.00

## Report Totals &amp; Averages

Total Number of Applications : 14

Average Elapsed Calendar Days: 30.86  
 Average Calendar Stop Days: 12.43  
 Average Adjusted Calendar Days: 18.43

Total Elapsed Calendar Days: 432.00  
 Total Calendar Stop Days: 174.00  
 Total Adjusted Calendar Days: 258.00

AUTHORITY

<b>MANAGER PLANNING AND REGULATION'S REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 29

**Subject:** Development Application 2007051, Walgett Shire Council

**Author:** Matthew Goodwin - Manager Planning and Regulation

**File No:** DA 2007051

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### Summary

Walgett Shire Council has lodged a Development Application to subdivide land at Lightning Ridge for the purpose of future urban expansion. It is recommended that the application be approved subject to appropriate development consent conditions.

### Background

A report was submitted to the Council meeting held on 11 December 2007 regarding Development Application 2007051, included below as Attachment A. Council resolved as recorded below:

<b>413/07 – Development Application 2007051-Walgett Shire Council</b>
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**RESOLUTION:**

It was resolved on the Motion of the Administrator that Development Application 2007051 is deferred for until further investigation.

Further investigation was undertaken by engaging Ashley Albury, the Principal Planner with the Dubbo office of the Impax Group, to undertake an independent review of the Development Application. Mr Albury's review is included below as Attachment B.

Ashley Albury and the Impax Group have not undertaken any previous work for Walgett Shire Council or been associated with any developments in the Walgett Shire.

### Relevant Reference Documents

- Development Application file 2007051
- Environmental Planning and Assessment Act 1979.
- Interim Development Order No. 1 – Shire of Walgett 1968.
- Minutes of 15 December 2005 Walgett Shire Council meeting.
- Minutes of 11 December 2007 Walgett Shire Council meeting.
- Walgett Shire Growth Management Study and Draft Strategy, dated July 2007.

**Stakeholders**

- Walgett Shire Council
- Lightning Ridge Community
- NSW Department of Lands

**Recommendation**

**It is recommended that Development Application 2007051 be approved:**

- 1. In accordance with the recommendations made by Ashley Albury, the Principal Planner with the Dubbo office of the Impax Group, in a letter to Walgett Shire Council dated 25 January 2008.**
- 2. Subject to the following conditions of consent:**

**PRESCRIBED CONDITIONS OF DEVELOPMENT CONSENT**

**As no “work” is to be undertaken there are no prescribed conditions of development consent under the Environmental Planning and Assessment Regulation 2000.**

**CONDITIONS IMPOSED BY COUNCIL**

The following development consent conditions are imposed by Council.

**GENERAL**

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

**Gen 020.**

Any future development on the subject site or use of the subject land in a manner inconsistent with this development consent (approval) will require separate development consent to be obtained from council in writing prior to the commencement of any work.

Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979.

**SUBDIVISION/CONSOLIDATION**

**Sub 040.**

That two lots are created by the subdivision of Lot 2, DP 1103508, one of about 25.15 hectares and the other about 445 hectares.

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

**Sub 120.**

## **SHIRE OF WALGETT – AGENDA**

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 121.**

Prior to the release of the Subdivision Certificate, the lodgement with Council of formal written notification from Telstra stating that it has been made aware of the proposed subdivision.

Reason: Implementation of Council policy.

### **Sub 122.**

Prior to the release of the Subdivision Certificate, the lodgement with Council of formal written notification from Country Energy stating that it has been made aware of the proposed subdivision.

Reason: Implementation of Council policy.

### **Sub 130.**

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

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

## **APPROVED PLANS**

### **Pln 010.**

The development shall be implemented in accordance with:

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

except as amended by the conditions of this development consent.

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



## MANAGER PLANNING AND REGULATION

Item No:

Subject: Development Application 2007051, Walgett Shire Council

Author: Janet Babic, Town Planner

File No: DA 2007051

### Summary:

Walgett Shire Council has lodged a Development Application to subdivide land at Lightning Ridge for the purpose of future urban expansion. It is recommended that the application be approved subject to appropriate development consent conditions.

### Background:

Development Application 2007051 has been lodged by Walgett Shire Council to subdivide Lot 2 DP 1103508 which is Crown Land held under Permissive Occupancy 1985/19 by Council. The land is located south of Lightning Ridge, as shown in Figure 1.

The Development Application proposes:

1. Subdivision of Lot 2 DP 1103508 into 2 lots, one of about 25.15 hectares and the other of about 449.3 hectares (as shown in Figure 2).
2. It is proposed that the 25.15 hectare lot will subsequently be used for expansion of the residential area of Lightning Ridge.

Within the 25 hectare area there are 7 mining camps which are predominantly located on residential Mineral Claims or Western Lands Leases for residential purposes. There are no Mineral Claims solely being used for opal mining. It also appears that none of the "residential" Mineral Claims are the subject of significant regular mining activity. There is evidence that moderate intensity opal mining has taken place some years ago on up to 1.5 hectares of the area.

Council made a resolution on 15 December 2005 to:

*"Designate the policy reserve area between the Three Mile Road, Fantasia St, Lapkalle St and the Lightning Ridge Aerodrome (part Lot 1794 DP767406) as its preferred location for urban expansion of Lightning Ridge, both for residential and industrial uses".*

The Walgett Shire Growth Management Study and Draft Strategy was placed on public exhibition from 30 July 2007 to 30 September 2007. Map 8.14 (on page 154) of that document also identifies the 25 Ha area as being proposed for residential land use. The site was identified as the most suitable for urban expansion because the area is least affected by constraints (such as opal mining and flood prone land) that surround the Lightning Ridge area. It is expected that Council will take steps to apply a residential zone to the land via a Local Environmental Plan in the near future.

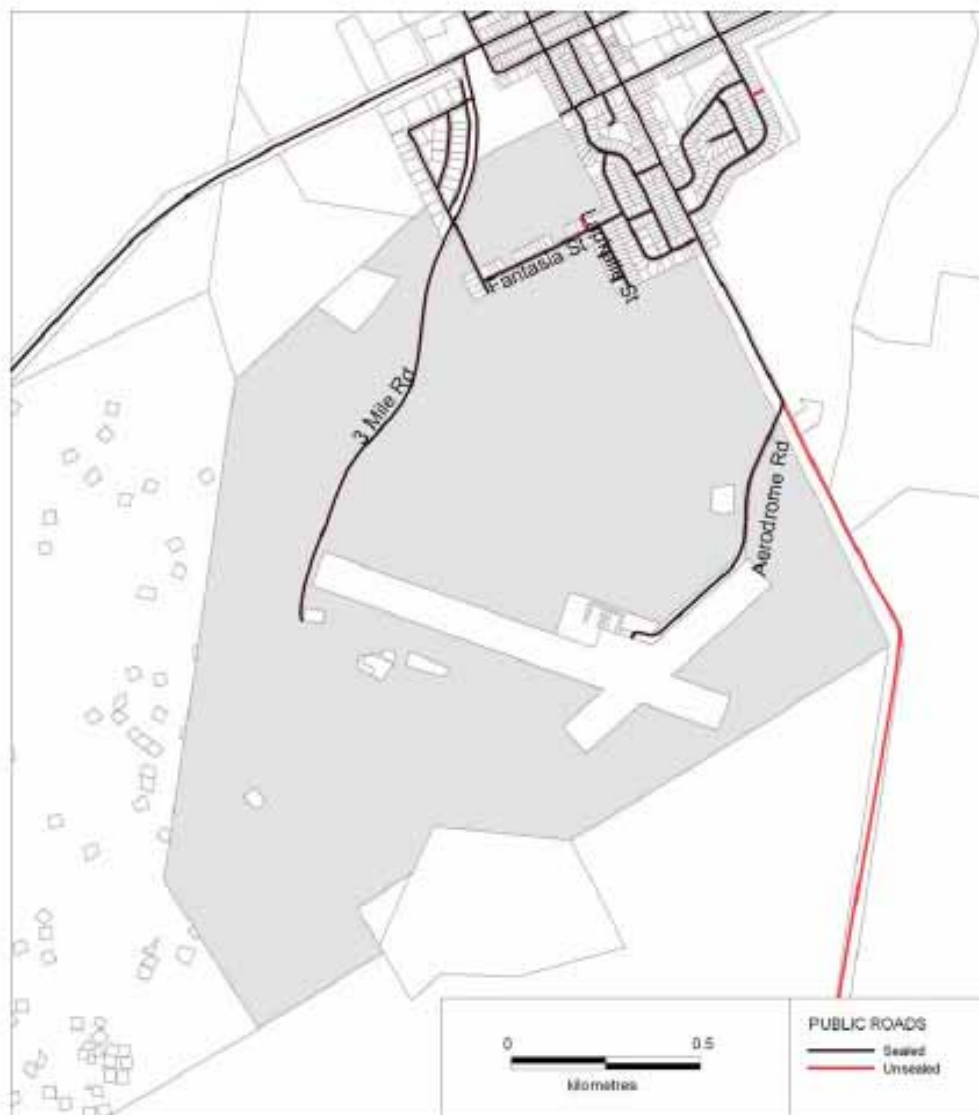


Figure 1 – Lot proposed to be subdivided (shaded).

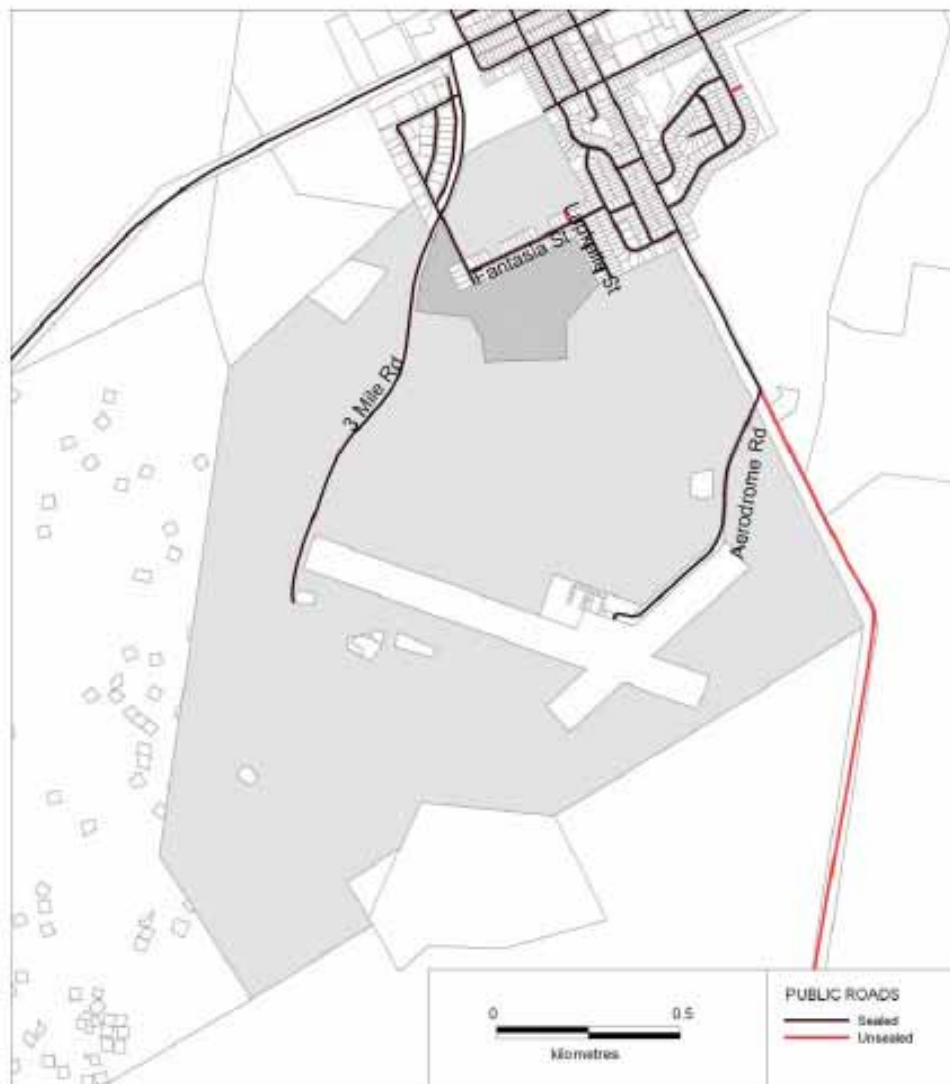


Figure 2– Lots proposed to be created (shaded, with urban expansion area also cross hatched).

## ATTACHMENT A – 11-12-2007 report on Development Application

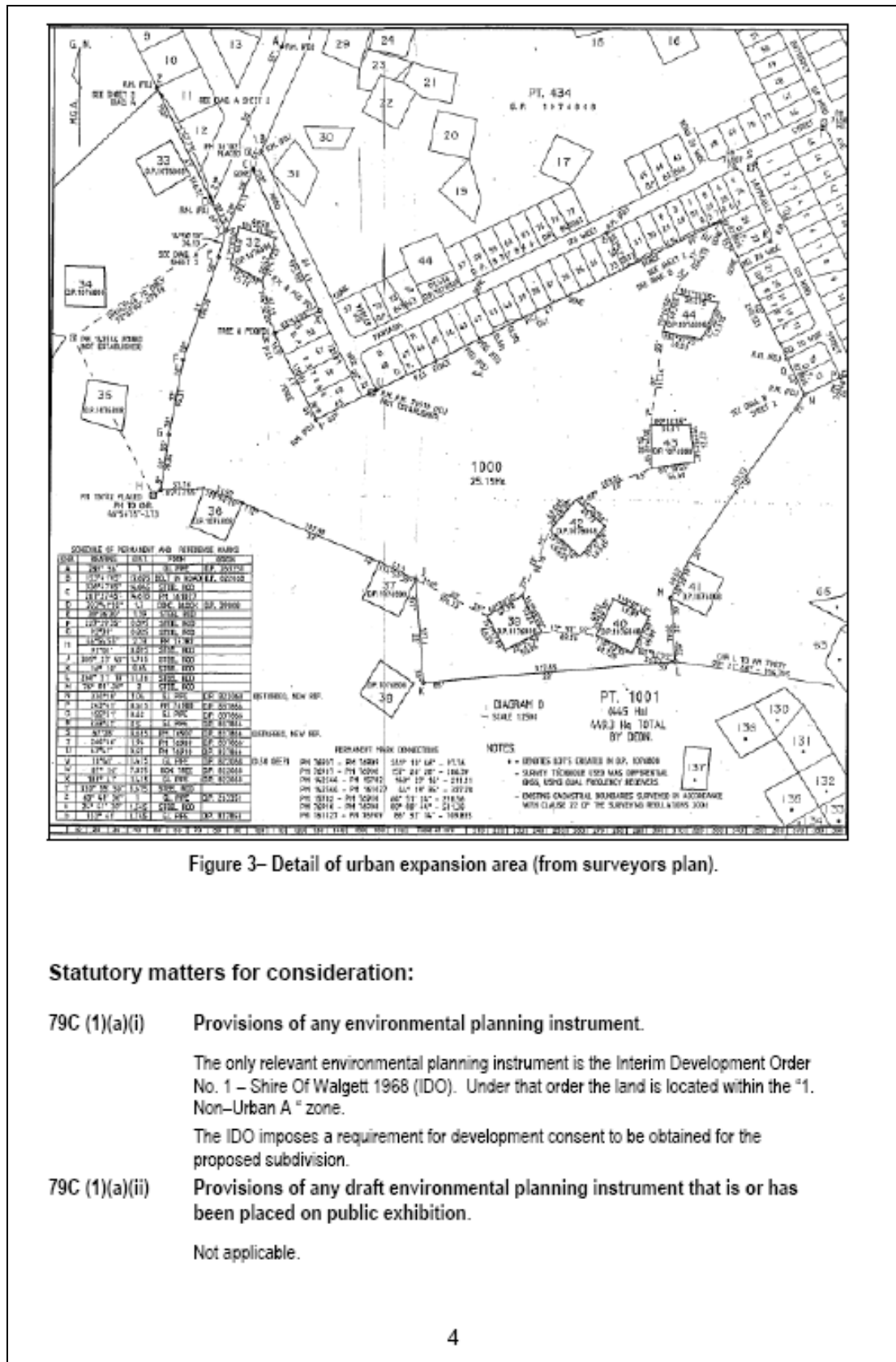


Figure 3– Detail of urban expansion area (from surveyors plan).

## Statutory matters for consideration:

## 79C (1)(a)(i) Provisions of any environmental planning instrument.

The only relevant environmental planning instrument is the Interim Development Order No. 1 – Shire Of Walgett 1968 (IDO). Under that order the land is located within the "1. Non-Urban A" zone.

The IDO imposes a requirement for development consent to be obtained for the proposed subdivision.

## 79C (1)(a)(ii) Provisions of any draft environmental planning instrument that is or has been placed on public exhibition.

Not applicable.

ATTACHMENT A – 11-12-2007 report on Development Application

79C (1)(a)(iii)	<p><b>Any development control plan.</b></p> <p>No relevant Development Control Plans (DCPs).</p>
79C(1)(a)(iia)	<p><b>Any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F</b></p> <p>Not applicable.</p>
79C(1)(a)(iv)	<p><b>The Regulations.</b></p> <p>Section 92 and 92A of the Environmental Planning and Assessment Regulation 2000 prescribe additional matters for consideration (see comments below).</p>
79C (1)(b)	<p><b>Likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.</b></p> <p>Current land uses on surrounding lots are residential to the north and east, "residential" Mineral Claims and Mineral Claims to the west and south as well as the Lightning Ridge Aerodrome to the south.</p> <p>The proposed subdivision is for the purpose of providing land for future urban expansion. While the area is identified as the most suitable for urban expansion, it will have the effect of permanently stopping opal prospecting and mining. The magnitude and extent of this inhibition cannot be determined given it is effectively impossible to define a "resource" of opal mineralisation. Nevertheless it can be said that, historically, there has been comparatively minimal opal mining activity in the area (as demonstrated by minimal evidence of mullock dumps and limited numbers of back filled open mine shafts).</p> <p>Some potential social and economic benefits include:</p> <ul style="list-style-type: none"><li>• Increase in choice and availability of land for residential purposes.</li><li>• Increased land supply has potential to temper land prices, thus improving affordability.</li><li>• Potential for positive local economic outcomes derived from building activity, new businesses and secondary affects from development activities.</li></ul> <p>Social and economic costs include:</p> <ul style="list-style-type: none"><li>• Owners of existing residential Mineral Claims may be disadvantaged by curtailment or limitation of their existing uses, requirements to upgrade to Council services or loss of privacy when development takes place.</li><li>• Loss of future opal mining opportunities in the area.</li></ul> <p>The overall benefit to the Lightning Ridge community by way of increasing urban residential land supply, is considered to be for the community greater good.</p> <p>The natural environment in the area has been extensively disturbed by grazing, mining, vehicle traffic, erosion and timber removal. No significant critical habitats or threatened species populations have been identified in the proposed subdivision area.</p> <p>No change to existing land use proposed at this stage.</p> <p>Unlikely to be significant adverse impacts on the natural and built environments.</p>
79C (1)(c)	<p><b>Suitability of the site for the development.</b></p> <p>The Walgett Shire Growth Management Study and Draft Strategy nominated the site as the most suitable for urban expansion because the area is least affected by constraints such as opal mining and flood prone land. The area is also adjacent to existing Council water and sewer mains services as well as other infrastructure services.</p>

ATTACHMENT A – 11-12-2007 report on Development Application

**79C (1)(d) Submissions made in accordance with the Act or the Regulation.**

Not applicable. Under the Environmental Planning and Assessment Act 1979 the proposal is local development with no opportunity for submissions under the act or Regulation (as opposed to designated or advertised development).

**79C (1)(e) The public interest.**

One written submission was received from a notified person residing adjacent to the area. The submission expresses concern over possible complaints from noise and smoke emitted from their generator if properties are built close to their boundary. However, the Protection of the Environment Act 1997 provides that Council can issue a noise control notice. In general terms persons have no entitlement to emit noise above background levels beyond the boundary of their property.

Overall the proposed subdivision site appears to be the most suitable area for urban expansion.

In this context the proposed subdivision appears to be in the public interest.

The following matters must also be considered by Council in accordance with the respective clauses of the Environmental Planning and Assessment Regulation 2000 when making a decision on any Development Application.

**92 (1) (b) Demolition.**

Not applicable, no demolition work is proposed.

**93 Fire safety and other considerations**

Not applicable, no building work proposed at this stage.

**94 Consent authority may require buildings to be upgraded**

Not applicable.

**94A Fire safety and other considerations applying to temporary structures**

Not applicable.

**95 Deferred commencement consent**

Not applicable.

**97A Fulfilment of BASIX commitments**

Not applicable.

**Relevant Reference Documents:**

- Development Application file 2007051
- Environmental Planning and Assessment Act 1979.
- Interim Development Order No. 1 – Shire of Walgett 1968.
- Minutes of 15 December 2005 Shire of Walgett Council meeting.
- Walgett Shire Growth Management Study and Draft Strategy, dated July 2007.

**Stakeholders:**

- Walgett Shire Council

ATTACHMENT A – 11-12-2007 report on Development Application

- Lightning Ridge Community
- NSW Department of Lands

**Recommendation:**

That Development Application 2007051 be approved subject to the following conditions of consent:

**PRESCRIBED CONDITIONS OF DEVELOPMENT CONSENT**

As no “work” is to be undertaken there are no prescribed conditions of development consent under the Environmental Planning and Assessment Regulation 2000.

**CONDITIONS IMPOSED BY COUNCIL**

The following development consent conditions are imposed by Council.

**GENERAL**

**Gen 010.**

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

*Reason: To avoid breaching the requirements of any covenant.*

**Gen 020.**

Any future development on the subject site or use of the subject land in a manner inconsistent with this development consent (approval) will require separate development consent to be obtained from council in writing prior to the commencement of any work.

*Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979.*

**SUBDIVISION/CONSOLIDATION**

**Sub 040.**

That two lots are created by the subdivision of Lot 2, DP 1103508, one of about 25.15 hectares and the other about 445 hectares.

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

**Sub 120.**

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 130.**

The subdivision certificate will not be released until development consent conditions under this section (titled “subdivision”) have been complied with.

*Reason: To ensure compliance with the terms of the development consent.*

**ATTACHMENT A** – 11-12-2007 report on Development Application

**APPROVED PLANS**

**Pln 010.**

The development shall be implemented in accordance with:

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

except as amended by the conditions of this development consent.

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

END.



ATTACHMENT B – Review of Development Application by the Impax Group



ABN: 59 121 986 089

PO Box 4186  
Dubbo NSW 2830  
Phone - 02 6885 5536  
Fax - 02 6885 3382  
www.theimpaxgroup.com.au

Walgett Shire  
Council  
REC'D

30 JAN 2008

FILE: DA 2007/051

LETTER No: 521

REFER: MPG

COPY:

25 January 2008

Mr Stephen McLean  
The General Manager  
PO Box 31  
WALGETT NSW 2832

Attention: Matthew Goodwin  
Manager Planning & Regulation

Dear Sir

**RE: PEER REVIEW OF DEVELOPMENT APPLICATION D2007/051 SUBDIVISION OF LOT 2 DP1103508 IN 2 LOTS, ONE OF ABOUT 25.15 HECTARES AND ONE OF 449.3 HECTARES FUTURE URBAN EXPANSION**

I refer to your letter of the 17 January 2008, in which you engaged The Impax Group to provide a peer review role for Development Application D2007/051.

I have reviewed the relevant documentation, which includes:

- Development Application Form
- Statement of Environmental Effects
- Walgett Shire Council Development Assessment Report
- Development Report written by Janel Babic, Town Planner
- Interim Development Order No 1. – Shire of Walgett
- Walgett Shire Growth management study and draft strategy
- Public Submission

Development Application D2007/051 was lodged with Council on the 24 October 2007. The Applicant for the proposal is Walgett Shire Council. The application is for the subdivision of Lot 2 DP 1103508 into two Lots. The subdivision will allow for the future development of land for residential purposes, in accordance with Walgett Shire Growth Management Study. The application was notified for a period of 14 days and one submission was received.

I have read and reviewed all of the relevant documentation including, the applicants submission, Councils report, public submission and recommendation and wish to provide the following comments.

*"The Impax Group,  
managing your environmental impacts"*

- 1 -

**ATTACHMENT B – Review of Development Application by the Impax Group**

**(i) Applicant's Submission**

Walgett Council prepared the applicant's submission as the applicant for the proposed development, the submission was made on councils standard application form and has been signed by Elizabeth Burke on behalf of the Department of Lands as the owner of the property. The Submission itself to Council lacks depth, does not adequately address the issues involved in the proposed development, and is well below industry standard for an application of this nature. The Statement of Environmental Effects fails to address basic requirements such as the permissibility of the development, flora and fauna, contamination and mine subsidence. The Development Application should put forward a case to why a proposal should be approved and how any potential impacts will be mitigated against. The submission in this case clearly does not do this. It is important as part of an open and transparent approvals process that Councils applications meet the minimum standards required.

**(ii) Statutory Process**

The Assessment Report clearly sets out the statutory requirements and the process followed by the Council in assessing the proposal. It is my view that this process has been correctly followed.

**(iii) Section 79c Assessment**

I have read both reports and these reports have adequately assessed the application against the requirements of Section 79c. In particular, as outlined in the reports the proposed development is permissible, pursuant to the IDO Zoning Table of Interim Development Order No. 1- Shire of Walgett (IDO). The provisions of Clause 11 (1) to (10) do not apply to the proposed development pursuant to clause 11 (11) of the IDO.

The site is identified in the recently adopted "Walgett Shire Growth Management and Draft Strategy" as being a future development Area. The proposed Development will provide an opportunity for the implementation of the strategy.

The Section 79(c) Report also addresses the other key issues as outlined by Section 79(c) for consideration.

In my view, the Assessment Report has comprehensively addressed the matters for consideration under Section 79(c) of the *Environmental Planning and Assessment Act*, and concur with the reports recommendation for approval of the application.

**(iv) Analysis of Submission**

It is not a requirement of either the Act or the Interim Development Order No.1 Shire of Walgett, or Council policy, that the proposed development be advertised or notified to the Community. However, a total of 13 notification letters were sent to those who have mining claims in the area. The application was on notification for a period of 14 days, during this period only one submission was received.

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managing your environmental impacts"*

**ATTACHMENT B – Review of Development Application by the Impax Group**

The principal concerns outlined in the submission were issues of access to the objectors mining claim and impacts of noise generated from their development on the future residential subdivision. Although the report is silent on the issue of access to the objectors mining claim it is considered that given that the application is only for two lots and the future residential subdivision will require a rezoning and new development application this issue can be addressed at that stage. I concur with councils staffs view in relation to environmental impacts emanating from the objectors property. This is a matter for regulation and the objector does not have a right to emit pollution from his site.

**(v) Review of condition**

I have reviewed the conditions of consent and wish to provide the following comments:

Condition Gen010 should be included as a notation not a condition. The condition as it is presently worded is advisory in nature and in my view it is not appropriate to be included as a condition and therefore, it is recommended that it be included as a notation.

It is also recommended that two additional conditions be added to the consent. These conditions are as follows:

- Prior to release of the Subdivision Certificate, the lodgement with Council of formal written notification from Telstra stating that it has been aware of the proposed subdivision.  
[Reason: Implementation of Council Policy]
- Prior to release of the Subdivision Certificate, the lodgement with Council of formal written notification from Country Energy stating that it has been made aware of the proposed subdivision.  
[Reason: Implementation of Council policy]

These conditions ensure that the above utilities are aware of the development and possible future subdivision potential.

**(vi) Summary Comments**

The Assessment Report prepared by Council's planning staff in response to Development Application D2007/051 is in my view a professional and competent assessment of the town planning considerations relating to the proposed development. I concur with the report assessment and most of its recommendations. It is however as outlined in the report recommended that Condition Gen 010 be included as a notation and not a condition. It is also recommended that a further two conditions be included with the report which relate to making country energy and Telstra aware of the approved subdivision.

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managing your environmental impacts"*

ATTACHMENT B – Review of Development Application by the Impax Group

(vii) **Recommendations**

1. It is recommended that Development Application D2007051 be approved as per the recommendations of the Manager Planning and Regulation subject to the following conditions being included as conditions of consent and Condition Gen 010 being deleted and included as a notation.

Conditions to be included:

- Prior to release of the Subdivision Certificate, the lodgement with Council of formal written notification from Telstra stating that it has been aware of the proposed subdivision.  
[Reason: Implementation of Council Policy]
  - Prior to release of the Subdivision Certificate, the lodgement with Council of formal written notification from Country Energy stating that it has been made aware of the proposed subdivision.  
[Reason: Implementation of Council policy]
2. That council review the standard of applications, which it submits for development applications to ensure they meet industry standard and address the issues relevant to the proposed application.

If you wish to discuss this report or any other matter, please do not hesitate to call me on (02) 6885 5536.

Yours faithfully



Ashley Albury  
Principal Planner  
The Impax Group

*"The Impax Group,  
managing your environmental impacts"*

<b>MANAGER PLANNING AND REGULATION'S REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 30

**Subject:** Walgett Shire Growth Management Study and Draft Strategy

**Author:** Matthew Goodwin – Manager Planning and Regulation

**File No:** 315/01/02/00

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### **Summary**

Council adopted the Walgett Shire Growth Management Study and Draft Strategy at a Council meeting held on 11 December 2007. Subsequent work on preparing a draft Local Environmental Plan based upon the recommendations contained in that document have shown that several relatively minor amendments are required to the document.

### **Comments (including issues and background)**

The Walgett Shire Growth Management Study and Draft Strategy was placed on public exhibition from 30 July 2007 through to 30 September 2007. Walgett Shire Council received twenty four submissions on the document.

Ian Sinclair, of Edge Land Planning, was the planning consultant that prepared the document on behalf of Council. Copies of all submissions received were forwarded to him, as well as the regional office of the Department of Planning in Dubbo. An "Analysis of Submissions" document was prepared by Ian Sinclair in November 2007 which summarises the issues raised and proposes changes to the recommendations contained in the Walgett Shire Growth Management Study and Draft Strategy.

At a Council meeting held on 11 December 2007 Walgett Shire Council resolved to adopt an amended version of the document which included the changes proposed by Edge Land Planning in a document titled "Analysis of Submissions" which was prepared in November 2007.

Recent work associated with preparing a draft Local Environmental Plan based upon the recommendations contained in the Walgett Shire Growth Management Study and Draft Strategy has shown that:

- Page 10 of the "Analysis of Submissions" document prepared by Ian Sinclair in November 2007 was inadvertently left out of the report submitted to the 11 December 2007 Council meeting. All ten pages are now reproduced following this report.
- Several other relatively minor amendments are required to the document, as detailed in the "Additional Considerations" report prepared by Ian Sinclair, dated 11 February 2008.

**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.

**Stakeholders**

Walgett Shire Council, public 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 Council resolve to:**

- 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.**

## **Analysis of Submissions**

Ian Sinclair, Edge Land Planning

There are a number of matters raised in the submissions that have responses that are considered to be general in nature. They cover the following:

- Development on the Preserved Opal Fields
  - Residential uses
  - Low impact tourist uses
  - Conversion of Western Lands Leases to freehold
- Proposed tourist zone at Lightning Ridge

Each of these will be discussed separately.

### **Development on the Preserved Opal Fields**

The draft Strategy states that mining on the preserved opal fields should be the dominant use. Mining for opals is noisy and dusty and is not really appropriate next to housing and some tourist developments (such as cafes and restaurants) as this causes land use conflict. The pollution laws generally tend to be biased towards the residential use, not mining. If complaints are received, they must be investigated and orders can be imposed on mining operations to make them comply with noise and dust limits. This invariably leads to the mine being closed as it is not possible to meet the residential amenity expected. For this reason, the planning principle is to restrict new residential or similar uses from locating in the mining area (in this case the Preserved Opal Fields). It is not anticipated that this restriction of new uses will lead to the demise of the opal fields as the existing dwellings can be bought and sold – especially if they are converted to Western Lands Leases. Therefore it is not considered that the Strategy be amended.

It is acknowledged that tourism uses are a significant part of the Lightning Ridge economy. For this reason, it is considered that low impact tourism uses such as bed and breakfast accommodation in an existing dwelling, or opal related tourist uses like the proposed Australian Opal Centre, are appropriate for the preserved opal fields. However large tourism uses such as motels, restaurants and cafes are not considered appropriate because of the potential to conflict with the opal mining as well as effluent disposal issues. Therefore, it is recommended that the strategy be amended to allow low impact tourist uses to be permitted on the preserved opal fields.

The issue of conversion of Western Lands Leases to freehold primarily raises concerns in association with residential uses, not tourism related uses. It is considered that granting freehold title to a Western Lands Lease for residential purposes in the preserved opal fields will lead to an inappropriate form of subdivision and encourage the area to become mostly residential and not the mixture of uses as it is at present. However, if there is an existing business that has development consent and a Western Lands Lease for business purposes, there is no objection to it being converted to freehold. This is not a matter that can be addressed via a Local Environmental Plan, but it should be addressed via Council policy. This needs to be clarified in the Strategy.

### **Proposed Tourist Zone at Lightning Ridge**

A number of submissions raised the issue of providing for future tourist large scale accommodation in Lightning Ridge. To ensure that this is developed in a sustainable

manner, it should have good road access and be served by reticulated water and sewerage. It should also not impede future mining areas.

An assessment has been made of the land adjoining the Lightning Ridge urban area and it is recommended that the land in Pandora street from the edge of the residential zone to the Bore Baths on both sides of the road be rezoned to a tourist zone. The strategy should be amended accordingly. It is noted that the Council has previously given consent for caravan parks in this area but they have not yet commenced operation.



Summary of Submission		Comments / Recommendation
<b>No. 1: Heritage Council of New South Wales</b>		
<ul style="list-style-type: none"> <li>Supports strategies to preserve heritage.</li> <li>Council should ensure any rezoning will permit uses that are compatible with any heritage conservation of the heritage items listed.</li> </ul>		<ul style="list-style-type: none"> <li>Noted and can be considered with preparation of draft LEP.</li> </ul>
<b>No. 2: Central West Catchment Management Authority</b>		
<ul style="list-style-type: none"> <li>Amendments to the LEP should create opportunities to help meet the targets identified in the Central West Catchment Management Authority's Catchment Action Plan.</li> <li>Opportunities should be taken in the LEP to further protect natural resources by nominating those areas of remnant vegetation where dual Council and CMA consent could be a requirement under the Native Vegetation Act.</li> </ul>		<ul style="list-style-type: none"> <li>Noted.</li> <li>This is a Resourcing issue for Council. The current legislative arrangements are considered to be adequate.</li> </ul>
<b>No. 3: Border Rivers Gwydir Catchment Management Authority</b>		
<ul style="list-style-type: none"> <li>The CMA is pleased to see a proposed linking of the strategy to the Catchment Action Plan.</li> <li>The CMA is currently undertaking data gathering exercises which should help in the natural resource information shortfalls identified in the document.</li> </ul>		<ul style="list-style-type: none"> <li>Noted.</li> </ul>
<b>No. 4: New South Wales Farmers Association</b>		
<ul style="list-style-type: none"> <li>Concerned that opal mining is not being adequately covered in the document.</li> <li>Impact of opal mining on the surrounding lands and properties within the mineral reserves is of concern.</li> <li>Properties accessed for opal mining do not have restrictions on the size or percentage of agricultural land being mined.</li> <li>No requirement for immediate rehabilitation of the land once mining has stopped.</li> <li>Lands are being left in an unproductive state for an unlimited amount of time at the expense of the landholder.</li> <li>Notes that opal mining is a cash business and pays no royalties and very little in Shire rates. The submission states that farming properties pay 75% of the Shire's rates and employs 27% of its people.</li> <li>Council should impose a maximum area (10%) of the land holding to accommodate mining any one time with the ultimate goal of or lands being returned to a usable state for grazing.</li> </ul>		<ul style="list-style-type: none"> <li>Noted.</li> <li>Council does not have legislative power to control mining. The mining act is administered by DPI.</li> </ul>
<b>No. 5: Department of Primary Industries - Agriculture</b>		
<ul style="list-style-type: none"> <li>The definition of sustainable agriculture is not endorsed because of importing or training establishments which are considered to be recreational non-agriculture.</li> <li>Request that the wording in section 8.8.3 concerning minimum holding size for a dwelling be changed to DPI 'supports' the recommendation of 2,000 hectares and does</li> </ul>		<ul style="list-style-type: none"> <li>Noted.</li> </ul>

<b>Summary of Submission</b>		<b>Comments / Recommendation</b>
not 'recommend' it has the Department does not have a policy on subdivision.		
<b>No. 6: Bob Hewlett, Lightning Ridge</b>		
<ul style="list-style-type: none"> <li>▪ The Camps on Claims process is progressing satisfactorily.</li> <li>▪ Need to ensure that the preserved opal fields still allow residential dwellings as this is a different lifestyle which should be preserved.</li> <li>▪ Council should encourage people to live on the preserved opal fields and encourage the State Government to implement the Camps on Claims Working Group Plan to excise the remaining areas of the preserved fields from the grazing leases and allow them develop with as little constraints as possible.</li> <li>▪ The Council should encourage the Camps on Claims Working Group to form a local body to administer the preserved fields and encourage the preserved fields development to be a priority rather than development of the town.</li> <li>▪ The combination of living in the opal fields and mining has produced an unusual landscape which attracts tourists and boosts the local economy. This should be allowed to grow and develop with as much freedom as possible.</li> </ul>		<ul style="list-style-type: none"> <li>▪ Noted</li> <li>▪ It is not considered that growth will be stopped. There is a Shire wide decline in population.</li> <li>▪ Council does encourage economic development but it should not cause potential land use conflict with existing land uses.</li> </ul>
<b>No. 7: David Lane, Lightning Ridge</b>		
<ul style="list-style-type: none"> <li>▪ The bushfire risk map showing the whole Shire as at risk needs to be reviewed. 1951 was the last bad bushfire season and the risk of crown fires is nonexistent with grass fires being the only risk.</li> <li>▪ The proposal to ban further development (residential or tourist ventures) on the preserved opal fields would lead to a slow decline of the preserved opal fields.</li> <li>▪ The 'weird things' that have been dealt in the preserved fields should be allowed to continue as they add to the character.</li> <li>▪ Some of the poor agricultural land should be made available for small farm rural living of 40 hectares which could be on ridges or red country.</li> <li>▪ The proposed subdivision adjacent to Bill O'Brien way should be retained as there is a demand for this.</li> <li>▪ Request land of approximately 10 hectares to be included within the town boundary and designated residential or commercial zoning. The land has town water, street lighting and sewerage and is adjacent to the bore baths.</li> </ul>		<ul style="list-style-type: none"> <li>▪ Noted.</li> <li>▪ Small rural holdings issue needs further investigation.</li> <li>▪ It is considered that the subdivision on Bill O'Brien Way is not a good planning outcome as it is isolated from the urban area.</li> </ul>
<b>No. 8: Lightning Ridge Miners' Association Ltd</b>		
<ul style="list-style-type: none"> <li>▪ Agree that opal mining, prospecting and processing is established as the dominant land use on the preserved fields and with the proposed zoning for Special Activities for Mining.</li> <li>▪ Agree that all rural land should be zoned Primary Production with opal mining</li> </ul>		<ul style="list-style-type: none"> <li>▪ Noted</li> <li>▪ Temporary accommodation structures are permitted.</li> <li>▪ EP&amp;A Act requires Council to</li> </ul>

Summary of Submission	Comments / Recommendation
<p>permissible and opal mining within the Narran / Warrambol Reserve reserves is not designated development.</p> <ul style="list-style-type: none"> <li>▪ The provision prohibiting residential buildings on opal fields should refer to permanent buildings only and not temporary accommodation such as tents or caravans.</li> <li>▪ Agree with prohibiting any further commercial uses on the preserved fields but believe that the Lightning Ridge Opal and Fossil Centre should be included as this has been in planning for many years and has the support of Council.</li> <li>▪ Opposed to requirement for development consent for opal mining that has a significant impact on the surrounding areas. The Department of Primary Industries has a rigorous regime in place to assess and mitigate any impacts prior to granting title and this should be sufficient. Requiring development consent will increase costs and delay granting title.</li> <li>▪ The proposed future residential area to the South between the existing urban area and the airport will sterilise the land from future mining activity and are opposed to this.</li> <li>▪ Land that has been identified for future residential development should be allowed to be mined prior to development taking place.</li> </ul>	<p>assess the impact of development on the surrounding land. It is considered reasonable to assess significant mining proposals. Designated development provisions are set out in the Act.</p> <ul style="list-style-type: none"> <li>▪ Land that has been set aside for residential development can be mined ahead of the residential zoning. It should be noted that Council needs to plan for future land uses and should avoid unnecessary conflict with mining.</li> </ul>
<p><b>No. 9: Glengarry Grawin Sheepyard Miners Association Inc</b></p> <ul style="list-style-type: none"> <li>▪ Agree with ensuring that opal mining, prospecting and processing is established as the dominant land use on the preserved fields and to zone the land as Special Activities for Mining.</li> <li>▪ Agree that all rural land in the Shire be zoned Primary Production and opal mining is permissible and opal mining within the Narran / Warrambol Reserve reserves is not designated development.</li> <li>▪ Opal mining prospecting and processing should be designated as the dominant land use within the OPA 4 area.</li> <li>▪ General agreement with the provisions contained in section 8.4.3 dealing with residential use of the opal mining fields.</li> <li>▪ Agree with prohibiting residential buildings from being established only in new opal fields but should only refer to permanent buildings and not temporary accommodation such as tents and caravans.</li> <li>▪ Additional new Mineral Claims for Residential Purposes on the preserved fields should not be issued.</li> <li>▪ Suggest that any complaints from people living in a mining field be rejected without undue expense to the Council or Government as a natural consequence of the individual choosing to live in the midst of mining operations.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Noted</li> <li>▪ Temporary accommodation structures are permitted.</li> <li>▪ EP&amp;A Act requires Council to assess the impact of development on the surrounding land. It is considered reasonable to assess significant mining proposals. Designated development provisions apply</li> <li>▪ Note community facilities and recommend amending document accordingly.</li> </ul>

Summary of Submission	Comments / Recommendation
<ul style="list-style-type: none"> <li>Strongly opposed to requirement for development consent for opal mining that has a significant impact on the surrounding areas. Development consent for open cuts and processing facilities is not necessary as there is the current Review of Environmental Factors in place prepared by the Department Primary Industries.</li> <li>Agree with making provision for long established commercial uses in the preserved fields and prohibiting any future commercial operations.</li> <li>Note that at the following community facilities are available to Glengarry Grawin Sheepyard residents: Rural Fire Service and State Emergency Service. The Glengarry Grawin Sheepyard Miners Association office and workshop provides space for a monthly field visits from medical doctor, podiatrist and community health sister. A mobile library visits once a month.</li> </ul>	
<p><b>No. 10: Lightning Ridge Neighbourhood Centre</b></p> <p>In relation to the preserved mining fields the following points are made:</p> <ul style="list-style-type: none"> <li>The moratorium on known in residential claims be lifted.</li> <li>Deadline for Western lands leases be lifted.</li> <li>Owners of residential mining claims be given more encouragement to take on the process of conversion to Western Lands Leases.</li> <li>The older unique style of mining camps be preserved for prosperity given the unique attraction for tourism.</li> <li>Back filling of mining holes on unpegged claims be stopped.</li> <li>Consideration be given to appropriate and compatible businesses being operated on residential mining claims and Western Lands Leases.</li> <li>Need for five-star accommodation facilities in the area.</li> <li>Need the proposed Australian Opal Centre.</li> </ul> <p>In relation to social issues the following points are made:</p> <ul style="list-style-type: none"> <li>a release of residential land as indicated needs to be made.</li> <li>A large community centre and community hall are needed.</li> <li>Upgrade in hospital to provide more permanent and casual beds. Obstetric services are needed.</li> <li>Affordable housing including government housing.</li> <li>More ambulance officers.</li> <li>More Post Office boxes or postal delivery service within town is needed.</li> <li>Support for the retention of the CDEP workshop and services.</li> </ul> <p>In relation to economic development following points are made:</p> <ul style="list-style-type: none"> <li>provision be made future resort style development.</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> <li>A number of issues are not planning related.</li> <li>Issues covered elsewhere in the strategy.</li> </ul>

Summary of Submission	Comments / Recommendation
<ul style="list-style-type: none"> <li>Provision be made for future sporting to development.</li> <li>Provision be made for future innovative development.</li> <li>Council to provide encouragement for potential employers.</li> <li>Existing tourist attractions and businesses on the opal fields and within town be allowed to remain in operation.</li> <li>Provision be made for future tourist development in town and on opal fields.</li> <li>Investigations made by the Council into provision of suitable bulk insurance cover for special tourist attractions and festivals.</li> </ul>	
<b>No. 11: Lindsay and Heather Matson, Lightning Ridge</b> <ul style="list-style-type: none"> <li>Own the Spectrum Opal Mine which is on Western Lands Lease which is split between the current Village zone and the rural zone on the preserved opal fields. Other use on the Western Lands Lease is the Dig In Mine and Outback Cinema.</li> <li>Request that the entire Western Lands Lease be included within the urban zoning and that it be zoned commercial.</li> <li>Request Council supports for converting the Western Lands Lease to freehold.</li> </ul>	<ul style="list-style-type: none"> <li>Noted.</li> <li>Note that the proposed residential zoning has been moved to align with edge of urban area.</li> <li>Low impact tourist uses are to be permitted.</li> </ul>
<b>No. 12: Department of Environment and Climate Change</b> <ul style="list-style-type: none"> <li>Recommend the use of National Parks and Nature Reserves, Environmental Conservation, Environmental Management and Environmental Living Zones within the Shire. This is suggested to cover both private and publicly owned land which are of high conservation value. This is suggested to include land under voluntary conservation agreements, wetlands, land within 100 metres of rivers and flood prone land with native vegetation in moderate to good condition as well as road reserves with such vegetation. Aboriginal archaeological sites could also fit within this category.</li> <li>Recommend that where possible all remnant native vegetation within the Shire be excluded from further development. It is noted that recent estimates state that over 70% of vegetation within the river valleys within the Shire have been cleared and is important all remaining areas in these landscapes are conserved.</li> <li>Recommend that the objective 9.6.2 be amended to cover all land within the Shire not just rural land.</li> <li>Note that existing information is available to assist the identification of environmentally sensitive areas. The Department has information on wetlands and woody vegetation which could be used.</li> <li>Encourage Council to introduce controls to preserve native vegetation in urban areas.</li> <li>Council should implement the policy of firstly avoiding development areas of remnant</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> <li>Many of the matters raised are covered by NVA and are not considered to be Council's responsibility.</li> <li>As stated in document, Council does not have data to justify the recommended environmental protection zoning</li> <li>Objective 9.6.2 should relate to all land in the Shire. Document is to be amended accordingly.</li> </ul>

Summary of Submission	Comments / Recommendation
<p>native vegetation and if this is unavoidable require the provision of offsets that results in the no net loss outcome for biodiversity. This is particularly important where urban expansion and new rural residential areas are expanding into remnant native vegetation.</p> <ul style="list-style-type: none"> <li>The Department considers any areas identified as being of Aboriginal heritage significance should be included in environmental protection zones. In addition, including land within 100 metres of rivers in environment protection zones will provide some broad protection for Aboriginal cultural heritage associated with riparian areas.</li> </ul>	
<p><b>No. 13: Roger Collins, Lightning Ridge</b></p> <ul style="list-style-type: none"> <li>Council should capitalise on and develop the unique tourism opportunities of the Lightning Ridge opal fields.</li> <li>The productive open fields should not be sterilised from further tourist activity.</li> <li>Low impact tourism ventures would have no impact on mining and infringement on residents. These include eco-accommodation, themed restaurants or cafes, mining Museums etc.</li> <li>need for additional tourist accommodation in Lightning Ridge.</li> <li>Council needs to encourage additional food and beverage outlets in Lightning Ridge as well as encouraging more extended hours for the existing outlets. These should be distributed throughout the area and not restricted to a commercial zone.</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> <li>Dealt with in other</li> <li>Stand alone restaurants and cafes are not considered appropriate for a mining area due to effluent disposal and potential for land use conflict. They should be in the business Zone.</li> </ul>
<p><b>No. 14: Bevin's Black Opal and Cactus Nursery, Lightning Ridge</b></p> <ul style="list-style-type: none"> <li>Object to recommendation not allowing conversion of Western Lands Leases to freehold in the preserved opal fields.</li> <li>Have owned a tourism based lease since 1986.</li> <li>Request that the conversion of Western Lands Leases to freehold within the preserved opal fields be permitted for tourism uses which have been operating for over 20 years.</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> <li>Support businesses being converted to freehold, not residential uses. Amend document accordingly.</li> </ul>
<p><b>No. 15: Australian Opal Centre, Lightning Ridge</b></p> <ul style="list-style-type: none"> <li>Population figures for Lightning Ridge are underestimated by ABS and document should acknowledge this and attempt to estimate actual population.</li> <li>Diverse uses should be permitted on the Preserved Opal fields, not be restricted as is proposed by draft Strategy.</li> <li>The Australian Opal Centre is being planned and should be recognised and permitted by the Strategy.</li> <li>Residential use should be encouraged to expand on the Preserved Opal Fields.</li> <li>Opal Mining Heritage should be recognised and investigated.</li> <li>Geodiversity and geological heritage of the area should be recognised by the Strategy.</li> </ul>	<ul style="list-style-type: none"> <li>Noted.</li> </ul>

<b>Summary of Submission</b>		<b>Comments / Recommendation</b>
<ul style="list-style-type: none"> <li>Tourism related to opal mining should be encouraged.</li> <li>Infrastructure needs to be planned and the tourist visitor numbers should be factored into this planning.</li> </ul>		
<b>No. 16: The Department Primary Industries -Mineral Resources</b>		
<ul style="list-style-type: none"> <li>DPI supports the recommendations of the strategy.</li> <li>Raise a number of minor editing type issues.</li> </ul>		<ul style="list-style-type: none"> <li>Noted</li> <li>Amend document to address minor issues.</li> </ul>
<b>No. 17: Western Catchment Management Authority</b>		
<ul style="list-style-type: none"> <li>Raise issues with detail and interpretation of land use mapping and native vegetation</li> <li>Provide details of further sources of information.</li> </ul>		<ul style="list-style-type: none"> <li>Noted</li> </ul>
<b>No. 18: The Dig In Mine, Lightning Ridge</b>		
<ul style="list-style-type: none"> <li>Request that the land contained by the operation be included within the zoning for the urban area and that of the zoned commercial.</li> <li>Proposed zoning as special activities open mining or detrimentally effect their business and not allow for growth and expansion.</li> <li>Support for application for freehold for the above Western Lands Lease because it is on the edge of the urban area.</li> </ul>		<ul style="list-style-type: none"> <li>Noted.</li> <li>Note that the proposed residential zoning has been moved to align with edge of urban area.</li> <li>Low impact tourist uses are to be permitted.</li> </ul>
<b>No. 19: Lightning Ridge Tourist Association</b>		
<ul style="list-style-type: none"> <li>Supports draft strategy.</li> <li>The preserved opal fields should provide for a living human environment and not preclude non-mining development. The residential uses add to the tourist appeal of the opal fields. New development should be allowed as long as it does not compromise access to the fields for mining or public safety.</li> <li>The Australian Opal Centre should be recognised as a tourist operation and the permitted in the preserved opal fields.</li> <li>Suggest that a Trust could be established to manage the preserved opal fields and that the association would like to be included on this Trust.</li> <li>Planning should be made for growth in tourism including infrastructure for sewerage, roads, accommodation, etc.</li> <li>Provided information on the number of people visiting the Lightning Ridge Visitor Information Centre over the past 4 years.</li> <li>Request that flexibility be given to planning controls for tourism in the opal fields in and around Lightning Ridge.</li> <li>Does not support the recommendation to form one Shire wide tourist association</li> </ul>		<ul style="list-style-type: none"> <li>Noted.</li> <li>The proposed Trust is a policy issue of the Council and needs further consideration and discussion.</li> <li>Issue of combined tourist association is no longer considered appropriate and support given for different associations.</li> </ul>

Summary of Submission	Comments / Recommendation
because of the unique tourism issues associated with the various communities within the Shire.	
<b>No. 20: Rural Fire Service</b>	
<ul style="list-style-type: none"> <li>Recommend that Planning for Bushfires Protection 2006 document be referenced in the Strategy and its recommendations included.</li> </ul>	<ul style="list-style-type: none"> <li>Noted.</li> </ul>
<b>No. 21: Duncan's Bus Lines</b>	
<ul style="list-style-type: none"> <li>Noting that business exists and is run from a 'camp mineral claim' at Hammond Hill, Grawin</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> </ul>
<b>No. 22: Walgett Shire Council</b>	
<ul style="list-style-type: none"> <li>Comments from Council's Manager Planning and Regulation about minor errors and additional information.</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> </ul>
<b>No. 23: Department of Lands</b>	
<ul style="list-style-type: none"> <li>Department is satisfied with content of Strategy</li> <li>Question whether LEP can dictate whether a freehold block is possible on the preserved opal fields</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> <li>Rec is made for policy and not LEP.</li> </ul>
<b>No. 24 NSW Farmers</b>	
<ul style="list-style-type: none"> <li>Propose 400 ha min for dwelling</li> </ul>	<ul style="list-style-type: none"> <li>Noted.</li> <li>Minimum lot size issue will be clarified once proposed SEPP for Rural lands.</li> <li>Current minimum should stay until details of SEPP are received.</li> </ul>



Principal Consultant  
Edge Land Planning



Walgett Growth Management Study and Strategy  
Additional Considerations

### Walgett Urban Boundary

The map in the draft Document showing the proposed land use changes for Walgett (map 8.10) did not include the land that is in the existing residential village zone south of Coral Avenue. This land has a mixture of recreation, education, cemetery and hospital uses as well as some residential. This is shown on the attached map.

### Minimum Lot Size for Business, Industrial and Tourist Zones.

The Strategy did not propose any minimum lot sizes for subdivision of business or industrial zoned land, nor did it consider a minimum for Tourist zones. It is a requirement of the Standard LEP to put these on the Lot Size Map if the Council wishes to have a minimum size. Analysis has been carried out of the current minimum sizes for these uses and is presented in the table below.

The recommended minimums have been derived from the combination of both Lightning Ridge and Walgett. It needs to be recognised that even though Lightning Ridge has a higher average lot size for Business, a minimum of 500 is considered appropriate having regard to the size of commercial uses in both towns. It is considered that the future industrial uses will require a minimum of 2,000 m<sup>2</sup> because it is anticipated that the future uses will be of a service industrial / light industrial nature and experience has shown that these uses need 2,000 m<sup>2</sup>.

The minimum of 2,000 m<sup>2</sup> for the Tourist zone has been chosen because it is anticipated that motels may be developed in this zone and this would provide the minimum area necessary for ensuring reasonable vehicle access and on-site parking. This does not mean that all uses have to be the minimum.

PROPOSED ZONE	WALGETT			LIGHTNING RIDGE			RECOMMENDED MIN. LOT SIZE
	No. (lots)	Average (m <sup>2</sup> )	Median (m <sup>2</sup> )	No.	Average (m <sup>2</sup> )	Median (m <sup>2</sup> )	
Business (B2)	122	919	614	98	2,414	1,014	500
Industrial (IN1)	39	4,470	3,560	34	3,020	2,763	2,000
Tourist (SP3)				22	19,109	2,995	2,000

### Low Impact Tourist Uses

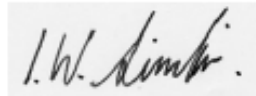
The report presented to the December meeting of Council recommended permitting low impact tourist uses on the preserved opal fields. The matter was raised because of the desire to permit some tourism uses on the preserved opal fields that would be of a low impact and would not have a detrimental impact on the dominant use of the land as a mining area. It was also considered that opal related uses like the proposed Australian Opal Centre is appropriate.

This matter has been considered in light of the requirement of the Standard LEP. The preserved opal fields are recommended to become the Special Activities Mining zone. There is no definition of Low Impact Tourist Use. There is a definition of Bed and Breakfast accommodation and one for tourist and visitor accommodation. The main difference between them is that Bed and Breakfast accommodation is in an existing dwelling and provided by the permanent occupants, as opposed to motels and the

like. Bed and breakfast accommodation is regarded as low impact. Tourist and Visitor Accommodation on the other hand includes accommodation provided on a commercial basis such as motels or hotels. These are not considered to be low impact and should be provided in the town as they have traffic and effluent disposal issues that would not be in keeping with the preserved opal fields.

The proposed Australian Opal Centre would be defined as a community facility and this should be permitted in the proposed Special Activities Mining zone.

Therefore, it is considered that only Bed and Breakfast Establishments be permitted on the preserved opal fields and in the proposed Special Activities Mining zone.



Ian Sinclair  
11 February 2008

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 31

**Subject:** Inquiry into Secure and Sustainable Urban Water Supply and Sewerage Services for Non-metropolitan NSW

**Author:** Projects Engineer – Ian Taylor

**File No:** 145/01/11/00

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**Summary**

This report briefs Council on the Inquiry into Secure and Sustainable Urban Water Supply and Sewerage Services for Non-metropolitan NSW.

**Comments (including issues and background)**

In an address to the annual Local Government Water Management Conference in Inverell in August 2007, the Minister for Water Utilities, the Hon Nathan Rees MP, announced an Inquiry into the institutional and regulatory arrangements by which town water supply and sewerage services are provided in country NSW (the Inquiry).

Revised Terms of Reference for the Inquiry have now been released with the following objectives:

- To identify the most effective institutional, regulatory and governance arrangements for the long term provision of water supply and sewerage services in country NSW; and
- Ensure these arrangements are cost-effective, financially viable, sustainable, optimise whole-of-community outcomes, and achieve integrated water cycle management.

The Government has appointed two eminent members of the community to head the Inquiry: the former Deputy Premier, The Hon Ian Armstrong OBE, and the former head of the Premier's Department, Dr. Colin Gellatly.

The upcoming stages of the Inquiry are as follows:

Public Submissions Close	7 March 2008
Conduct Hearings (15 locations including Bourke)	April 2008
Report Preparation	June – September 2008
Government Response	November 2008

## SHIRE OF WALGETT – AGENDA

Minister Rees has recently hosted a number of meetings with representatives of regional communities. Council's Engineer Works and Projects Engineer attended a meeting in Dubbo on 29 January 2008.

The Minister addressed the assembled representatives, which included primarily Mayors and General Managers from almost all councils in the Orana Region and a number of adjoining councils. He emphasised the following goals which he has for the inquiry:

- That local jobs are sustained
- That strategic planning and engineering professional, and plumbing; tradesperson resources are maintained or improved;
- That necessary capital expenditure is secured; and
- That a sustainable revenue stream is achieved for the services

He also stated that the outcome of the Inquiry should not necessarily be a “one size fits all” response – different outcomes could be considered that reflect the different operating conditions around the NSW, and considerable financial resources would be provided by the Government to meet the immediate capital expenditure requirements. The Minister emphasised that submissions to the Inquiry should include recommendations for action and the relevant supporting arguments.

Minister Rees also heard presentations from those assembled. Some of the issues covered included:

- Benefit to the local economies of small towns from maintaining personnel based in those towns;
- Economies of scale making it inefficient to split small workforces that currently provide both town maintenance, and water & sewerage operation/maintenance services;
- Reported poor performance of some water utilities related to factors other than the size of the organisation;
- Access to stormwater infrastructure for implementation of Integrated Water Cycle Management not available to a water utility separate from the local government organisation without an additional level of agreements/approvals;
- Integration of planning control and master planning of water infrastructure is critical for successful urban development and is best undertaken within the one organisation;
- High demand water users are often Council activities (parks, sporting fields, etc) and if Council is also the water utility, demand at critical times can be managed internally without the need to implement restrictions on use to other customers;

- Various alliance or regionalisation structures could be adopted that may benefit water utilities obtaining the necessary professional and trade resources which were acknowledged to be very difficult to maintain in most regional areas; and
- It was acknowledged that where Councils have been able to establish long term Asset Management Plans (30 years) as recommended by the Water & Sewerage Best Practice Management Guidelines, the financial reserves that have been established are entirely accounted for in meeting the needs of their water utility and there is no surplus available to cross-subsidise smaller, less financially viable schemes.

It is considered that Council has the opportunity to make a positive contribution to influencing the outcome of the Inquiry by making a formal submission. There are a number of critical problems, especially for water utilities such as Walgett Shire with small, geographically separated schemes, remote from major regional centres. These are well summed-up in the Minister Rees' goals as outlined above. The status quo is unlikely to be sustainable, although without an asset management plan having been completed, it is difficult to quantify whether it might be achievable. Alternative, more regionalised structures have the benefit of greater capacity for cross subsidisation, potentially cheaper professional resources, and potentially less financial impact on customers. It is possible however that customers and communities will have less representation on the board of such an organisation.

A reasoned and balanced submission could be made to the Inquiry outlining the feasibility, benefits and disadvantages of a number of alternative management structures for non-metropolitan water and sewerage services. The emphasis would be on the circumstances in Walgett Shire and similar councils, such as Bourke Shire.

Alternatively, Council may wish to direct staff to present the case for a particular management structure for non-metropolitan water and sewerage services.

Full details of the Terms of Reference and further information on the Inquiry is available at the Department of water and Energy Website:

[http://www.dwe.nsw.gov.au/water/utilities\\_local.shtml](http://www.dwe.nsw.gov.au/water/utilities_local.shtml)

### **Relevant Reference Documents**

Inquiry into Secure and Sustainable Urban Water Supply and Sewerage Services for Non-metropolitan NSW – Discussion Paper, NSW Government, January 2008.

### **Stakeholders**

All non-metropolitan Water Authorities / Local Water Utilities (Includes Walgett Shire Council)

Water and Sewage service customers in non-metropolitan NSW

Communities of non-metropolitan NSW

**Financial Implications**

Minister Rees has promised “considerable” financial resources to the water and sewerage authorities following the completion of the Inquiry to facilitate capital works that are deemed necessary.

A modest submission and presentation can be made within the available Management Funding resources.

**Recommendation**

**That Council endorse the preparation of a modest written submission to the Inquiry into Secure and Sustainable Urban Water Supply and Sewerage Services for Non-metropolitan NSW outlining the perceived feasibility, benefits and disadvantages of a number of different management structures for urban water supply and sewerage services in Walgett Shire and similar areas.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 32

**Subject:** Glengarry State Emergency Service

**Author:** Alan Nelson – Manager Engineering

**File No:** 005/02/04/73

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**Summary**

This report relates to a request that Council takes steps to acquire the land upon which the operational depot of the Glengarry State Emergency Service is situated. The Department of Lands has advised in writing that it is opposed to the freeholding of part or all of the lease upon which the SES facility stands.

**Comments (including issues and background)**

A request has been received from the Unit Controller, Glengarry State Emergency Service that Council acquires the land upon which their operational depot is situated.

Section 17(5) of the State Emergency Service Act 1989 clearly indicates that it is Council's responsibility to respond to this request. The site is located within Lot 1953 DP 763835, Parish of Kigwigil, County of Finch. The land is part of a Western Lands Lease for grazing held by Mr Gordon Kelly.

In more usual circumstances, such as Council faced recently in Carinda, to acquire the land Council will need to seek the consent of the Minister for Local Government. To gain this consent, Council would need to complete the steps which are detailed in the Department of Local Government's Circular 06/49.

However, in this situation, given the opposition of the Department of Lands, it would be futile to pursue an acquisition. In a letter attached to this report, the Department makes a number of suggestions which could progress the situation. After speaking with an officer from the Department, it is suggested that the best way forward is by way of compulsory withdrawal of the occupied area using the provisions of the Western Lands Act 1901. The holder of Western Lands Lease 4124, Mr Gordon Kelly, has a right to compensation for the loss of his grazing right, however as the SES facility is already in place he may choose to waive his right to compensation.

**Relevant Reference Documents**

Request from Glengarry State Emergency Service  
Section 17(5) of State Emergency Service Act 1989  
Section 187(2) of Local Government Act 1993  
Letter from Department of Lands  
Department of Local Government Circular 06/49 (not attached)

**Stakeholders**

Walgett Shire Council  
Department of Lands  
Glengarry State Emergency Service  
Mr Gordon Kelly

**Financial Implications**

Survey and administrative costs associated with the granting of a Western Lands Lease for “Community Purposes” could amount to about \$5,000. This is not provided for in the current budget, however the State Emergency Service Act 1989 places an obligation on Council.

**Recommendation:**

- 1. That Council seek the compulsory withdrawal of the area occupied by the State Emergency Service from Western Lands Lease 4124 and granting of a Western Lands Lease for “Community Purposes” over this land, using the provisions of Section 43B of the Western Lands Act 1901.**
- 2. That Council approach the holder of Western Lands Lease 4124, Mr Gordon Kelly, to advise him of Council’s intent to establish a Western Lands Lease over the State Emergency Service facility at Glengarry and seek his views on the matter of compensation to him.**





Glengarry State Emergency Service  
Glengarry Opal Fields  
Via Walgett, NSW 2832  
Tel: 0268 293909  
Fax: 0268 293927  
E-mail: glengarry.ses.ops@bigpond.com

Walgett Shire Council  
PO Box 3  
Walgett, NSW 2832

Reference #: MG: SM: 315/01/-2/00; Ass Nil

To Whom It May Concern:

From my discussion with Matthew Goodwin on Monday October 22 2007, I understand that the Walgett Shire Council is responsible for providing the Glengarry State Emergency Service with Land Title for our depot. It would be much appreciated if the Walgett Shire Council could take the necessary steps to resolve this matter as soon as possible.

Thank you, for your time and consideration with this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bryce Kelly', is written over a horizontal line.

Bryce Kelly

Unit Controller

Glengarry State Emergency Service

**Walgett Shire  
Council**

REC'D

26 OCT 2007

FILE: 315/01/02/00

LETTER No: 9046.

REFER: MPG.

COPY:

## State Emergency Service Act 1989 No 164

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### 17 Local controllers

- (1) The Director-General may, on the recommendation of the council of a local government area, appoint one or more persons as a local controller for the area.
- (2) The Director-General may revoke an appointment under this section at any time and for any reason.
- (3) A local controller is, subject to any direction of the Director-General or the relevant region controller, responsible for the control and co-ordination of the activities of SES units in the relevant local government area.
- (4) The Director-General may appoint as a local controller an emergency officer not recommended by the council of the local government area concerned if the council fails to make a recommendation which is acceptable to the Director-General within 30 days after the council is requested to do so by the Director-General.
- (5) The council of a local government area must, within 3 months of the appointment of a local controller for the area, provide (free of charge) suitable training facilities and storage and office accommodation to enable the local controller to exercise his or her functions.
- (6) Any such facilities and accommodation are to be of a standard approved by the Director-General.

## Local Government Act 1993 No 30

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### 187 How does a council acquire land?

- (1) Land that a council is authorised to acquire under this Part may be acquired by agreement or by compulsory process in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.
- (2) A council may not give a proposed acquisition notice under the Land Acquisition (Just Terms Compensation) Act 1991 without the approval of the Minister.

Walgett Shire  
Council  
REC'D

04 FEB 2008

Department of Lands  
*Land Administration & Management  
Property & Spatial Information*



FILE: 005/02/04/73

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

LETTER No: 628

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

REFER: AEN

30 January 2008

COPY:

Our Ref: WLL 4124  
Your Ref: AN:AN:005/02/04/73

#### LAND TITLE – GLENGARRY SES

I refer to your letter of 3 January 2008 regarding the proposed acquisition of part Lot 1953 DP 763835, held as Western Lands Lease 4124, to formalise the occupation of the Glengarry State Emergency Service.

Western Lands Lease 4124 is a grazing lease held by Mr Gordon Kelly. Access to the lease is via existing tracks/roads, overlaying adjoining Western Lands Leases, which have never been formally dedicated as public roads. Whilst access is provided for by the Western Lands Act 1901, these tracks/roads do not constitute legal access.

Because there is no legal access to Western Lands Lease 4124 the Department is opposed to the free-holding of the whole or part of the lease.

As you are no doubt aware the lease is located within the preserved opal fields at Grawin and is strewn with residential mineral claims authorised under the Mining Act 1992.

An interdepartmental working group was formed some years ago to investigate and provide opportunities for residential claim holders surrounding Lightning Ridge, Grawin and Cumborah to obtain a secure bankable title to their residential claim.

The working group is interested in purchasing the whole or part of Western Lands Lease 4124 (transfer it to the NSW State Government) to facilitate the granting of residential western lands leases over the existing residential mineral claims. At the same time it may be possible to survey the area occupied by the State Emergency Service (SES) and to grant them a Western Lands Lease for "Community Purposes". All survey and administrative costs associated with the granting of the lease would be the responsibility of the SES.

It should be noted however, that the purchase of the lease has not been programmed for the near future and will be subject to the consent of the current lessee.

An interim option is the grant of a licence (issued over the top of the existing grazing lease) under the Crown Lands Act 1989. It would be necessary to obtain the consent of Mr Gordon Kelly, as the current lessee, to the grant of the licence. If the SES wishes to pursue a Crown land licence they should complete the attached application form and



## SHIRE OF WALGETT – AGENDA

return it to this Office accompanied by an application fee of \$383.60 and a letter of consent from Mr Kelly. Any licence offer would be subject to an annual rental payable to the Department of Lands.

Alternatively, consideration could be given to the compulsory withdrawal of the occupied area from Western Lands Lease 4124 under Section 43B of the Western Lands Act, 1901 and granting a Western Lands Lease for "Community Purposes" to the SES. Survey costs and all administrative costs associated with the granting of the lease would be payable by the SES.

The provisions of the Land Acquisition (Just Terms Compensation) Act 1991 relating to the payment of compensation for land acquired by compulsory process would apply to the withdrawal. The lessee has the right to waive compensation. If however, he chooses to be compensated for the loss of his grazing right over the land compensation monies would be payable by the applicant.

Yours faithfully



Amanda Beeson  
Team Leader – Disposals  
Western Region

APPLICATION FOR THE GRANT OF A LICENCE OVER  
CROWN LAND

Department of Lands



Prior to the release of Crown Land for use or occupation under a licence, the statutory provisions of the Crown Lands Act 1989 require land assessment. Public advertising of the land's availability and intending disposition may also be required.

## See attached information sheet regarding an application for licence

I/We hereby apply for a licence over Crown land as specified below and lodge this application together with all requirements and application fee of \$\_\_\_\_\_

Applicant(s)  
Details

Applicant(s) Full Name(s) \_\_\_\_\_

Residential Address: \_\_\_\_\_

Postal Address for Future  
Correspondence \_\_\_\_\_

Contact Phone \_\_\_\_\_

(W) \_\_\_\_\_

(H) \_\_\_\_\_

## Particulars of Your Adjoining Freehold Land

Lot/DP	Parish/County	Local Govt. Area	Locality/Street Address

Crown Land  
Details

## Particulars of Crown Land Applied For (Please attach a clearly defined location diagram)

General text description of the land (give Portion no., Parish and County if known).

If practicable, include a copy of any relevant map, street directory or sketch to show clearly the boundary

## Proposed Use of Crown Land

Usage/Structure(s) (Insert particulars of structures proposed - also any existing structures)

Applicant's  
Signature(s)

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

If any advice is needed in completing this form, please contact the Department of Lands

To be completed by lodging agent	
Lodged by _____	Address _____
Your Ref. _____	_____
Lands Office Use Only	
Application fee paid \$ _____	Receipt No. _____ Date ____/____/____

TNAPPR01



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
---

**Item No:** 33

**Subject:** SES Depot - Carinda

**Author:** Alan Nelson – Manager Engineering

**File No:** 021/01/01/00

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### **Summary**

This report recommends that Council gives public notice of an intention to carry a resolution at a future meeting to classify the land, upon which the State Emergency Service facility in Carinda is located, as operational land.

### **Comments (including issues and background)**

Council has completed compulsory acquisition of Part Lot 1 Section 3 DP 758227 from the Crown. This land is the site of the State Emergency Service facility in Carinda.

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.

In the case of Part Lot 1 Section 3 DP 758227, as this land has only just been acquired from the Crown, a classification will be required. Council resolved in December 2005 that a classification as 'operational' would be appropriate. Public notice along these lines should be pursued. Given the requirement to provide at least 28 days notice, it is suggested that the notice indicate that a resolution, to classify this land as operational, would be considered at Council's meeting to be held on Tuesday April 15 in Collarenebri.

### **Relevant Reference Documents:**

Section 34 Local Government Act 1993  
File No 021/01/01/00 (not attached)  
Council Resolution No 360/05 – December 2005

### **Stakeholders**

Walgett Shire Council

### **Financial Implications**

Not Applicable

**Recommendation**

**That Council give public notice of an intention to carry a resolution, at its meeting to be held on April 15 next, which will classify as operational land Part Lot 1 Section 3 DP 758227, this being the existing site in Carinda of the State Emergency Service facility.**

**Local Government Act 1993 No 30**

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**34 Public notice to be given of classification or reclassification by council resolution**

- (1) A council must give public notice of a proposed resolution to classify or reclassify public land.
- (2) The public notice must include the terms of the proposed resolution and a description of the public land concerned.
- (3) The public notice must specify a period of not less than 28 days during which submissions may be made to the council.
- (4) (Repealed)

**360/05– SES Depot Carinda**

**RESOLUTION:-**

It was resolved on the Motion of the Administrator that:-

- 1. Council Officers arrange for the SES Building allotment to be surveyed.
- 2. Council Officers organise for the new SES Building allotment to be valued by the State Valuation Department representative.
- 3. Council proceed to acquire land described as Part Lot 1 Section 3 DP 758227 Township of Carinda by compulsory acquisition under the Land Acquisition (Just Terms Compensation) Act 1991.
- 4. Authority be granted for and application be made for the approval of the Minister of Local Government pursuant to Section 187(2) of the Local Government Act.
- 5. Authority be granted for an application to be made for the approval of the Governor under Section 19 of the Land acquisition (Just Terms Compensation) Act 1991 to the Gazette of an acquisition notice.
- 6. The Land be acquired for State Emergency Service purposes.
- 7. Council confirm that all minerals are to be excluded from the compulsory acquisition.
- 8. The land, when acquired, be classified as operational land.
- 9. The land acquisition and associated costs be funded from the SES Vote.

Carried.



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
---

**Item No:** 34

**Subject:** Burren Junction Bore Baths

**Author:** Alan Nelson – Manager Engineering

**File No:** 005/03/02/00

---

**Summary:**

This report recommends the transfer of funds, originally proposed in Council's Five Year Road Plan for Burren Junction village streets, to improve access to the Burren Junction Bore Baths.

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

An application, for a Commonwealth Tourism Grant for the Burren Junction Bore Baths has been unsuccessful. Some feedback from the person assessing the application has been received at a further application is envisaged in 2008/09. This grant, if received, was to reconstruct the access road into the baths and improve the surrounds where campers stay. With the baths redevelopment the surrounds are currently very susceptible to damage in wet weather.

The Five Year Road Plan provides for \$200,000 expenditure in the current financial year on Burren Junction village streets. Whilst this need is fully justifiable, there may be merit in transferring at least some of this money to attend to the immediate access needs at the bore baths before visitor numbers increase to the point that roadworks become difficult and inconvenient for all concerned. The Burren Precinct Committee are not averse to this transfer of funds. It is unlikely that the full \$200,000 would be required and any funds not required should still be used for village street works.

**Relevant Reference Documents:**

Advice of unsuccessful grant application (not attached)  
Letter from Burren Precinct Committee  
Extract from Five Year Road Plan

**Stakeholders:**

Walgett Shire Council  
Commonwealth Government  
Residents of Burren Junction  
Users of Burren Junction Bore Baths

**Financial Implications:**

This report has no adverse financial implications. Funds already budgeted would be transferred from one project to another.

**Recommendation:**

- 1. That Council amend the Five Year Road Plan by transferring the \$200,000 allocation in 2007/08 from Burren Junction village streets to Burren Junction Bore Baths Road.**
- 2. That any funds not required for roadworks associated with Burren Junction Bore Baths be utilised for Burren Junction village street roadworks.**

## **BURREN PRECINCT COMMITTEE**

Chairman  
Brett Stevens  
6796 1455

PO Box 27  
Burren Junction 2386

Secretary  
Berrill Ley  
Walgett Shire  
Council  
REC'D

07 FEB 2008

**TO:** W.S.C.

**ATT:** Alan Nelson

**RE:** Sealing of Burren Junction Streets

**DATE:** 7<sup>th</sup> February 2008

FILE: 250/12/00/00

LETTER No: 710.

REFER: AEN.

Dear Alan,

**COPY:**

The current 2007/2008 budget has allowed for \$200,000.00 for the sealing of the remainder of the streets in Burren Junction. These being Inkerman Street, between Waterloo and Corunna Streets; Blenheim Street, between Balaclava and Inkerman Streets; Corunna Street from Balaclava Street to Sebastopol Street; Sebastopol Street; and Hastings Street from Trafalgar Street into the Sportsground/Camp draft Area. In all approximately 900 meters of sealing.

The Burren Precinct Committee, after counselling with community members, recommend that part of these funds be reallocated to undertake roadworks at the Bore Baths. We are of the understanding that bitumen seal is required at the Bore Baths from the Highway to the Baths, and gravel is required on all the camping areas.

The Precinct Committee would also like to request for this work to be fast tracked so it could be completed prior to Easter to avoid the inconvenience due to campers, tourists and Grey Nomads.

If a council representative could meet with the Precinct in Burren ASAP to discuss the bitumen/sealing requirements, then a better assessment could be made.

We would also suggest that council allow approx \$50,000.00 in the upcoming 2008/2009 budget for continues improvement to the Burren Junction Bore Baths. This would cover costs incurred by extra gravel, amenities upgrade, septic system, pool access and general improvement that are needed to bring the complex up to a standard that is acceptable to both the Council and Community.

Regards

Brett Stevens

For Kylie Newman, Matt Grinham, Belinda Haverhoek, Neville Stevens,  
Les Hoffman

### **Year One – 2007/08**

**Assumed Available Road Funds - \$4,501,334**

**Comprising**

**Block Grant - \$790,000**

**REPAIR Programme - \$350,000**

**Timber Bridge Partnership Programme - \$290,000**

**FAG (Road Component) Grant - \$200,000**

**Roads to Recovery Grant - \$838,000**

**Strategic Regional Programme - \$1,950,000**

**AWB Contribution (Beanbri Road) - \$83,334**

#### **Projects**

- 1. Regional Road No 333 (seal Monkey Scrub towards Carinda) - \$1,300,000  
(includes \$350,000 from REPAIR Programme)**
- 2. Regional Road No 457 (south of Little Weir) - \$1,500,000**
- 3. Shire Roads (reforming of selected road lengths) - \$421,334**
- 4. Sealing of village streets in Burren Junction - \$200,000**
- 5. Shire Road No 117 (seal to Beanbri Silo entrance) - \$500,000**
- 6. Regional Road No 329 – Construction of new bridge over Pian Creek -  
\$580,000 (includes \$290,000 from Timber Bridge Partnership  
Programme)**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
---

**Item No:** 35

**Subject:** Walgett Bore Baths

**Author:** Alan Nelson – Manager Engineering

**File No:** 280/04/06/00

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**Summary**

This report recommends the rescission of Resolution No 420/07, which commits Council to the installation of a secure perimeter fence around the Walgett Bore Baths. This recommendation stems from a security audit by the local Police, which strongly recommends that improved lighting will be far more effective in dealing with the troublesome issues that have been associated with this facility in the past.

**Comments (including issues and background)**

On account of persistent anti-social behaviour and vandalism at the Walgett Bore Baths, Council closed the facility last year. However, after being closed for a number of months, a delegation of concerned citizens met with the Administrator and General Manager to express their concern at the continued closure of the facility. As a consequence of these representations, Council resolved at the December 2007 meeting to authorise the General Manager to proceed with works not exceeding \$40,000 to re-open the facility with a new, secure perimeter fence as well as repair of plumbing defects.

A safety and security audit, undertaken by Senior Constable Preston, Crime Prevention Officer attached to Castlereagh Local Area Command, strongly recommends that more secure fencing is not the preferred means of making the Walgett Bore Baths more secure. Senior Constable Preston considers that, with security flood lighting responding to a movement sensor, together with quality closed circuit television, the current fencing should be adequate. The fencing would still be able to be breached, however the lighting and CCTV should be sufficient deterrent to prevent this from happening.

To facilitate an early re-opening of the facility, in recognition that this outcome is what Council and the community are seeking, an electrical contractor has been engaged to provide flood lighting to the area. This work, at a total cost of about \$1,500, has been done in conjunction with other electrical work being undertaken at the facility in association with the plumbing upgrade.

It is suggested that Resolution No 420/07 be rescinded at this point in time and the need to upgrade the perimeter fence to provide greater security be reassessed in three months time. This should allow sufficient time to establish whether the security floodlighting, recommended by the Police and now installed, is effective on its own in combating previous problems with vandalism and anti-social behaviour.

**Relevant Reference Documents**

Council Resolution No 420/07 – December 2007  
Safety and Security Audit (not attached)

**Stakeholders**

Walgett Shire Council  
Walgett Community  
Bore Baths Users  
Walgett Police

**Financial Implications**

The costs to re-open the facility will be substantially less than originally envisaged when a new perimeter fence was involved. It is suggested that these reduced costs be met from the operational budget and, if this leads to a budget over-run, this be considered at the next quarterly budget review.

**Recommendation**

- 1. That Council rescind Resolution No 420/07 carried at its December 2007 meeting.**
- 2. That Council note the work carried out to date to achieve an early re-opening of the Walgett Bore Baths.**
- 3. That costs associated with the re-opening of Walgett Bore Baths be met from the operational budget for Swimming Pools and Bore Baths.**
- 4. That upgrading of the perimeter fence around the Walgett Bore Baths be not proceeded with at the present time and the need for upgraded fencing be reassessed in three months time in the light of incidences of vandalism and/or anti-social behaviour after the baths are re-opened with security floodlighting in operation.**

<b>420/07 – Walgett Bore Baths</b>
------------------------------------

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. That Council resolved to call for quotations for the supply and installation of a perimeter fence and the repair of the plumbing defects at Walgett bore baths.
2. That the General Manager be authorised to proceed with approval of works not exceeding \$40,000 to be funded from Council land sales.

Carried.

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
---

**Item No:** 36

**Subject:** Payphone – Walgett Aerodrome

**Author:** Alan Nelson – Manager Engineering

**File No:** 260/03/00/00

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**Summary**

This report recommends that Council takes no further action to attempt to persuade Telstra to retain a Telstra Operated Payphone at Walgett Aerodrome. Further, it recommends that Council requests Telstra to install a telephone service, in lieu of the payphone, for local and emergency use only.

**Comments (including issues and background)**

In late 2006 Telstra agreed to postpone plans to remove the payphone at Walgett Aerodrome for a twelve month period during which use of the phone would be evaluated. In late 2007 Telstra made further contact with Council, advising that the phone was uneconomic and plans were in place to remove it in January 2008. An agreement was reached with Telstra, to defer any removal until February 29, 2008 to allow consideration of available options to be made at the February ordinary meeting of Council.

A letter, signed by the Administrator, was sent to Telstra in early January urging them to consider retaining the phone as an essential community service. A response has now been received. In this response Telstra advise that they are unwilling to allow the status quo to remain and they will be discontinuing the service from February 29, 2008.

Telstra indicates that four (4) options are available to Council, should it wish to maintain a telephone at Walgett Aerodrome. These options are fully described in a letter from Telstra which is attached to this report. Of these options, it would seem that Option Four, this being a free phone service to patrons, with the phone only being available to make local and emergency calls, is the most attractive if Council wishes to retain a telephone at the aerodrome. Current usage levels, which indicate little prospect for future growth, make the other three options considerably more expensive. Because of the geographical location of the aerodrome, it is difficult to imagine locals using it for purposes unrelated to the conduct of the aerodrome, thereby driving up the cost to Council of Option Four.

**Relevant Reference Documents**

Administrator's letter to Telstra  
Response from Telstra



**Stakeholders**

Walgett Shire Council  
Users of Walgett Aerodrome  
Telstra

**Financial Implications**

Assuming few telephone calls are made, the cost of a telephone service at Walgett Aerodrome, for local and emergency use only, should be substantially less than \$1,000 per annum.

**Recommendation**

- 1. That Council take no further action to try and persuade Telstra not to remove the payphone at Walgett Aerodrome on February 29.**
- 2. That Council install a substitute telephone service at Walgett Aerodrome, for local and emergency use only.**

8 February 2008

Mr Allan Nelson  
Walgett Shire Council  
77 Fox St  
WALGETT NSW 2838

**Telstra Consumer &  
Marketing  
Payphones Solutions**

13/400 George Sydney NSW  
1100  
Australia

Postal Address:  
Locked Bag 6549  
Sydney NSW 2000

Telephone 02 82554674  
Facsimile 02 93290645

Dear Mr Nealson

As discussed with you today 8<sup>th</sup> February 2008, Telstra has an ongoing review process for our public payphone network to ensure that our resources are used where they are most valued by customers and provide a return on investment.

As you may be aware Telstra has recently examined its cost structure. The costs associated with the provision and ongoing maintenance of many payphones is significantly greater than revenue generated from current usage. From an economic perspective it has become evident that some of our services on private sites are no longer sustainable.

Accordingly, a review was recently undertaken and the following payphone is to be withdrawn due to its low annual usage.

<b>02682806Z2</b>	<b>AIRPORT TERMINAL</b>	
	<b>WALGETT</b>	<b>\$58.15 per year</b>

Council has been aware for over 12 months that Telstra had been reviewing the continuation of this service.

**We understand that you may wish to replace this payphone and would like to offer you the following alternatives:**

1. You may request that we replace our existing Telstra Operated Payphone equipment ('TOP') with a Customer Operated Payphone ('COP'). The COP option allows you to purchase a coin payphone with three models to choose from (for example MP10, MP20 & MP30). Coin collection and maintenance would be the responsibility of Council. The MP 20 payphone costs \$1586 plus GST. Delivery and installation extra.
2. You may request that we replace the existing payphone equipment with a Telstra Coin Payphone (TSP). This is a rental offering. Telstra would cover all fair wear and tear costs for a fee of \$99 per month plus line rental and call charges. Council is responsible for coin collection.

3. Share Charge Agreement. The current payphone to remain under a share/charge agreement. The agreement explains where the customer is to reimburse Telstra if revenue of a payphone does not receive yearly revenue of \$3500.00. Telstra will perform maintenance and collection on the payphone. **Example:** If the phone earns \$500.00 pa the customer would be required to reimburse Telstra \$3000.00.
4. Provision of a free phone service to patrons, with local and emergency calls only. Any type of handset can be used, and council pays line rental and call charges. This type of service needs to be monitored for excessive use but is the cheapest alternative. Remote access phone cards can also be used to call mobile numbers or intra / interstate calls.

Telstra regrets that you are unhappy with our decision to remove our payphone; however, we will be discontinuing the service on 29<sup>th</sup> February 2008. Our contractor will call and make the arrangement directly with you regarding access to the site.

In the event that you believe that it is necessary to retain a payphone service we are only too happy to assist you with the transition from the current service to your preferred option from the range we have offered and answer any queries you may have.

Yours sincerely

Jason Gavin  
Sales Manager  
Telstra Payphone Solutions

SHIRE OF WALGETT – AGENDA

AN:AN: 260/03/00/00

Mr Alan Nelson

7 January 2008

Telstra Consumer and Marketing  
Level 6 – East Tower  
52-54 Railway Parade  
BURWOOD NSW 2134

Dear Sir

***Re: Payphone – Walgett Aerodrome***

Council has received advice that, owing to very little use, it has been decided to remove the payphone which is located at the Walgett Aerodrome Terminal Building. Removal is currently scheduled for Friday, February 29 next.

It is recognised that Telstra agreed to retain the telephone for a further twelve month period in late 2006, at which time removal was originally scheduled. During this period use would be further evaluated and, on account of little use and consequent little revenue, Telstra has notified Council staff of the proposed removal date.

It is recognised that this telephone will never achieve usage rates which justify its retention on economic grounds alone. In the event of an emergency at the aerodrome, which fortunately we have not seen in recent times, this telephone could represent the difference between life and death for someone. Accordingly, I would strongly urge you to retain the facility as an essential community service. In the event that this is not possible, would you please advise me, at your earliest opportunity, of the cost to Council to retain the facility at Council's expense.

Yours sincerely

Vic Smith  
Administrator

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
---

**Item No:** 37

**Subject:** Barwon Inn Rest Area

**Author:** Alan Nelson – Manager Engineering

**File No:** 315/01/06/00

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### **Summary**

This report briefs Council on the current position with respect to the naming of the rest area on the banks of the Barwon River, downstream of the Dangar Bridge west of Walgett. It would appear that Council's request, to have the rest area named 'Barwon Inn Rest Area' will ultimately be accepted.

### **Comments (including issues and background)**

An original intent by Council, to seek the name 'Eric (Monty) Morgan Rest Area', for the currently unnamed rest area adjacent to the Dangar Bridge over the Barwon River, was overturned as a result of a compelling argument for the name 'Barwon Inn Rest Area' put forward by a number of Walgett organisations and individuals. The family of the late Mr Morgan agreed to the proposal to name the rest area 'Barwon Inn' and accepted an offer from Council to seek the name 'Monty Morgan Bridge' for the replacement structure, to be built across the Castlereagh River on the Walgett-Carinda Road in 2008/09.

The Geographical Names Board of New South Wales has approved of the name 'Barwon Inn Rest Area' to be advertised for public comment. Unless sustainable objections are received as a result of local advertising, the name 'Barwon Inn Rest Area' will be gazetted. It is difficult to envisage a sustainable objection at this stage.

A further report will be presented to Council when the naming process has been finalised.

### **Relevant Reference Documents**

Letter from Geographical Names Board of New South Wales  
Council Resolution No 296/07 – September 2007

### **Stakeholders**

Walgett Shire Council  
Residents of Walgett and District  
Geographical Names Board of New South Wales

**Financial Implications**

Nil

**Recommendation**

**That Council note the present position, with respect to the naming of the rest area on the banks of the Barwon River, downstream of the Dangar Bridge west of Walgett.**

SHIRE OF WALGETT – MINUTES

<b>296/07 – Rest Area Naming</b>
----------------------------------

**RESOLUTION:**

It was resolved on the Motion of the Administrator:

1. 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.
2. That Council submits the name 'Monty Morgan Bridge' to the Geographical Names Board of New South Wales, for consideration as the name for the replacement bridge over the Castlereagh River on RR333 upon its completion.

Carried.

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 38

**Subject:** Maintenance of Stock Grids

**Author:** Alan Nelson – Manager Engineering

**File No:** 175/04/00/00

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### **Summary**

This report recommends that Council establishes a binding legal agreement with consenting owners of stock grids on public roads within Walgett Shire, whereby Council assumes maintenance responsibility for these structures subject to the property owner agreeing to meet the cost of all materials.

### **Comments (including issues and background)**

A request has been received from a local landholder, asking that Council assume full responsibility for stock grids and their immediate road approaches. The landholder considers that the generally poor condition of grids and road approaches is evidence that the majority of landholders have no expertise in road maintenance and no experience in assessing whether a grid or road meets relevant statutory requirements.

Sections 133 and 134 of the Roads Act 1993 and Section 70 of the Roads (General) Regulation 2000 clearly place the responsibility for maintenance and replacement of grids with the property owner. Copies of this legislation are attached to this report.

It is generally acknowledged that a stock grid exists solely for the benefit of the property owner, accordingly legislation has been framed to reflect this fact. However, as Council will note, Section 134 of the Roads Act 2003, does allow Council to contribute to the cost of construction. The legislation does not prohibit Council from contributing to the cost of maintenance. The Roads and Traffic Authority accept, as a legitimate charge to the SIMC (Single Invitation Maintenance Contract), costs incurred by Council in repairing stock grids. These costs are not passed on to the property owner. A telephone call to the Legal Advisor at the Local Government and Shires Associations suggested that the type of agreement foreshadowed in this report was not in breach of any relevant legislation.

There can be no doubt that most, if not all, owners of stock grids on public roads within Walgett Shire do not possess the necessary expertise and certification to lawfully undertake work on their stock grids. Accordingly, Council should be requiring them to ensure that only duly qualified personnel undertake this work on their behalf. The only reasonable means Council can use to ensure this occurs is to assume this responsibility itself. However, if Council were to do this and also assume responsibility for all associated costs, this could result in a very significant cost over-run as many grids are in poor condition and property owners would undoubtedly seek renewal if this was at no cost to them. Accordingly, it is suggested that Council assume responsibility for maintenance of these grids on the proviso that the property owner meets the cost of



## **SHIRE OF WALGETT – AGENDA**

all materials involved, including the cost of new grids where they are installed. Where a property owner is unwilling to enter into such an arrangement, Council would have no option other than to enforce the provisions of the Roads Act 1993 and related legislation, requiring the landholder to demonstrate a capacity to undertake their responsibilities in an appropriate fashion.

Such an agreement would need to be legally enforceable, accordingly it is suggested that Council's Legal Advisor be contacted and asked to prepare such an agreement or otherwise provide an opinion as to why such an agreement is either unwise or inappropriate.

### **Relevant Reference Documents**

Landholder Request  
Sections 133 and 134 Roads Act 1993  
Section 70 Roads (General) Regulation 2000

### **Stakeholders**

Walgett Shire Council  
Owners of Stock Grids within Walgett Shire

### **Financial Implications**

If Council takes over responsibility for maintenance of stock grids, with property owners meeting all costs for materials, some additional expenditure will be incurred. The extent of this additional expenditure is currently unknown, however it would be restrained somewhat by two factors, these being the requirement for landholders to contribute materials costs and the overall limitation of Council's roads budget.

### **Recommendation**

- 1. That Council's Legal Advisor be asked to prepare a binding agreement between Council and owners of stock grids on public roads within Walgett Shire, whereby Council would assume maintenance responsibility for these structures subject to the property owner meeting all costs for materials associated with repair or replacement of stock grids.**
- 2. That this agreement, when finalised, be sent to all owners of stock grids on public roads within Walgett Shire for their consideration and completion.**
- 3. That, in instances where property owners are unwilling to enter into such an arrangement, Council actively enforces the requirements of the Roads Act 1993 and associated legislation to ensure stock grids are adequately maintained.**

115/07106/00

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07-JAN-2008 MON 04:04

G&D OBRIEN

FAX NO. 0268290182

P. 01/01

**"Neirbo Plains"**

abn: 65 988 153 645

P.O. Box 693, Lightning Ridge, NSW, 2834.

TEL: (02) 6829 0488

FAX: (02) 6829 0182

email: neirbo44@bigpond.com

7<sup>th</sup> January, 2008

The General Manager,  
Walgett Shire Council,  
P O Box 31,  
WALGETT, NSW, 2832.

Dear Sir,


Re: **MOTOR GRIDS**

I am requesting a review of Council's policy regarding motor grids whereby currently landholders are deemed responsible for the grids and 20 metres either side of the grid.

It is evident that the majority of landholders would have no expertise in road maintenance or any experience in assessing whether a grid or road meets any statutory requirements. As road safety is paramount and Council does in fact employ the services of qualified personnel on behalf of ratepayers, I am seeking Council's consideration in taking over full responsibility for the grids and their approaches.

I would appreciate Council giving this matter serious consideration and look forward to hearing from you.

Yours faithfully,



G.J. O'BRIEN

**133 Construction of by-pass around road gate**

(1) An occupier of land adjoining an unfenced public road across which a public gate is situated at the point where the road intersects a boundary fence:

- (a) must not, unless the appropriate roads authority so permits, and
- (b) must, if the appropriate roads authority so requires,

construct a by-pass for vehicles at the intersection of the road with the boundary fence.

Maximum penalty: 10 penalty units.

(2) The roads authority may not permit or require the construction of a by-pass:

- (a) if the by-pass is to be used in connection with a public gate across a main road, except with the concurrence of the RTA, and
- (b) if the public gate is part of a rabbit proof, dog proof or marsupial proof fence, except with the concurrence of the local rural lands protection board.

(3) A by-pass is to consist of:

- (a) a ramp to allow vehicles to be driven over the top of the boundary fence, or
- (b) a cattle grid or sheep grid located beside the gate,

and must be constructed in accordance with such specifications as may be approved by the roads authority.

(4) If the appropriate roads authority so requires, the person permitted or required to construct a by-pass:

- (a) must construct the by-pass along the line of the road, and
- (b) must re-locate the gate beside the by-pass.

Maximum penalty: 10 penalty units.

(5) The occupier for the time being of land to which a permit relates is taken to be the holder of the permit.

**134 Notice board to be erected at by-pass**

(1) The occupier of land on which a by-pass is constructed must ensure that:

- (a) a notice, in the form required by the appropriate roads authority, is exhibited on a conspicuous notice board near each end of the by-pass, and
- (b) both the by-pass and the notice are maintained in good condition.

Maximum penalty: 10 penalty units.

(2) A notice may prohibit vehicles exceeding a specified laden weight from being driven over the by-pass.

(3) If the appropriate roads authority requires a person to construct a by-pass, that authority may contribute to the cost of construction and erection of the notices.

**70 Road near gate**

The holder of a public gate permit must ensure that the road approaches to the gate are maintained in good condition for such distance (not exceeding 20 metres) from each side of the gate, and for such width, as the roads authority may determine when granting the permit.

Maximum penalty: 10 penalty units.

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 39

**Subject:** Collarenebri Water Treatment Plant

**Author:** Alan Nelson – Manager Engineering

**File No:** 021/01/01/00

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**Summary**

This report has been presented to Council to correct an error contained in a previous report relating to the acquisition of land upon which the Collarenebri Water Treatment Plant stands.

**Comments (including issues and background)**

In April 2005 a report was presented to Council recommending a number of steps to be taken to acquire the Crown Land upon which the Collarenebri Water Treatment Plant has been constructed. These recommendations subsequently became Council Resolution No 91/05. Council's present legal advisor has indicated concerns with the land description contained in the resolution of Council. He has indicated this error needs to be corrected by a fresh resolution, otherwise the acquisition process would not proceed.

The land to be acquired is correctly described as Lot 1 in an unregistered plan of acquisition of part Lot 55 in Deposited Plan 752673.

**Relevant Reference Documents**

Council Resolution No 91/05  
Unregistered Plan of Subdivision  
Legal Opinion (not attached)  
Section 186 Local Government Act 1993

**Stakeholders**

Walgett Shire Council  
NSW Department of Lands  
Minister for Local Government  
Mr A and Mrs J Ramien

**Financial Implications**

Some costs will be involved with this acquisition. It is difficult to accurately predict them at this stage, however they are likely to be in the order of several thousand dollars.

**Recommendation**

- 1. That Council acquire by compulsory acquisition the land described as Lot 1 in an unregistered plan of acquisition of part Lot 55 in Deposited Plan 752673 (such plan being referred to in, and attached to, the report of the Manager Engineering dated 19 February 2008) under section 186 of the Local Government Act 1993 for Water Treatment Purposes.**
- 2. That Council apply to the Minister and/or Governor for approval to acquire the subject land by compulsory process under the Land Acquisition (Just Terms) Compensation Act 1991.**
- 3. That all minerals are to be excluded from the compulsory acquisition of the subject land.**
- 4. That upon acquisition, the subject land be classified operational land.**
- 5. That any necessary documentation be executed under the common seal of Council.**

**91/05 – Collarenebri Water Treatment Plant**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that

1. Council proceed to acquire land described as Lot 551 of an unregistered plan for subdivision of Lots 1/30 DO 752673 Town of Collarenebri by compulsory acquisition under the Land Acquisition (Just Terms Compensation) Act 1991.
2. The authority is 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. The authority is 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 be gazettal of an acquisition notice.
4. The land be acquired for Water Treatment Purposes.
5. The Council confirm that all minerals are to be excluded for the compulsory acquisition.
6. The land when acquired be classified as operational land.

Carried.

Council Meeting 21 April 2005

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**Local Government Act 1993 No 30**

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**186 For what purposes may a council acquire land?**

- (1) A council may acquire land (including an interest in land) for the purpose of exercising any of its functions.
- (2) Without limiting subsection (1), a council may acquire:
  - (a) land that is to be made available for any public purpose for which it is reserved or zoned under an environmental planning instrument, or
  - (b) land which forms part of, or adjoins or lies in the vicinity of, other land proposed to be acquired under this Part.
- (3) However, if the land acquired is, before its acquisition, community land vested in a council, the acquisition does not discharge the land from any trusts, estates, interests, dedications, conditions, restrictions or covenants that affected the land or any part of the land immediately before that acquisition.

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19 February 2008

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<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 40

**Subject:** Smoke Free Areas

**Author:** Alan Nelson – Manager Engineering

**File No:** 195/04/00/00

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**Summary**

This report recommends that Council takes steps to become a formal Cancer Council Local Government Partner and carries resolution such that it is eligible to seek a grant from the NSW Cancer Council for signage indicating children's playgrounds and sporting fields in Walgett Shire are smoke free areas.

**Comments (including issues and background)**

The Local Government and Shires Associations have advised that the NSW Cancer Council is launching a round of competitive grants of up to \$2,500 for Councils to meet local cancer control needs. Applications must address the Cancer Council priority area of smoke free outdoor environments. The Cancer Council wants to help Councils educate the public in the areas of children's playgrounds and sporting fields.

To be eligible for a grant, Council needs to meet four (4) criteria, these being :

1. Council must be able to demonstrate, by providing copies of minutes, that smoke free policies have been adopted in the two areas listed above, no later than 31 March 2008.
2. Council commits to make at least two of the following areas smoke free prior to 30 June 2008 – all events run or sponsored by Council, alfresco dining areas on public land, within 10 metres of Council owned or managed buildings, in bushland, parks and reserves, any leases, licences etc that apply to Council owned or managed land.
3. Council must be a formal Cancer Council Local Government Partner.
4. In applying for a grant, Council confirms a commitment to match any funding provided, dollar for dollar.

Irrespective of whether or not Council elects to submit an application for this grant, which is for approved signage at children's playgrounds and/or sporting fields, it is considered highly desirable that Council commits to becoming a local government partner with the Cancer Council. About 50% of Councils in western NSW are partners with the Cancer Council. There is no direct cost associated with becoming a partner Council. In seeking to become a partner Council, two senior staff must be nominated as contact persons within the Council. The General Manager and Director of Corporate and Community Services are considered to be the appropriate senior personnel in this instance.

## **SHIRE OF WALGETT – AGENDA**

It is suggested that, in addition to becoming a formal Cancer Council Local Government Partner, Council does take the additional steps to make application for a grant as outlined above. Accordingly, the recommendation at the conclusion to this report includes suggested resolutions that would establish eligibility for this grant.

### **Relevant Reference Documents**

Weekly Circular, Local Government and Shires Associations

### **Stakeholders**

Walgett Shire Council  
Residents and Visitors to Walgett Shire

### **Financial Implications**

In the event of a successful grant application, Council will be required to allocate up to \$2,500 towards any project. At this stage, there is no specific budget allocation to cover this potential expenditure.

### **Recommendation**

- 1. Walgett Shire Council acknowledges the high level of physical and emotional suffering, premature death and financial burden caused by cancer in this community. By becoming a Cancer Council Community partner, we undertake to lower the impact of this insidious disease in our community by –**
  - Learning about and adopting new policies that will help reduce the incidence of cancer in our area**
  - Supporting Cancer Council advocacy campaigns that will benefit the people of our community**
  - Using our communication channels, venues and networks to help deliver Cancer Council information and education**
  - Allowing free use of Council venues and other resources for support group meetings, education programmes and other activities that benefit cancer patients and their families in our area**
  - Supporting Cancer Council efforts in our area to raise money for cancer research, prevention and support**
- 2. Walgett Shire Council nominates the General Manager and Director Corporate and Community Services as the dedicated relationship managers for this community partnership.**

- 3. Effective from 1 March 2008, Council adopts smoke free policies in the following areas –**
  - Within 10 metres of all children’s playground equipment**
  - On playing fields, sporting grounds and sporting facilities, including swimming pools, under Council control, either direct or indirect**
  - In alfresco dining areas on public land**
- 4. Application be made to the NSW Cancer Council, seeking a dollar for dollar grant for the erection of approved signage banning smoking at children’s playgrounds and sporting fields within Walgett Shire.**

## Community

### Item 5: Grant Scheme for Councils Adopting Smoke-Free Areas

**The Cancer Council NSW is launching a second round of competitive grants up to \$2,500 for councils to meet local cancer control needs.**

Applications for 2008 open on 4 February and must fall into the priority area of Cancer Council work being Smoke-Free Outdoor Environments. The Cancer Council NSW wants to help councils educate the public on Smoke-Free Outdoor Environments for their communities in the focus area of children's playgrounds and sporting fields.

The grants scheme is to provide councils with assistance for approved signage exclusively at children's playgrounds and/or sporting fields acknowledging the areas are smoke-free.

#### Essential Criteria

- Councils must be able to demonstrate, by providing copies of council minutes, that council has adopted smoke-free policies banning smoking in the two areas listed prior to 31 March 2008.
  - Within 10 metres of all children's playground equipment
  - On playing fields, sporting grounds and sporting facilities (i.e. swimming pools, outdoor sports centres)
- That council makes a commitment to adopt smoke-free policies banning smoking in a minimum of two of these areas listed prior to 30 June 2008.
  - At all events run or sponsored by council
  - In alfresco dining areas on public land
  - In council's pedestrian malls/plazas
  - Within 10 metres of council owned or managed buildings
  - On patrolled/all beaches
  - In all bushland, parks and reserves
  - Within all covered bus stops and taxi ranks
  - Within council covered car parks
  - Any leases, licences etc that apply to council-owned and managed land
- The council applying for the grant is a formal Cancer Council Local Government Partner – refer to [www.cancercouncil.com.au/localgovernment](http://www.cancercouncil.com.au/localgovernment) for more information.
- By making the application council confirms a commitment to dollar match the funding request to equal the value provided. That is, if the funding grant was \$2,500, council would also commit \$2,500 towards the project.

Applications are to be received by 31 March 2008.

#### Contact

The Cancer Council NSW: Larry Musolino Government Liaison, 9334 1434 or [larrym@nswcc.org.au](mailto:larrym@nswcc.org.au)

R00/0038:LG

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 41

**Subject:** Flood Damage – December 2007/January 2008

**Author:** Alan Nelson – Manager Engineering

**File No:** 195/04/00/00

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**Summary**

This report briefs Council on the current position with respect to flood damage suffered in Walgett Shire. The area has been listed as eligible for Natural Disaster assistance following the flood in the Castlereagh River in late December 2007.

**Comments (including issues and background)**

In late December 2007 heavy rainfall in the Castlereagh River catchment created flood conditions in that river. Like many Australian inland rivers, the Castlereagh bifurcates in places towards its downstream end, accordingly the flood damage is not confined to areas immediately adjacent to the actual river.

Damage has been compounded by a significant amount of local rainfall. In addition, rainfall in southern Queensland and the north east of the Shire has produced some flood damage north east of Lightning Ridge. However, the majority of flood damage identified to date has been in the southern part of the Shire.

Not all flood damage has been inspected and assessed at this stage as some problems with access still persist. At this stage, flood damage totalling about \$770,000 has been identified. About \$150,000 involves Regional Roads, the balance of \$620,000 occurring on Local Roads. It is difficult to accurately predict what the final figure might be, however it could be as high as \$1.5 million in total. There is substantial damage which is still to be assessed in the Carinda area and the area between Cryon, Collarenebri and Rowena is yet to be inspected. However, damage in this area is not anticipated to be substantial. The majority of overall damage will involve Local Roads.

Following an assessment of Council's claim by the Roads and Traffic Authority, a flood damage grant will be made available to Council. The grant will include the full cost of damage on Regional Roads, whereas on Local Roads Council will need to fund 25% of the first \$116,000 (ie \$29,000). This \$29,000 contribution will be funded from Council's vote for Shire Road Maintenance.

This additional work will place additional pressure on Council's already heavily committed Engineering Department. A start on the Collarenebri to Mungindi project, funded by the Strategic Regional Programme, has been delayed already and further delays are possible.

## **SHIRE OF WALGETT – AGENDA**

### **Relevant Reference Documents**

Declaration of Walgett Shire as eligible for Natural Disaster assistance. (not attached)

### **Stakeholders**

Walgett Shire Council  
Roads and Traffic Authority

### **Financial Implications**

A contribution of \$29,000 towards the cost of Local Road flood damage is required from Council and this can be funded from the present budget for Shire Roads Maintenance.

### **Recommendation**

**That Council notes the current position with respect to flood damage suffered in Walgett Shire in December 2007 and January 2008.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 FEBRUARY 2008</b>
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**Item No:** 42

**Subject:** Plant Replacement Programme

**Author:** Alan Nelson – Manager Engineering

**File No:** 305/08/05/00

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**Summary**

This report briefs Council on the current position with respect to implementation of the replacement programme for plant and vehicles in 2007/08.

**Comments (including issues and background)**

In June 2007 Council adopted in principle a 15 Year Plant Replacement Programme.

To date, the following progress has been achieved with respect to plant replacement :

1. Tenders will be invited shortly for a grader, rubber tyred roller and water cart. These will be advertised together to save on advertising costs. Obviously, as they are supplied from different sources, they will not be tendered together.
2. Road Maintenance (Patching) trucks come in a variety of configurations. A hired unit is currently being evaluated to ascertain suitability and reliability. Upon completion of this evaluation, tenders for a machine will be invited.
3. Two light trucks have been replaced. Both work in the Parks and Gardens area, one being based in Walgett, the other in Lightning Ridge.
4. The programme provides for six mower replacements this year. Current thinking is that these are not all required. Improved management practices should reduce the requirement to three machines. Currently available machines are being assessed before inviting quotes.
5. With increased works activities, a number of supervisory vehicles are travelling greater distances than envisaged. This will have implications on changeover times and costs and options to minimise these costs are currently being investigated.
6. Vehicle changeovers have been completed for a number of staff positions including General Manager, Works Engineer, Projects Engineer, Technical Officer (Town Services), Technical Officer (SIMC), Team Leader (Lightning Ridge), Construction Tender Vehicles (two of) and Regulatory Officer.

7. A Toyota 12 seater bus has been on order for a considerable time. At the time of writing this report Dubbo City Toyota indicated a delivery date of mid March 2008. This compares with a December 2007 delivery date, stated when the order was first given in September 2007.

**Relevant Reference Documents**

Council Resolution No 157/07 – June 2007

**Stakeholders**

Walgett Shire Council

**Financial Implications**

The current budget provides for the programmed replacements.

**Recommendation**

**That Council note the current position with respect to the replacement of plant and vehicles.**

**157/07 – Plant Replacement Programme**

**RESOLUTION: -**

It was resolved on the Motion of the Administrator that Council adopt in principle the fifteen (15) year plant replacement programme as attached.



## SHIRE OF WALGETT - MINUTES

PLANT REPLACEMENT PROGRAMME  
Based upon the following operating periods between replacements

Grader - 10 years  
 Loader - 12 years  
 Bobcat - 12 years  
 Water Cart - 10 years  
 Mower - 5 years  
 Roller - 10 years  
 Forklift - 15 years  
 Tractor - 15 years  
 Ditch Witch - 11 years  
 Bobcat - 12 years  
 Traffic Signs - 5 years  
 Paving Truck - 10 years  
 Heavy Truck - 12 years  
 Light Truck - 15 years  
 Footpath Sweeper - 8 years  
 Footpath Roller - 15 years  
 Flat - 20 years  
 Fuel Trailer - 10 years  
 Waste Truck - 6 years  
 Plumber Truck - 10 years

Plant Item (Number)	Year Purchased	Unit Cost of Replacement	2007/08	2009/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2016/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Grader (69)	1997	\$250,000	\$250,000										\$250,000					
Grader (70)	1999	\$250,000		\$250,000	\$250,000									\$250,000				
Grader (120)	1998	\$250,000																
Grader (131)	2008	\$250,000																
Grader (150)	2001	\$250,000																
Water Cart (174)	1985	\$180,000	\$180,000															
Tractor (186)	1989	\$70,000																
Mower (401)	2002	\$30,000	\$30,000						\$70,000				\$180,000			\$250,000		
Mower (402)	2002	\$30,000	\$30,000					\$30,000					\$30,000					\$30,000
Mower (403)	2004	\$30,000	\$30,000		\$30,000			\$30,000		\$30,000			\$30,000					\$30,000
Mower (404)	2006	\$30,000																
Mower (404)	2004	\$40,000					\$30,000											
Footpath Sweeper (702)	2004	\$70,000						\$40,000								\$40,000		
Footpath Sweeper (703)	2004	\$70,000						\$70,000								\$70,000		
Mower (720)	1994	\$30,000	\$30,000					\$30,000		\$50,000			\$30,000					\$30,000
Tractor (720)	1999	\$50,000																

## SHIRE OF WALGETT - MINUTES

Plant Item (Number)	Year Purchased	Unit Cost of Replacement	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Ditch Witch (730)	1995	\$50,000	\$50,000															
Mower (732)	1999	\$80,000	\$80,000															
Mower (733)	2004	\$30,000	\$30,000												\$30,000			\$30,000
Tractor (734)	1999	\$50,000	\$50,000															
Mower (736)	1995	\$30,000	\$30,000															\$30,000
Mower (742)	1994	\$30,000	\$30,000															\$30,000
Loader (763)	2002	\$230,000	\$230,000															
Roller (761)	2002	\$150,000	\$150,000															\$150,000
Roller (762)	2002	\$150,000	\$150,000															\$150,000
Roller (764)	2002	\$140,000	\$140,000															\$140,000
Backhoe (791)	1996	\$140,000	\$140,000															
Backhoe (792)	2001	\$140,000	\$140,000															
Backhoe (794)	1996	\$140,000	\$140,000															
Roller (815)	1994	\$150,000	\$150,000															
Footpath Roller (820)	1994	\$30,000	\$30,000															
Bobcat (840)	1997	\$60,000	\$60,000															
Ford (845)	1996	\$60,000	\$60,000															
Ford (851)	1976	\$60,000	\$60,000															
Ford (852)	1992	\$60,000	\$60,000															
Traffic Signals (1003)	2006	\$30,000	\$30,000															
Traffic Signals (1004)	2006	\$30,000	\$30,000															
Traffic Signals (1005)	2007	\$30,000	\$30,000															
Fuel Trailer (1006)	2006	\$10,000	\$10,000															
Fuel Trailer (1010)	2006	\$10,000	\$10,000															
Fuel Trailer (1011)	2006	\$10,000	\$10,000															
Light Truck (0201)	1993	\$90,000	\$90,000															
Heavy Truck (0210)	1996	\$100,000	\$100,000															
Heavy Truck (0246)	1999	\$90,000	\$90,000															
Light Truck (0271)	1993	\$90,000	\$90,000															
Patching Truck (0286)	1992	\$300,000	\$300,000															
Light Truck (0297)	1991	\$90,000	\$90,000															
Patching Truck (0316)	1989	\$300,000	\$300,000															
Heavy Truck (0344)	1991	\$120,000	\$120,000															
Heavy Truck (0349)	2002	\$120,000	\$120,000															
Light Truck (0354)	1992	\$90,000	\$90,000															
Light Truck (0364)	1992	\$90,000	\$90,000															
Light Truck (0501)	1989	\$160,000	\$160,000															
Waste Truck (0503)	1989	\$290,000	\$290,000															
Waste Truck (0505)	2005	\$200,000	\$200,000															
Pumpers Truck (0512)	2004	\$60,000	\$60,000															
Light Truck (0548)	1995	\$90,000	\$90,000															
Light Truck (0548)	1998	\$90,000	\$90,000															
TOTAL			\$1,200,000	\$1,200,000	\$650,000	\$310,000	\$550,000	\$630,000	\$370,000	\$580,000	\$540,000	\$650,000	\$820,000	\$530,000	\$280,000	\$690,000	\$710,000	\$930,000

Carried.

## COMMITTEE MINUTES TO COUNCIL MEETING 19 FEBRUARY 2008

**Item No:** 43

**Subject:** Walgett Shire Council Consultative Committee Minutes – 7 November 2007

**Author:** Walgett Shire Council Consultative Committee

**File No:** 145/04/07/00

### 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, 7<sup>th</sup> November 2007 in the Walgett Council Chambers, commencing at 2.10pm.

#### 1. PRESENT

Ian Taylor	Chairperson (LGEA Representative)
Janet Babic	Deputy Chairperson (Management Representative)
Bronwyn Newton	Secretary
Roy White	Management Representative
John Radman	Committee Member
Len Smyth	Committee Member (DEPA Representative)

**Observer:** Terry Dray      United Services Union

#### 2. APOLOGIES

Stephen McLean	Management Representative
Andrew Bostock	Committee Member (United Services Union)

#### 3. MINUTES

The Minutes of the Consultative Committee Meeting held on Wednesday, 3<sup>rd</sup> October 2007 were confirmed, with the following amendment required:-

Spelling Error  
GIS Coordinator - Page 1 last sentence "Evulation changed to Evaluation"

#### 4. BUSINESS ARISING

##### GIS Coordinator

Mrs Bronwyn Newton, Coordinator Human Resources advised the committee that the GIS Coordinator Position was responsible for a budget and that this was taken into account when processed through the OO-Soft system evaluation document.

##### Customer Service Officer (Records)

Mrs Bronwyn Newton, Coordinator Human Resources advised the committee that the Customer Service Officer (Records) was responsible for a budget and that this was taken into account when processed through the OO-Soft system evaluation document.

##### Volunteer Policy

Mrs Bronwyn Newton, Coordinator Human Resources advised the committee that the Volunteer Policy had been forwarded to the General Manager for Council adoption at the

October 2007 Council Meeting, Unfortunately it was not presented to the October 2007 Council Meeting.

Manager Corporate Services has advised the Coordinator Human Resources that the Volunteer Policy would be forwarded to the November 2007 Council Meeting for adoption.

#### **4. GENERAL BUSINESS**

##### **Protected Disclosures Policy**

The Protected Disclosures Policy was submitted for endorsement by the committee.

The policy was drafted using the model policy supplied by the NSW Ombudsman. The Protected Disclosures Policy has also been reviewed by the Manager Corporate Services.

United Service Union Delegate, Mr Terry Dray enquired if Council was required by law to have a Protected Disclosure Policy. Mrs Bronwyn Newton, Coordinator Human Resources advised the committee this policy is to replace the existing Protected Disclosures Policy to ensure Council is covering legislative requirements.

The Committee was advised that a number of staff have recently undertaken Protected Disclosures training and that a number of other Councils also have a Protected Disclosures Policy.

Coordinator Human Resources, Mrs Bronwyn Newton advised that if the Protected Disclosures Policy is endorsed by Council she will be suggesting management seek an external consultant to carry out protected disclosures training to ensure all staff understand their rights and responsibilities.

Mrs Bronwyn Newton, Coordinator advised that the General Manager will need to delegate through Council who will be the Nominated Disclosure Officer and the Disclosure Coordinator and amend Point 6 "Reporting Under the Internal Reporting System". These delegations will need to take place before the Protected Disclosures Policy is adopted at Council.

The following changes have been suggested:-

The Protected Disclosures Policy be reformatted by the Executive Assistant to the General Manager to the standard policy format of Walgett Shire Council.

Spelling errors to be amended:-

Page 2 - Last Sentence "Sysytem changed to System"

Page 4 - 4.1 Corrupt Conduct First Sentence "Commission changed to Commission"

Page 11 – 9 Point 5 First Sentence "enquires changed to enquiries"

Delete:-

Page 4 unreasonable –Point 1 Second Sentence "cr"

Page 5 based wholly or partly on improper motives delete space between Points 4 & 5

Page 9 General Manager Point (b) delete "a"

Page 9 General Manager Point (c) delete "a"

Spell out

"WSC" – Walgett Shire Council

"ICAC" – Independent Commission against Corruption

**RECOMMENDATION:**

It was recommended that the Consultative Committee note the Protected Disclosures Policy with the proposed amendments and formatting changes:-

The Protected Disclosures Policy be reformatted by the Executive Assistant to the General Manager to the standard policy format of Walgett Shire Council

Spelling errors to be amended:-

Page 2 - Last Sentence "Sysytem changed to System"

Page 4 - 4.1 Corrupt Conduct First Sentence "Comrnission changed to Commission"

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Spell out

"WSC" – Walgett Shire Council

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**Rostered Day Off (RDO) Policy or Document**

United Service Union Delegate, Mr Terry Dray enquired if Council have a Policy or document on Rostered Days Off. Mr Dray advised that he has a meeting at Lightning Ridge scheduled for 7.00am, Thursday 8<sup>th</sup> November 2007 where he will be discussing with the Lightning Ridge crew spilt Rostered Days Off for the team.

Ms Bronwyn Newton, Coordinator Human Resources advised that she will check if Council have a policy or document on Rostered Days off (RDO) however due to the short notice did not expect that Mr Dray would be advised prior to his meeting scheduled at Lightning Ridge for 7.00am, Thursday 8<sup>th</sup> November 2007.

**There being no further business the meeting closed at 3.45pm**

**Next Meeting of the Consultative Committee Meeting will be held on  
5<sup>th</sup> December 2007 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:



Mrs Emma Darcy, Acting General Manager

**Recommendation:**

**That Council note and receive the Walgett Shire Council Consultative Committee meeting minutes held on 7 November 2007.**

**COMMITTEE MINUTES TO COUNCIL MEETING 19 FEBRUARY 2008**

**Item No:** 44

**Subject:** Walgett Shire Council Consultative Committee Minutes – 5<sup>th</sup> December 2007

**Author:** Walgett Shire Council Consultative Committee

**File No:** 145/04/07/00

**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, 5<sup>th</sup> December 2007 in the Walgett Council Chambers, commencing at 2.18pm.

**1. PRESENT**

Ian Taylor	Chairperson (LGEA Representative)
Janet Babic	Deputy Chairperson (Management Representative)
John Radman	Committee Member

**2. APOLOGIES**

Bronwyn Newton	Secretary
Roy White	Management Representative
Andrew Bostock	Committee Member (United Services Union)
Len Smyth	Committee Member (DEPA Representative)

**3. MINUTES**

The Minutes of the Consultative Committee Meeting held on Wednesday, 7<sup>th</sup> November 2007 were confirmed, with no amendments.

**4. GENERAL BUSINESS**

**Flextime Agreements**

Resolved Noted

**Assets Officer – Position Description**

Resolved Endorsed

**Organisational Structure**

Resolved Endorsed with amendments as follows -

The diagram should show the positions reporting to the Projects Engineers as per the amended structure diagram; and

The diagram should show who the following positions report to -

Skilled Worker (Cleaner)

Semi Skilled Worker (Cleaner) (Part Time)

Supervisor - Specialist Bitumen Repair

**Payment for Relief duties Policy**

Resolved Management should review this policy with a view to its discontinuation;

Review the staff structure to develop 'back-up' resources for critical work tasks; and

Develop career progression opportunities for staff.

The current policy's fixed rate is viewed as inequitable, it is believed that its objectives are better met by the appropriate use of overtime and higher duties provisions in current employment agreements, and it implies that additional duties can be added to a position

## SHIRE OF WALGETT – AGENDA

without a detrimental impact upon the employee's performance of their substantive/original position and/or the employee's health and wellbeing.

### **Secretarial Support**

Resolved In accordance with the committee's constitution, the General Manager is requested to make available secretarial support for meetings re-commencing with February 2008.

**There being no further business the meeting closed at 3.15pm**

**Next Meeting of the Consultative Committee Meeting will be held on  
6<sup>th</sup> February 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: \_\_\_\_\_ Mrs Emma Darcy, Acting General Manager

### **Recommendation:**

**That Council note and receive the Walgett Shire Council Consultative Committee meeting minutes held on 5 December 2007.**

**PRECINCT REPORTS TO COUNCIL MEETING 19 FEBRUARY 2008**

**Item No:** 45

**Subject:** Collarenebri Precinct Committee Meeting minutes – 7 November 2007

**Author:** Collarenebri Precinct Committee

**File No:**

**MEETING OF THE COLLARENEBRI PRECINCT COMMITTEE**  
4—12—007 Meeting started 7.15pm

**PRESENT:** Dick Hartog  
Dot Winters  
Laura Simpson  
Brian Cable  
Marlyn Cutler  
Alan Nelson Manager Engineering

**APOLOGIES:** Robert Greenaway, Maragaret Delandelles, Judy Wilson.

**PREVIOUS MINUTES** Read and moved Dot sec.Dick

**BUSINESS ARISING**

The RTA declined interest in doing anything with the Mercondool road turnoff. Pot holes are already appearing in the Cryon turnoff. The lane off Wilson Street is in very bad repair.

**CORRESPONDANCE INN**

Allan Nelson re: Roadwork's.

**GENERAL BUSINESS**

Allan Nelson will look into the problem of storm water flooding the CWA rooms situated in Wilson st. The derelict shed on the corner of Herbert and Church st. near the back lane is in a very dangerous state. Could something be done?

RTA are funding the reconstruction of the highway from the corner of Wilson and Herbert st. to Barwon st. Highway traffic to be diverted to Barwon st. to the highway. Marlene Cutler has requested something be done to the footpath in front of her shop in Wilson st. It is in a very dangerous condition. Margaret Delandelles has that the dead trees be replaced with a more suitable species.

Meeting closed 8-10pm Next meeting to be held on Tuesday 5<sup>th</sup> February 2008

**Recommendation:**

**That Council note and receive the Collarenebri Precinct Committee meeting minutes held on 4 December 2007.**



<b>REPRESENTATIVE 19 FEBRUARY 2008</b>	<b>REPOTS</b>	<b>TO</b>	<b>COUNCIL</b>	<b>MEETING</b>
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**Item No:**

**Subject:**

**Author:**

**File No:**

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No reports submitted