



# WALGETT SHIRE COUNCIL

## AGENDA

20 FEBRUARY 2007

*Stephen McLean*  
*General Manager*



14 February 2007

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 Shire Council Chambers on **Tuesday, 20 February 2007, commencing at 10.00am.**

## **AGENDA**

### **PRESENTATION OF AUSTRALIA DAY AWARDS**

A presentation will be made to those successful recipients who were absent from the Australia Day Celebrations on Friday, 26 January 2007.

A Morning Tea will follow.

### **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 19 DECEMBER 2007**

#### **1. ADMINISTRATOR'S REPORT**

No Reports Submitted

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<b>CONFIRMATION OF MINUTES – 19 DECEMBER 2006</b>
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The Draft Minutes of the Council Meeting held on 19 December 2006 were distributed to Council's Administrator.

<b>ADMINISTRATOR'S REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</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 20 FEBRUARY 2007</b>
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**Item No:** 1

**Subject:** Isolated Children's Parent Association Walgett Branch

**Author:** Stephen McLean – General Manager

**File No:** 006/05/03/44

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**Summary:**

This report recommends that the bond for the use of Walgett Showground payable by the Isolated Children's Parents Association Walgett Branch be waived in this instance.

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

Council introduced a bond for the use of Council showgrounds in the 2005-2006 Management Plan an endeavour to recover costs for damage to Council facilities by event holders.

Council received a letter from the Isolated Children's Parents Association Walgett Branch dated the 10 February 2007 requesting that of their bond payment for the State Conference to be held on the 13 and 14 March 2007 be waived. This has been requested as the conference is being run on a very tight budget and there has been no allowance made for the bond amount to be put forward and held by Council.

**Relevant Reference Documents:**

- Letter from Isolated Children's Parents Association Walgett Branch

**Stakeholders:**

- Walgett Shire Council
- Walgett Showground and Racecourse Reserve Trust
- Isolated Children's Parents Association Walgett Branch

**Financial Implications:**

Walgett Shire Council does not have a bond to cover the cost of damage to the Walgett Showground and Racecourse facilities that may occur.

**Recommendation:**

**That in this instance, the bond fee of \$1000.00 be waived for use of the Walgett Showground and Racecourse Reserve by the Isolated Children's Parents Association Walgett Branch for the State Conference being held on 13 and 14 March 2007.**

<b>GENERAL MANAGER'S REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 2

**Subject:** Sheepyard Pub

**Author:** Stephen McLean – General Manager

**File No:** 105/03/00/00 (Ass 3440)

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**Summary:**

Some time ago the proprietors of the Sheepyard Pub at the Sheepyard opal fields applied for a Building Certificate. Although a certificate was issued for some structures, action on a recommendation to proceed with a demolition order for one building was deferred. This report provides a summary of actions intended to be taken by the General Manager in the near future.

**Background:**

At a meeting held on 21 November 2006 Walgett Shire Council resolved:

*“... to note the General Manager's intent to proceed to address unauthorised development and construction activities associated with the Sheepyard Pub by:*

- 1. Mailing a 'notice of intention' to issue Order No 1 under section 121B of the Environmental Planning and Assessment Act 1979 to immediately cease the use of the building for accommodation by unrelated persons. The notice will be issued to Sue Tomlinsson and Ted King, as the “occupiers” of the accommodation building constructed on Mineral Claim 17379 without development consent.*
- 2. Mailing a 'notice of intention' to issue Order No 2 under section 121B of the Environmental Planning & Assessment Act 1979 giving 30 days to demolish the accommodation building. The notice will be issued to Mark Dwyer, as owner of the accommodation building located on Mineral Claim 17379.*
- 3. Mailing a 'notice of intention' that Council is proposing to issue Order No 1 under section 121B of the Environmental Planning & Assessment Act 1979 requiring the cessation of all activities associated with gas cylinder storage and exchange on the Sheepyard Pub site. The notice will be issued to Blazed Tree Pty Ltd, as the owner of the Sheepyard Pub premises located on Mineral Claim 16688.*
- 4. The General Manager considering any written responses received from the parties involved, or their agents, in accordance with Section 121L and 121J of the Environmental Planning and Assessment Act 1979. Such consideration will occur prior to making a decision on the whether to issue any orders, and if orders are to be issued, the terms of the orders.”*

## SHIRE OF WALGETT – AGENDA

The notices of intention were issued on 27 November 2006. Amongst other things, the operators of the Sheepyard Pub responded through a solicitor seeking further discussions on the matter. Those discussions were held on 12 February 2007. As a result the following letter was sent to the solicitor.



### Shire of Walgett

ABN 88 769 076 385

Reference: MG: SM: 105/03/00/00; Ass 3440

Your Reference:

Contact: Matthew Goodwin

12 February 2007

Stuart Percy  
Stuart Percy & Associates  
P.O. Box 37  
ARMIDALE NSW 2350

Dear Sir,

**RE: SHEEPYARD PUB/KING & TOMLINSON**

Thankyou for arranging a meeting today to discuss issues associated with the 'notices of intention' issued by Council under the Environmental Planning and Assessment Act 1979 on 27 November 2006 to the operators and associates of the Sheepyard Inn. Those notices proposed that Council would issue orders requiring action to address activities commenced without development consent in association with the Sheepyard Inn/Pub.

I have been advised that you, Graeme Gardiner (building/planning adviser for King and Tomlinson), Ted King, Sue Tomlinson, Len Smyth (Council's Health and Building Surveyor) and Matthew Goodwin (Council's Manager Planning and Regulation) participated in the meeting.

Council will defer further action regarding the proposed orders pending receipt of a written submission as to why the orders should not be issued. I understand that it has been argued that there are deficiencies in Council's knowledge of the situation, and there is evidence to support such assertions. Council will review such evidence if it is lodged with your submission. Obviously it is preferable that any evidence should be of a substantial and tangible nature.

Council will defer making a decision on the proposed orders until you have lodged a submission in the above context, or until 12 April 2007 (two months from today).

Please contact Matthew Goodwin, if you require any additional information.

Stephen McLean  
General Manager.

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All communication to be addressed to the: General Manager PO Box 31, Walgett NSW 2832  
Telephone: (02) 6828 1399 Facsimile: (02) 6828 1608 Email: admin@walgett.nsw.gov.au



**Relevant Reference Documents:**

- Assessment file 3440.
- Business papers and minutes for 14 July 2003 Council meeting.
- Business papers and minutes for 10 November 2003 Council meeting.
- Business papers and minutes for 16 June 2005 Council meeting.
- Business papers and minutes for 15 December 2005 Council meeting.
- Business papers and minutes for 16 February 2006 Council meeting.
- Business papers and minutes for 21 November 2006 Council meeting.
- Interim Development Order No. 1 – Shire of Walgett 1968.
- Camps in the Opal Fields of Lightning Ridge (“Camps Guidelines”), reprinted November 1998.
- The Environmental Planning and Assessment Act 1979, especially Part 6, Division 2A.

**Stakeholders:**

- Walgett Shire Council, community and proprietors of the Sheepyard Pub.

**Financial Implications:**

None known

**Recommendation**

**That Walgett Shire Council resolve to note regarding the Sheepyard Pub:**

1. **On 27 November 2006 the General Manager issued a number of ‘notices of intention’ to issue orders under the Environmental Planning and Assessment Act 1979, as detailed in the minutes of the 21 November 2006 Council meeting.**
2. **As detailed in the General Manager’s letter to Stuart Percy and Associates dated 12 February 2007, there are ongoing discussions between Council staff and representatives of the business regarding the proposed orders.**

<b>GENERAL MANAGER'S REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 3

**Subject:** Request for the Establishment of a Heritage Committee

**Author:** Stephen McLean – General Manager

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

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**Summary:**

A letter has been received from the Lightning Ridge Historical Society requesting that the Council re-establish a heritage committee. This report recommends that the request not be supported, as there are adequate arrangements in place to ensure public consultation on such matters.

**Background:**

The Lightning Ridge Historical Society has written to Walgett Shire Council requesting that Council re-establish a heritage committee. Prior to the dismissal of the Council and appointment of an Administrator on 30 June 2004, that committee provided advice to Council on heritage related matters.

The Committee consisted of Council's Heritage Adviser (Graham Hall), Councillors nominated by the Council and community members, most of whom were also associated with a local historical society.

Under administration the Council has effectively replaced a number of specialist advisory committees, such as the heritage committee, with precinct committees. To some extent, the precinct committees have provided an opportunity for broader consultation between Council and the community.

The Heritage Adviser continues to provide advice to Council staff and the community on heritage matters. This includes any applications for assistance from the local heritage fund.

**Relevant Reference Documents:**

- Council file 235/06/26/00.

**Stakeholders:**

- Walgett Shire Council, public.

**Financial Implications:**

Nil

**Recommendations:**

**That Walgett Shire Council resolve to write to the Lightning Ridge Historical Society and indicate that:**

- 1. It will not be re-establishing a Heritage Committee to provide heritage advice to the Council.**
- 2. The society and the public are free to make submissions on heritage matters through Council's Heritage Adviser, Graham Hall, or through a precinct committee.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 4

**Subject:** Monthly Management Report to 31 December 2006

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

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

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**Summary:**

This report presents to Council the quarterly financial review for the period ending 31 December 2006.

**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 meeting held on 22 June 2006, Council adopted the 2006 – 2007 Management Plan, which incorporated the annual budget for Council for 2006/2007.

***General Budgetary Position***

This review analyses the financial performance of the Council for the second quarter ending 31 December 2006, comparing actual expenditure and revenue against the budget. Council's budgetary position for the quarter ended 31st December 2006 is financially sound. The reviewed Budgeted surplus was \$147,916 and at the end of December the surplus based on actuals was \$2,342,707.

## SHIRE OF WALGETT – AGENDA

	Original Budget	Revised Budget		Actual Expenditure	% of Budget
<b><u>Corporate Services</u></b>					
<b>Income</b>					
River Towns	131,000	131,000	-	23,655	-18%
Corporate Services	26,000	26,000		14,465	56%
Human Resources	-	-		3,768	
Tourism	20,000	20,000		15,057	75%
Agencies	41,500	41,500		29,627	71%
Finance	18,000	18,000		283,753	1576%
Rates General	3,868,381	3,868,381		3,857,117	100%
Untied Grants	2,274,000	2,308,763		1,138,368	49%
Capital utilisation	457,000	457,000		285,313	62%
Revenue	9,500	9,500		31,175	328%
Indirect Labour Costs	-	-		27,346	
Total Income	6,845,381	6,880,144		5,662,334	
<b>Expenditure</b>					
Members & Civic	346,000	256,500		120,731	47%
Executive	367,329	367,329		132,643	36%
River Towns	131,000	131,000		6,911	5%
Corporate Services	437,300	437,300		305,393	70%
Human Resources	303,565	303,565		199,591	66%
Tourism	306,098	306,098		180,931	59%
Executive Services	266,500	266,500		139,809	52%
Agencies	163,000	163,000		87,250	54%
Risk Management	353,122	353,122		325,175	92%
Finance	280,503	280,503		86,149	31%
Bank Charges	8,000	8,000		3,447	43%
Capital Utilisation	17,480	17,480		9,208	53%
Information technology	273,143	273,143		157,369	58%
Creditors	50,000	50,000		23,010	46%
Revenue	256,361	256,361		220,200	86%
Payroll	59,578	59,578		27,165	46%
Indirect Labour Costs	-	-	-	326,686.00	
Total Expenditure	3,618,979	3,529,479		1,698,296	
Operating Result	3,226,402	3,350,665		3,964,038	

## SHIRE OF WALGETT – AGENDA

### Community Services

#### Income

Community Services	45,500	45,500	-	0%
Youth Services	39,500	39,500	3,856	10%
Vacation Care	18,600	18,600	165	1%
Family Day Care	106,000	106,000	27,875	26%
Library Services	42,500	42,500	1,349	3%
Total Income	252,100	252,100	33,245	

#### Expenditure

Community Services	117,637	152,637	93,727	61%
Youth Services	173,228	173,228	61,605	36%
Vacation Care	27,960	27,960	20,463	73%
Family Day Care	106,000	106,000	49,128	46%
Library Services	194,617	194,617	182,407	94%
Total Expenditure	619,442	654,442	407,330	
Operating Result	- 367,342	- 402,342	- 374,085	

### Planning & Regulation

#### Income

Planning/Building	56,700	56,700	30,666	54%
Environmental Health	850	850	2,080	245%
Animal Control/Regulatory	3,300	3,300	1,740	53%
Rural Addressing	118,000	-	-	
Total Income	178,850	60,850	34,486	

#### Expenditure

Pesticide Pit Remediation	10,000	10,000	-	0%
Environmental Health	5,500	5,500	2,999	55%
Noxious Plants	122,810	122,810	72,931	59%
Animal Control/Regulatory	109,300	109,300	53,354	49%
Manager Planning & Regulation	616,500	513,000	238,537	46%
Total Expenditure	864,110	760,610	367,821	
Operating Result	- 685,260	- 699,760	- 333,335	

## SHIRE OF WALGETT – AGENDA

### Emergency Services

#### **Income**

Fire Services	46,000	46,000	76,199	166%
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#### **Expenditure**

Fire Services	148,005	148,005	78,188	53%
SES	65,400	65,400	13,555	21%
Total Expenditure	213,405	213,405	91,743	
Operating Result	- 167,405	- 167,405	- 15,544	

### Engineering Administration

#### **Income**

Manager Engineering	68,000	68,000	71,850	106%
Public Halls	14,084	14,084	7,360	52%
Plant Operations	1,913,000	1,913,000	1,083,100	57%
Council Properties	327,000	327,000	48,911	15%
Council Reserves	27,050	27,050	16,714	62%
Total Income	2,349,134	2,349,134	1,227,935	

#### **Expenditure**

Manager Engineering	466,667	466,667	276,006	59%
Private Works	26,000	26,000	30,652	118%
Plant Running Expenses	859,000	859,000	517,808	60%
Properties Maintenance	745,000	745,000	405,028	54%
Motor Vehicles/Plant/Equipment	541,000	541,000	270,499	50%
Total Expenditure	2,637,667	2,637,667	1,499,993	
Operating Result	- 288,533	- 288,533	- 272,058	

### Roads & Bridges

#### **Revenue**

Roads & Bridges	5,895,813	5,914,259	3,101,540	52%
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#### **Expenditure**

Urban Roads	500,000	500,000	345,623	69%
Rural Roads	1,818,813	1,818,813	1,160,521	64%
Regional Roads	1,524,000	1,524,000	674,006	44%
Gravel Pit Restoration	-	-	47,577	
State Highways	1,500,000	1,500,000	1,738,034	116%
Total Expenditure	5,342,813	5,342,813	3,965,761	
Operating Result	553,000	571,446	- 864,221	

## SHIRE OF WALGETT – AGENDA

### Recreation & Community Assets

#### Revenue

Natural Disaster Mitigation program	100,000	100,000	-	0%
Aerodromes	18,000	18,000	155,859	866%
Cemeteries	22,000	22,000	17,985	82%
Total Income	140,000	140,000	173,844	

#### Expenditure

Recreation & Community Assets	1,952,000	1,952,000	1,014,435	52%
Depots Operations	247,404	247,404	128,917	52%
Capital Projects	-	-	-	
Total Expenditure	2,199,404	2,199,404	1,143,352	

Operating Result	-	2,059,404	-	2,059,404	-	969,508
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### Domestic Waste Management

#### Revenue

DWM	751,687	751,687	717,313	95%
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#### Expenditure

DWM	693,950	693,950	313,770	45%
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Operating Result	57,737	57,737	403,543
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### Water Supplies

#### Revenue

Walgett Water	503,962	503,962	575,866	114%
Lightning Ridge Water	441,920	441,920	434,972	98%
Collarenebri Water	156,100	156,100	157,672	101%
Rowena Water	3,840	3,840	-	0%
Carinda Water	13,706	13,706	-	0%
Total Income	1,119,528	1,119,528	1,168,510	

#### Expenditure

Walgett Water	597,553	563,053	307,902	55%
Walgett Water Capital Projects	25,000	25,000	-	0%
Lightning Ridge Water	335,190	335,190	166,302	50%
Lightning Ridge Water Capital Projects	3,000	3,000	-	0%
Collarenebri Water	246,031	246,031	108,752	44%
Collarenebri Water Capital Projects	500	500	-	0%
Rowena Water	-	17,050	8,151	48%
Carinda Water	-	23,950	9,029	38%
Cumborah Water	-	27,800	164	1%
Village Water	33,800	-	-	
Village Water Capital Projects	500	-	-	
Total Expenditure	1,241,574	1,241,574	600,300	

Operating Result	-	122,046	-	122,046	-	568,210
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## SHIRE OF WALGETT – AGENDA

### Sewerage Supplies

#### **Revenue**

Walgett Sewer	257,639	257,639	261,897	102%
Lightning Ridge Sewer	246,039	246,039	227,665	93%
Collarenebri Sewer	72,772	72,772	73,421	101%
Total Income	<u>576,450</u>	<u>576,450</u>	<u>562,983</u>	

#### **Expenditure**

Walgett Sewer	383,555	384,055	186,658	49%
Walgett Sewer Capital Projects	500	-	-	
Lightning Ridge Sewer	220,337	222,337	121,063	54%
Lightning Ridge Sewer Capital Projects	2,000	-	-	
Collarenebri Sewer	62,000	62,500	19,595	31%
Collarenebri Sewer Capital Projects	500	-	-	
Total Expenditure	<u>668,892</u>	<u>668,892</u>	<u>327,316</u>	
Operating Result	- 92,442	- 92,442	<u>235,667</u>	

### Net Result

Total Income	18,154,943	18,090,152	12,758,389
Total Expenditure	18,100,236	17,942,236	10,415,682
Net Result	<u>\$ 54,707</u>	<u>\$ 147,916</u>	<u>\$ 2,342,707</u>

Variances are summarised as follows:

### **River Towns**

- The River Towns Project is operational. It is now coordinated through Murdi Paaki. All costs associated with the River Towns project will be reimbursed to Council. An amount of \$23,655 has been forwarded to Attorney General's Department of NSW being unspent funds for project when co-ordinated by this Department.

### **Members and Civic**

- No variance to report.

### **Executive**

- No variance to report.

***Corporate Services***

- A further \$32,000 has been spent on Legal representation relating to the dismissal of a former Manager. This is now finalised. However, an additional \$25,000 is required to be committed to Legal Services for on going legal expenditure relating to operational issues.
- The full contribution of \$100,000 has been committed to Lightning Ridge Opal and Fossil Museum.
- An additional \$25,330 has paid to Lightning Ridge Opal and Fossil Museum being granted funding auspiced by Walgett Shire Council.

***Human Resources***

- An Occupational Health and Safety Incentive payment of \$3,768 from State Cover was received.
- Staff Training is 71% expended. There is \$35,500 in internally restricted reserves to cover this additional training. There has been an increase in staff turnover which in turn has seen Council committed to additional staff training for staff with minimal local government experience. The outdoor staff has undergone additional legislative training.

***Tourism***

- An Economic Development Officer has been placed on the staff structure. The costs for this position are included in the Management Plan 2006-2007. Additional funding will be sought for this position. This position has not been filled at the date of writing this report.

***Executive Services***

- No variance to report.

***Agencies***

- No variance to report.

***Risk Management***

- All insurance policies have been finalised. The only anticipated costs will be those associated with claims.

***Finance***

- Finance Section Salaries and Wages are significantly lower due to the absence of an Accountant. Council has at times required a Consultant to assist with audit preparation. \$23,000 is required to be transferred from General Staff – Salaries and wages to Contract Consultancy fees- Financial Statements.
- Council received an adjustment premium of \$170,275.34 from State Cover for the Workers Compensation Premium for year ending 30<sup>th</sup> June 2006. This refund will be accounted for in 2007. A further adjustment was received for \$33,659.
- Workers Compensation refunds have been received in relation to premiums paid last financial year. Some Insurance refund monies and grants relating to best practice risk management have been received. The property insurance refunds received are \$22,000.00.

***Rates General***

- The full amount of general rates has been raised and levied for 2006/2007.

***Untied Grants***

- Fifty (50) % of the general Component of the FAG Grant has been received.
- The Pensioner Subsidy was lodged with DLG in November 2006 and the monies received in January 2007.

***Capital Utilisation***

- Council continues to experience high Cash Investments of \$10,900,000 at the time of writing this report. This is reflected in Councils increase in Interest Received on Investments. It was originally budgeted for \$400,000 but continual trend would see an increase to approximately \$470,000.

***Information Technology***

- Civica Managed Server has additional expenditure due an increase in monthly fees for an additional 7 Users. The expected costs relating to Civica Managed Service is expected to increase from \$156,000 to \$210,000.

***Revenue***

- Council has undergone extensive debt recovery procedures to assist in the reduction of Council's outstanding rates. Approximately 35% of Rates arrears have now been collected with \$989,000 outstanding at the time of writing this report.
- A Rates Consultant has been contracted to assist with Debt recovery, Staff Training, Rates review and support with Council's Authority system. It was previously budgeted for \$50,000 but additional training and support has been required. An additional \$35,000 is needed to be allocated to Contract Consultancy fees to increase to \$85,000.
- The additional rate collection/recovery cost incurred has been offset against the Legal Income – Revenue Section.
- Overall, the increase in costs incurred through revenue has been attributable to intensive debt recovery.

***Community Services***

- Family Day Care is still experiencing difficulties in attracting new Carers and this is reflected in the reduction of expenditure towards Payment to Carers and therefore grant funding.
- The contribution to Moree Regional Library of \$150,628 has been paid.
- Grants relating to Community development Funds (\$35,000), Vacation Care (\$16,700), Youth Development Officer (\$38,000) have not yet been received.
- The Library Subsidy Application has been lodged but the funding has not yet been received

***Planning and Regulations***

- A demolition order has been issued under the Environmental Planning and Assessment Act 1979 for a house located in Carinda. The costs associated with Council undertaking the work required by this order are approximately \$14,000. This matter is dealt with in a separate report.

***Public Order and Safety***

- Two reimbursement payments from Rural Fire Service totalling \$76,199 were received in December 2006.

***Manager Engineering***

- Additional revenue is expected through Private Works Income to offset expenditure Manager Engineering for work in progress and not yet invoiced.

***Public Halls***

- Nil variance to Report

***Plant Operations***

- Nil variance to Report

***Council Properties***

- Nil variance to Report

***Council Reserves***

- Nil variance to Report

***Plant Running Expenses***

- An additional worker currently on Workers Compensation has been placed in the Workshop as part of his return to work rehabilitation. His direct wages have been charged against this area. The workers compensation premium adjustment will offset the additional wages and on costs of approximately \$60,000.
- Major Repairs were incurred on Caterpillar Roller to the value of \$36,815.

***Properties Maintenance***

- Due to vandalism on Library Building additional expenditure has been incurred to replace and repair broken windows and doors. An additional \$10,000 is required to be allocated here to offset the additional expenditure and labour costs.
- Additional expenditure has been incurred on the Walgett showground due to the closure of the kitchen. Additional wiring and maintenance has been incurred to enable operation of the mobile kitchen. There was also asbestos removal within the portable kitchen. Urgent repairs are presently required at the Gordon Pavilion (see Engineering Report). This much needed maintenance will cost \$4,283.30 and to enable Council to continue with continual upgrade an additional \$10,000 will need to be allocated to this area.
- The full amount of rates instalments have been applied to Council properties.

***Roads and Bridges***

- Only one instalment (25%) of RTA Funding for regional Roads Block Grants has been received.
- Roads to recovery funds for 2006/2007 have not been received. However, the additional Roads to recovery money for 2006 have been brought to account.

## **SHIRE OF WALGETT – AGENDA**

- Maintenance works on Unsealed Shire Roads has been carried forward to 2007. The additional expense for 2006/2007 is offset by internally restricted funds carried forward.
- Additional works on state highways have been funded by RTA through SIMC. RTA has committed funding for the next three years in addition to what would be considered normal funding.
- Gravel Pit Restoration is an ongoing commitment. No initial budget amount has been allocated for this expenditure. It is expected that a total of \$50,000 will be expended up to 30 June 2007. These costs are covered through internally restricted cash reserves.

### ***Recreation & Community Assets***

- The Grant for Airport Security of \$141,162 was received.
- Additional expenditure was incurred for the mastic replacement at Walgett Swimming Pool and Resurfacing at Collarenebri. There was also a \$15,000 increase for the lease on Walgett Pool. An additional \$75,000 will be required to increase total budget to \$680,000.

### ***Depots Operations***

- Nil variance to Report

### ***Domestic Waste Management***

- The full amount of Domestic Waste charges has been raised.

### ***Water Services***

- The full amount of rates revenue has been raised this period.
- Final progress payment of \$53,000 for funding for Rowena water supply has been received.

### ***Sewer Services***

- The full amount of rates revenue has been raised this period.

### **Relevant Reference Documents:**

- Monthly Management Report for the period ending 31 December 2006.
- Walgett Shire Council Management Plan 2006-07

### **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 follows:

1. Increase Expenditure – Manager Corporate Services – Legal Expenses by \$25,000 to \$40,000.
2. Increase Expenditure – Finance – Contract Consultancy Fees by \$23,000 to \$37,000.
3. Reduce Expenditure – Finance – Salaries & Wages by \$60,000 to \$161,503.
4. Increase Income – Capital Utilisation - Interest on Investments by \$70,000 to \$470,000.
5. Increase Expenditure – Information Technology – Civica Managed Server by \$54,000 to \$210,000.
6. Increase Expenditure – Revenue – Contract Consultancy Fees by \$35,000 to \$85,000.
7. Increase Expenditure – Plant Running Expenses – Plant Repairs-Repairs by \$60,000 to \$185,000.
8. Increase Revenue – Finance – Workers Compensation Refunds – by \$204,000 to \$204,000.
9. Increase Expenditure – Asset Maintenance – Libraries by \$10,000 to \$20,000.
10. Increase Expenditure – Asset Maintenance – Recreational Buildings by \$10,000 to \$50,000.
11. Increase Expenditure Roads and Bridges – Gravel Pit Restoration by \$50,000 to \$50,000.
12. Increase Expenditure – Recreation & Community Assets – Swimming Pools & Bore Baths Maintenance by \$75,000 to \$680,000.
13. Increase Revenue – Finance Section – Property Insurance Refunds by \$22,000 to \$22,000.
14. Increase Expenditure – Planning and Regulation – Estate of Scoullar house demolition order by \$14,000 to \$14,000.

There will be no movement in the Budgeted surplus of \$147,916.

**Recommendations:**

**That Council note the Management Report for the period ending 31 December 2006 and adopt changes as follows:-**

- 1. Increase Expenditure – Manager Corporate Services – Legal Expenses by \$25,000 to \$40,000.**
- 2. Increase Expenditure – Finance – Contract Consultancy Fees by \$23,000 to \$37,000.**
- 3. Reduce Expenditure – Finance – Salaries and Wages by \$60,000 to \$161,503.**
- 4. Increase Income – Capital Utilisation - Interest on Investments by \$70,000 to \$470,000.**
- 5. Increase Expenditure – Information Technology – Civica Managed Server by \$54,000 to \$210,000.**
- 6. Increase Expenditure – Revenue – Contract Consultancy Fees by \$35,000 to \$85,000.**
- 7. Increase Expenditure – Plant Running Expenses – Plant Repairs-Repairs by \$60,000 to \$185,000.**
- 8. Increase Revenue – Finance – Workers Compensation Refunds – by \$204,000 to \$204,000.**
- 9. Increase Expenditure – Asset Maintenance – Libraries by \$10,000 to \$20,000.**
- 10. Increase Expenditure – Asset Maintenance – Recreational Buildings by \$10,000 to \$50,000.**
- 11. Increase Expenditure Roads and Bridges – Gravel Pit Restoration by \$50,000 to \$50,000.**
- 12. Increase Expenditure – Recreation & Community Assets – Swimming Pools & Bore Baths Maintenance by \$75,000 to \$680,000.**
- 13. Increase Revenue – Finance Section – Property Insurance Refunds by \$22,000 to \$22,000.**
- 14. Increase Expenditure – Planning and Regulation – Estate of Scoullar house demolition order by \$14,000 to \$14,000.**



<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
----------------------------------------------------------------------------------

**Item No:** 5

**Subject:** Monthly Management Report to 31 January 2007

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

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

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**Summary:**

This report is prepared to report on the operational performance against adopted estimates for the period ending 31 January 2007.

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

The report analyses the financial performance of Council for the period ending 31 January 2007 comparing actual expenditure and revenue against the budget. The Council's position at this time is within budgetary expectations with a surplus of \$1,628,954 compared to a budgeted \$147,916.

**General Budgetary Position**

This review analyses the financial performance of the Council for the period ending 31 January 2007, comparing actual expenditure and revenue against the budget. Council's budgetary position for the period ending 31 January 2007 is financially sound. The Budgeted surplus was \$147,916 and at the end of January the surplus based on actual's was \$1,628,954.

The results for the period are summarised as follows:

## SHIRE OF WALGETT – AGENDA

	Original Budget	Revised Budget	Actual Expenditure	% of Budget	
<b><u>Corporate Services</u></b>					
<b>Income</b>					
River Towns	131,000	131,000	-	14,649	-11%
Corporate Services	26,000	26,000		1,465	6%
Human Resources	-	-		3,768	
Tourism	20,000	20,000		16,302	82%
Agencies	41,500	41,500		33,573	81%
Finance	18,000	18,000		283,753	1576%
Rates General	3,868,381	3,868,381		3,861,955	100%
Untied Grants	2,274,000	2,308,763		1,138,368	49%
Capital utilisation	457,000	457,000		332,332	73%
Revenue	9,500	9,500		36,484	384%
Indirect Labour Costs	-	-		28,173	
Total Income	6,845,381	6,880,144		5,721,524	
<b>Expenditure</b>					
Members & Civic	346,000	256,500		136,738	53%
Executive	367,329	367,329		156,749	43%
River Towns	131,000	131,000		-	0%
Corporate Services	437,300	437,300		321,770	74%
Human Resources	303,565	303,565		219,195	72%
Tourism	306,098	306,098		202,676	66%
Executive Services	266,500	266,500		156,048	59%
Agencies	163,000	163,000		99,123	61%
Risk Management	353,122	353,122		325,175	92%
Finance	280,503	280,503		111,450	40%
Bank Charges	8,000	8,000		3,756	47%
Capital Utilisation	17,480	17,480		9,995	57%
Information technology	273,143	273,143		208,521	76%
Creditors	50,000	50,000		26,727	53%
Revenue	256,361	256,361		243,899	95%
Payroll	59,578	59,578		31,494	53%
Indirect Labour Costs	-	-		249,839.00	
Total Expenditure	3,618,979	3,529,479		2,003,477	
Operating Result	3,226,402	3,350,665		3,718,047	

## SHIRE OF WALGETT – AGENDA

### Community Services

#### **Income**

Community Services	45,500	45,500	-	0%
Youth Services	39,500	39,500	3,856	10%
Vacation Care	18,600	18,600	215	1%
Family Day Care	106,000	106,000	40,986	39%
Library Services	42,500	42,500	1,349	3%
Total Income	252,100	252,100	46,406	

#### **Expenditure**

Community Services	117,637	152,637	101,033	66%
Youth Services	173,228	173,228	71,303	41%
Vacation Care	27,960	27,960	23,505	84%
Family Day Care	106,000	106,000	58,941	56%
Library Services	194,617	194,617	186,955	96%
Total Expenditure	619,442	654,442	441,737	
Operating Result	- 367,342	- 402,342	- 395,331	

### Planning & Regulation

#### **Income**

Planning/Building	56,700	56,700	35,270	62%
Environmental Health	850	850	2,080	245%
Animal Control/Regulatory	3,300	3,300	1,740	53%
Rural Addressing	118,000	-	-	
Total Income	178,850	60,850	39,090	

#### **Expenditure**

Pesticide Pit Remediation	10,000	10,000	-	0%
Environmental Health	5,500	5,500	3,299	60%
Noxious Plants	122,810	122,810	72,931	59%
Animal Control/Regulatory	109,300	109,300	59,342	54%
Manager Planning & Regulation	616,500	513,000	266,979	52%
Total Expenditure	864,110	760,610	402,551	
Operating Result	- 685,260	- 699,760	- 363,461	

## SHIRE OF WALGETT – AGENDA

### Emergency Services

#### **Income**

Fire Services	46,000	46,000	76,199	166%
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#### **Expenditure**

Fire Services	148,005	148,005	112,762	76%
SES	65,400	65,400	14,272	22%
Total Expenditure	213,405	213,405	127,034	
Operating Result	- 167,405	- 167,405	- 50,835	

### Engineering Administration

#### **Income**

Manager Engineering	68,000	68,000	73,669	108%
Public Halls	14,084	14,084	7,360	52%
Plant Operations	1,913,000	1,913,000	1,157,369	61%
Council Properties	327,000	327,000	51,734	16%
Council Reserves	27,050	27,050	18,010	67%
Total Income	2,349,134	2,349,134	1,308,142	

#### **Expenditure**

Manager Engineering	466,667	466,667	325,336	70%
Private Works	26,000	26,000	30,826	119%
Plant Running Expenses	859,000	859,000	619,261	72%
Properties Maintenance	745,000	745,000	426,076	57%
Motor Vehicles/Plant/Equipment	541,000	541,000	270,500	50%
Total Expenditure	2,637,667	2,637,667	1,671,999	
Operating Result	- 288,533	- 288,533	- 363,857	

### Roads & Bridges

#### **Revenue**

Roads & Bridges	5,895,813	5,914,259	3,559,365	60%
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#### **Expenditure**

Urban Roads	500,000	500,000	381,814	76%
Rural Roads	1,818,813	1,818,813	1,207,710	66%
Regional Roads	1,524,000	1,524,000	744,967	49%
Gravel Pit Restoration	-	-	47,577	
State Highways	1,500,000	1,500,000	1,946,907	130%
Total Expenditure	5,342,813	5,342,813	4,328,975	
Operating Result	553,000	571,446	- 769,610	

## SHIRE OF WALGETT – AGENDA

### Recreation & Community Assets

#### Revenue

Natural Disaster Mitigation program	100,000	100,000	-	0%
Aerodromes	18,000	18,000	156,768	871%
Cemeteries	22,000	22,000	19,860	90%
Total Income	140,000	140,000	176,628	

#### Expenditure

Recreation & Community Assets	1,952,000	1,952,000	1,252,539	64%
Depots Operations	247,404	247,404	147,711	60%
Capital Projects	-	-	-	
Total Expenditure	2,199,404	2,199,404	1,400,250	

Operating Result	-	2,059,404	-	2,059,404	-	1,223,622
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### Domestic Waste Management

#### Revenue

DWM	751,687	751,687	723,601	96%
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#### Expenditure

DWM	693,950	693,950	376,665	54%
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Operating Result	57,737	57,737	346,936
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### Water Supplies

#### Revenue

Walgett Water	503,962	503,962	577,621	115%
Lightning Ridge Water	441,920	441,920	436,120	99%
Collarenebri Water	156,100	156,100	158,671	102%
Rowena Water	3,840	3,840	-	0%
Carinda Water	13,706	13,706	-	0%
Total Income	1,119,528	1,119,528	1,172,412	

#### Expenditure

Walgett Water	597,553	563,053	347,262	62%
Walgett Water Capital Projects	25,000	25,000	-	0%
Lightning Ridge Water	335,190	335,190	174,441	52%
Lightning Ridge Water Capital Projects	3,000	3,000	-	0%
Collarenebri Water	246,031	246,031	127,073	52%
Collarenebri Water Capital Projects	500	500	-	0%
Rowena Water	-	17,050	10,259	60%
Carinda Water	-	23,950	9,364	39%
Cumborah Water	-	27,800	204	1%
Village Water	33,800	-	-	
Village Water Capital Projects	500	-	-	
Total Expenditure	1,241,574	1,241,574	668,603	

Operating Result	-	122,046	-	122,046	-	503,809
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## SHIRE OF WALGETT – AGENDA

### Sewerage Supplies

#### **Revenue**

Walgett Sewer	257,639	257,639	262,676	102%
Lightning Ridge Sewer	246,039	246,039	228,316	93%
Collarenebri Sewer	72,772	72,772	73,940	102%
Total Income	<u>576,450</u>	<u>576,450</u>	<u>564,932</u>	

#### **Expenditure**

Walgett Sewer	383,555	384,055	195,964	51%
Walgett Sewer Capital Projects	500	-	-	
Lightning Ridge Sewer	220,337	222,337	121,595	55%
Lightning Ridge Sewer Capital Projects	2,000	-	-	
Collarenebri Sewer	62,000	62,500	20,495	33%
Collarenebri Sewer Capital Projects	500	-	-	
Total Expenditure	<u>668,892</u>	<u>668,892</u>	<u>338,054</u>	
Operating Result	<u>- 92,442</u>	<u>- 92,442</u>	<u>226,878</u>	

### Net Result

Total Income	18,154,943	18,090,152	13,388,299
Total Expenditure	18,100,236	17,942,236	11,759,345
Net Result	<u>\$ 54,707</u>	<u>\$ 147,916</u>	<u>\$ 1,628,954</u>

### **Relevant Reference Documents:**

- 31 January 2007.
- Walgett Shire Council Management Plan 2006-07

### **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.

### **Recommendation:**

**That Council note the Management Report for the period ending 31 January 2007.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 6

**Subject:** Sale of Land for Unpaid Rates

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

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

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**Summary:**

This report outlines five (5) properties as being eligible for sale of land for unpaid rates under Section 713 of the Local Government Act, 1993:

- Lot 5 Sec 13 DP 758227- Oliver Street Carinda
- Lots 34 and 35 DP 238593- Narran Street Collarenebri
- Lot 2 DP 839372- Neilly Street Walgett
- Lot B DP 323205- 42 Peel Street Walgett
- Lot 4 DP 236733- 95 Dewhurst St Walgett

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

Under Section 713 (2) (a) of the Local Government Act (1993) Council may “*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*”.

Under Section 713 (3), the General Manager or public officer must certify in writing:-

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

and advertise these details in the Government Gazette and in at least one (1) newspaper circulating in the area prior to the auction proceeding.

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

**Relevant Reference Documents:**

- Local Government Act 1993. Section 713.
- Property/ Assessment file 913 / 497 / 512 / 126

**Stakeholders:**

- Walgett Shire Council

**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:**

1. That the following parcels of land be accepted for sale by public auction:
  - (a) Lot 5 Sec 13 DP 758227- Oliver Street Carinda
  - (b) Lots 34 and 35 DP 238593 – Narran Street Collarenebri
  - (c) Lot 2 DP 839372 – Neilly Street Walgett
  - (d) Lot B DP 323205 – 42 Peel Street Walgett
  - (e) Lot 4 DP 236733 – 95 Dewhurst Street Walgett
2. The land detailed be submitted for sale at public auction on Saturday, 5 May 2007 at 10.00am in the Council Chambers, 77 Fox Street Walgett 2832.
3. The proposed sale be published in the Government gazette and in a local newspaper.
4. That each person ascertained as having an interest in the land be notified of Council's intention to sell the land under Section 713 of the Local Government Act, 1993.
5. That the auction sale be conducted by a licensed auctioneer and should any lot be unsold at auction then any unsold lots be listed for sale by private treaty.
6. That the reserve price for each lot be set at the valuation determined by a Registered Valuer.



<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 7

**Subject:** Update – Sale of land for Unpaid Rates and Charges

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

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

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**Summary:**

This report provides a current update on the progress of the Auction of land for unpaid rates to be held on Saturday 5 May 2007 at 10.00am at Walgett Shire Council Chambers, 77 Fox Street Walgett.

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

Walgett Shire Council reported \$1,618,000 outstanding rates and charges as at 30 June 2006. Council has committed to reducing this debt by making payment arrangements with ratepayers, referral to Debt Collection Agency, constant follow up and Section 713 sales. To date \$586,000 of these arrears have been collected with arrears now totalling \$971,000 at the time of writing this report.

There are currently twenty two (22) properties for sale by way of public auction on Saturday 5 May 2007. The auction is scheduled for 10.00am at Walgett Council Chambers, 77 Fox Street, Walgett.

Seven (7) of these properties are the properties that failed to sell at the previous auction in April 2006. Since the last auction these blocks have been listed with Kelly's Property Sales, and recently one block at Carinda sold for \$800.00. The remaining seven (7) blocks have been placed up for auction again.

The Current Land Value for the 22 properties totals \$143,949 with \$267,488.44 outstanding collectively.

1. The auction has been advertised in the Government Gazette (19.01.07) and the local Walgett/Lightning Ridge newspapers (24.01.07). Owners of the adjoining properties have been notified of the sale as have all parties with an interest in the land such as banks with mortgages. This was a requirement under Section 715 (c) of the Local Government Act, 1993.
2. An Auctioneer from Clemson Hiscox and Co in Walgett has been contracted to conduct the auction on Council's behalf.
3. An application for the issue of 149(5) certificates, drainage diagrams and any outstanding council orders on each block has commenced.

## **SHIRE OF WALGETT – AGENDA**

4. Walgett Shire Councils solicitors, Booth Brown Samuels and Olney of Dubbo have been notified of the Auction and are currently preparing contracts of sale and will source any further searches needed for the auction on Council's behalf.
5. Any property with a liveable house must be valued by a local estate agent. These valuations may be used as a guide if setting reserve prices on the land for the Auction.

### **Relevant Reference Documents:**

- All correspondence relating to the relevant assessments.

### **Stakeholders:**

- Walgett Shire Council
- Walgett Shire 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.

### **Recommendation:**

**That Council note the Sale of Land for Unpaid Rates and Charges progress report for the period ending 9 February 2007.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 8

**Subject:** CTC @ Lightning Ridge – Request for Financial Assistance

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

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

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**Summary:**

The CTC @ Lightning Ridge was started in 2003 as a result of a joint Federal and State funded Community Technology Centre (CTC) initiative. Council committed to financial assistance up to and including the financial year ending 30 June 2006. The Manager of the CTC has recently requested that Council provide further financial assistance.

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

The CTC @ Lightning Ridge opened in 2003 and has provided information technology and communication support to the residents and visitors of Lightning Ridge since its inception. The centre was opened following successful grant applications from both State and Federal governments.

CTC's are regional hubs that provide technology, resources training and educational programs to communities in regional, rural and remote NSW. The centres use technology as a platform to provide programs to towns and also use internet access, computer trainers, venue hire and telework opportunities.

The CTC Centres were supported with an anticipated return in skills development in information technology, usage and access to online information and transaction services, employment, volunteer hours, skills training and development. The long term concept of financial viability and accountability has not been achieved. The CTC centres can only continue operations if supported by external sources.

Walgett Shire Council has provided financial assistance to CTC @ Lightning Ridge totalling \$27,828 over the past four years to underwrite the rental accommodation. This financial assistance ceased as at 30 June 2006.

The Manager of the centre has recently contacted Council to request further financial assistance to help meet the centre's operating costs. A covering letter, Budget, and petition have been received by Council in support of this request.

CTC @ Lightning Ridge made a \$4,294 loss for the year ending 30 June 2004 and a loss of \$19,266 for the year ending 30 June 2005. These figures indicate that the centre is not financially viable and would require an ongoing commitment from Council if the centre was to be operationally and financially sustainable.

## **SHIRE OF WALGETT – AGENDA**

The budgetary figures provided indicate that the best case scenario would be a \$25,333 projected loss for the centre to operate 30 hours per week and a worse case scenario of a \$60,853 projected loss for extended opening hours of 71 hours per week.

The Centre has three options available:

1. Retain its present status as a stand alone centre.
2. Co-locate with an existing organisation.
3. Scale down into an existing service such as the library to provide limited access to information technology.

Option 1 is not a feasible option for the CTC Centre unless the centre can access long term financial commitment.

Option 2 could be investigated and would be a viable option if a suitable location was identified.

Option 3 is a possible solution but additional services such as scanning services, photo repairs, laminating, computer courses, computer repairs, programming assistance and so on would no longer be available to the community.

The CTC @ Lightning Ridge offers a valuable service to Lightning Ridge however this service has proven it has an inability to operate stand alone.

Council has been contacted by the Office of Rural Affairs who is currently a member of the CTC Board of Management. They intend on visiting the Shire late February 2007 to meet with Council Management and visit the CTC @ Lightning Ridge to discuss funding opportunities.

Walgett Shire Council has made no provision to financially assist this organisation in its Management Plan 2006/2007.

### **Relevant Reference Documents:**

- Letter dated Feb 07 received from CTC @ Lightning Ridge
- Walgett Shire Council Finance minutes Finance Committee Meeting 30 September 2002.
- Joint Commonwealth and NSW Community Technology Centre Program Final Project Report June 2004

### **Stakeholders:**

- Walgett Shire Council
- CTC @ Lightning Ridge
- Lightning Ridge Residents and Tourists

### **Financial Implications:**

Not known at this stage.

**Recommendations:**

- 1. That Council recognise that CTC @ Lightning Ridge cannot retain its present status as a stand alone centre.**
- 2. That Council defer a decision on committing to financial support for the CTC @ Lightning Ridge to the March meeting to allow further investigation into options that may be available for information technology service provision in Lightning Ridge.**

Attachment - CTC @ Lightning Ridge – Request for Financial Assistance



19A Morilla St. Lightning Ridge NSW 2834 - 2 FEB 2007

Phone: 02 6829 2222

Fax: 02 6829 0922

E-Mail: [ctclightningridge@yahoo.com.au](mailto:ctclightningridge@yahoo.com.au)

ABN: 32 907 259 428

FILE:

180/08/00/00

LETTER No:

238

REFER:

EJD

COPY:

Your Reference ED:ND180/08/00/00

General Manager  
Walgett Shire Council

\$525.25

Dear Sir

Thank you for your previous response to the CTC@lightningridge request for financial assistance dated 22<sup>nd</sup> September 2006. We regret the delay in getting these details back that you had requested, in order to adequately consider our application for financial assistance. Please be aware that it is not possible to issue balance sheet and profit loss statements for the past three years due to our inception date, which only allows two such statements.

#### CTC INITIAL START

The CTC at Lightning Ridge is a "not for profit" organisation that was started in 2003 as a result of many dedicated volunteers who gave many unselfish and tireless hours in applying for funding and grants from the both the Federal and State Governments that were made available at the time, obviously a successful application in a highly competitive market resulted in the creation of a CTC at Lightning Ridge. The Community Technology Centre is not a shopfront, but a base of Community Support that is there to facilitate growth in the IT and Communication areas. It was initially hoped, that the CTC's that were created would have been able to become self sufficient with the seed funding provided, initially some 300+ Centres were created, however only 80 + Centres have so far been able to survive financially. The centres that have had difficulty in remaining open have been the centres that are predominately remote and with smaller population centres.

The Centres were initially given funding to setup and provide wages for an interim period with the hope of becoming self sufficient, but no provision was made for the purchase of Centres themselves leaving the CTC's in long term rental agreements along with long term wage issues themselves. Local Councils were obviously involved at the Local Level and made provision subsidies in response to the clear deficiency of rental agreements, in order to reduce the Burden placed on the respective CTC's.

Since the commencement, some 200+ Centres with significant assets provided have disappeared over time; this represents a loss of significant assets at each location for the taxpayer funds that were initially provided.

With the figures suggesting some 75% of Centres have closed, it would be reasonable to consider that that funding was never sufficient in the first place and/ or that follow through funding was necessary in the first place for sustaining operations of such CTC's.

#### ECONOMY/ FUNDING DECLINE

Recent government legislation has also hampered efforts in cutting costs at all Community Centres with all Volunteers being required to return to the workforce, which is evident in the hardship that has beset all types of Community Centres of recent. Even our own parent organisation is under threat to the point we have to pay them membership and sign the binding contracts that result in the ctc@association having rights to all assets if we should liquidate. It is likely these assets successfully won for our community, could end up as sales revenue for the CTC association itself.

With the area of Lightning Ridge having been previously recognized in studies as one of the most disadvantaged towns in NSW and furthermore in recent years the increases in fuel costs have had a direct effect on all services including freight costs, this increase which in turn effects the cost of all produce including basic needs, as well as the mining industry costs, has resulted in mining operations decreasing to the point where the individual miner is becoming somewhat extinct and only large companies are now able to sustain such activity in the town. Added Unemployment, regulation and hardship is slowly settling into place. The loss of this Centre will have a direct bearing on the future of this town, at what is a critical point in time for this and other nearby Communities. It has been established in statistics that when CTC's liquidate, the end result that there is a population decrease shortly after for the reasons all mentioned above.

#### **PRIORITY STATUS**

The CTC's that have had difficulty in remaining open have predominately been those, who have smaller populations and tend to be found in the very remote areas of the State. These types of Centres are afforded a "priority one" status by the CTC@NSW Network, indeed these "Priority One" Centres represent the true original aim of the grants that were applied for in the first place. The LRCTC ranks highly even amongst the "priority one" Centres themselves, as our town not only fulfills all the requirements but has other unique differences and increased hardships to the other "priority one" Centres such as:

1. The area has been formally recognised as a low socio-economic area.
2. Many persons have no electricity on the fields of Lightning Ridge.
3. Broadband access is not available to all these outlying areas.
4. A high content of aboriginal and multicultural people reside in Lightning Ridge.
5. The area is more remote than most other "priority one" CTC's.
6. Most of the CTC's near to Lightning Ridge have closed already creating a District Vacuum of CTC's and the reliance on ours from other communities.
7. LRCTC is vital for the nearby communities in the marketing and tourism process of Black Opal which can have an impact on the entire Shire as a whole.

#### **THE ENEVITABLE FINANCIAL CRISIS**

The CTC@LightningRidge is currently in a financial crisis, when I attended my first meeting as a Committee Member, the Committee's first words were about liquidation being imminent (great introduction). The previous two Managers had subsequently resigned after a short period of time as the Centre was unable to continue paying their wages as well as remain open. The CTC had closed for a short period of time and was indeed facing permanent closure.

#### **THE SIMPLE ECONOMICS OF THE INITIAL START**

Diverse skill sets are necessary from CTC staff to support further population growth but more importantly, the more diversity and experience the skill sets from the Manager and/or Staff have, the more diverse the Communities skills are able to develop for that Community/Town or City, and subsequently the greater the skill sets, the greater the earnings potential from individuals, groups and businesses within that society, this in turn benefits the entire community as a whole in terms of economic growth.

\$50,000 is approximately 1 year of below average wages for a thirty eight hour week. In fact the same amount is the minimum payment by law to pay an immigrant to be employed for a year at 38 hours per week with not much English?

Managers with the diverse skills and experience required such as Technician / Software Engineer / Desktop Publisher/ Cert 4 qualified/Advanced Communications Specialist and General IT experience are difficult to locate, but very difficult to keep due to much higher wages that are freely available for such skills in the cities and larger towns, however these skills are a key and paramount for the CTC to function as was originally intended and more so in the remote communities for obvious reasons. The diverse skills above took me for example some 26+ years of experience to gain and cannot be achieved, even with a University course of 5 years!

#### **INITIAL ASSESSMENTS NOT SUPPORTED OR FOLLOWED THROUGH**

It would appear that whilst the deficiencies in simple economic accounting were identified early and solutions even investigated, there was either lack of support or insufficient follow through to ensure that the Centre would be able to negotiate these large obstacles to the point of becoming self supporting. It would also appear that initiative was somewhat stagnated from a lack of leadership and /or incentive to evolve, probably due to motivation/ wage constraints

Initial Long term planning identified rent relief as a precursor to any possible success and Local Councils automatically became involved to facilitate the subsidised rent relief, due to the overt deficiency that was present in rental support for such CTC's in the initial planning. In addition the Long term planning that resulted in the CTC applying for a position in the new Lightning Ridge Community Centre that was to be built, was also made but unfortunately Local Council never managed to organise the leaders of the respective groups involved and bring this Centre to fruition for a great many different number of reasons too numerous to explain here, suffice to say that it has been a failure to this date.

#### **ASSESSMENT OF FINANCIAL CRISIS**

I was a Committee member for a short period of time, but the subsequent resignations from previous managements with large debts and a zero bank balance clearly indicated that the CTCLR had no funds to pay wages anymore. Liquidation was imminent, but I felt that the CTCLR was important to the Community to the extent of assuming the position of Manager for as long as I could with hope of some recovery from increased services and direction.

The early assessments reported / or were purported as being from a rent related problem, however looking at the structure of the initial grant highlighted there was only approximately \$50,000 left to pay bills, electricity, ISP charges, maintenance and wages, indicating that the initial grants did nothing about rental assistance or providing long term accommodation refuge/haven for the investment that was given to the winning communities in the first place.

The overall indicator in the CTC's accounting records shows this in the initial hours of opening at the start of 9am - 5pm, these hours were quickly repealed by the Committee when they saw the huge costs incurred in the subsequent figures of the Bank Balance a short time after commencing. (Bank balance draining fast)

The subsequent reaction of the Committee was to reduce the hours to 10am – 2pm with lunch from 1200am to 1.00pm, this however resulted in the fact that the Community hardly ever realised that it was actually open in the first place (which defeated the entire purpose of why it existed and why services were limited in this period).

The gradual slow drain of finances at the CTC set in and it appears that no action was taken to address the issue with any priority or success, until that period came to a final head some 5 months ago.

#### **SERVICES PROVIDED**

Since assuming the position of Manager some 5 months ago, I have since increased the opening hours from 10am – 7pm seven days per week and spent an average of an additional six hours per day at the centre after close for follow up work. This equates to some 90+ hours per week without including the great many hours of work from the three volunteers at the centre (about 90 hours collective between themselves).

The CTC at Lightning Ridge provides many services to the Community, seven days a week including:

- Free and unbiased advice in Communication and technology systems and services.
- Hi Speed Internet/ Email Access for Locals, Visitors and Communities.
- Technician and Computer Repair Services.
- Virus / Malware and Spyware (Trojan) removal from infected Systems.
- Data Recovery Services.
- Network / ISP support services.
- Programming and Debugging assistance
- Multimedia Card Access and Backup facilities.



- Educational and Research support and advice.
- Safe Internet Banking advice and facilities.
- EBAY and online purchasing advice and training.
- Network Gaming facilities.
- Specialist Business Support Services.
- Photo Repairs and Prints.
- Skype and VOIP services.
- Government Services Contract Support
- Laminating services.
- Database / Spreadsheet advice.
- Provide understanding of Copyright Laws
- Web page support and services.
- Advanced Desktop Publishing.
- System/ Peripheral and Software supplies.
- Technician Assistance in personalising and customising computer systems, tailored to suit individual or business requirements and the subsequent integration of those systems into the home and workplace
- Dell Systems Integration (We are an official and authorised partner with Dell Computers ®).
- Photocopying and Scanning services.
- Software Engineering Services.
- Discounts for Health Care and Pensioner Card Holders.
- Computer Courses and individual training at very low cost.
- Advanced / Specialist Communications advice and services.
- Digital Camera Hire and Photographic advice.
- Laser and Inkjet Specialist Printing and advice.
- Certificates / Awards / Passport Photos / Résumés and Invitations.
- Conference Room and facility Hire.
- Global Positioning Systems Satellite and Time Ranging specialist support assistance / guidance and advice.
- Advanced Cryptographic services, support and advice.
- Typing / Typesetting services in accordance with Australian Standards.
- International Facsimile services.
- Free assistance for designated non/not for profit community Organisations and government agencies when they are conducting community based activities related to the CTC's goals.
- Free internet access for Yarrabin Disability Services
- Discounts for all non / not for profit organisations.
- The CTC has also subsidised some 8 computer systems at very low prices (below value) to families that are disadvantaged (HCC / Pensioners) that simply would not otherwise be able to afford such a system. This has however has been largely possible due to donations from businesses and individuals as well as many volunteer hours of work of the CTC Technician to integrate and repair such donated systems.
- We are also currently introducing many new services including a Web Cam service so that persons may not have to travel to huge distances to have visual contact with professionals such as Doctors/ Lawyers and government departments thus reducing the burden placed on those individuals in such times of hardship.
- There are many other services / plans and objectives that we plan to introduce but these are commercial-in-confidence and sensitive to release at this moment for obvious commercial reasons.

#### CURRENT STATUS

There have been many significant changes to the running and operations of the CTC@LightningRidge to the point, where the CTC must continuously evolve now for any chance of long term survival given the current financial crisis and the reliance on the need to become self supporting

I have done everything in my power to save the CTC, and have notified the public of the problems with their respective CTC some months ago in a media release, but it has finally come to the point that I cannot continue the battle indefinitely by myself, some 5 months later means that I have over extended myself already. Ultimately it is for the entire Community as a whole to determine whether the CTCLR will survive as has occurred for the other CTC's within their respective Communities.

The majority of the "priority one" centres have folded and only the respective Local Councils have been the determining factor in the ones that have managed to survive to date, indeed Lightning Ridge has done well in statistics of lasting much longer than most other priority one centres and coupled with fact that it rates so high in terms of the "priority one" status.

Many applications for funding and grants have been submitted; however these applications are very competitive and in addition, take a very long time before the results are made known. The CTC@LightningRidge will probably be closed before the application results are known. It appears that the CTC will not be able to survive greater than 2 months at present. (How long can I sustain this for the people of Lightning Ridge, is the real question)

So far the CTC has since repaired Computer Systems for the people and townships of Lightning Ridge, Coocoran Opal Fields, Grawin, Glengarry, Hebel, Angledool, St George, Walgett, Collerengabri, Goodooga and even cities and towns as far as Moree and Sydney. The evidence of these services can be supported by invoices. This indicates the loss of the CTC will have an impact on not only Lightning Ridge and the entire Shire, but even beyond our Shire Boundary.

The CTC is now at least running at a profit, has upgraded the systems currently in use, increased its overall services, reduced charges on average by 85 – 90 % but increased profit as well as building the CTC supplies of stocks and consumables, however the CTC has had no choice but to use any of the remaining profits to continue paying the very large debts left behind from previous. This has been significantly successful albeit to the detriment of wages for a Manager. It appears that regardless how successful or viable the CTC is in the short term, the CTC will be paying these large debts for quite some time and hence the CTC will also be unable to pay wages for some time. If I should cease volunteer working at the Centre, it will be faced with closure, effective immediately.

I have applied for Centrelink assistance but they require me to abandon the CTC to write resumes for a job at best employment, obviously this is at the detriment of the greater people of Lightning Ridge. I do not need a job, I have many, and returning to my previous employers on a full time basis will result in the CTC heading into liquidation and would represent the final act of abandonment again at the detriment of Lightning Ridge. I simply just need to get wages like everyone else, and applying for grants is more helpful to me and the township itself, than resume preparation at best employment.

#### **IRONIES FACED**

It is somewhat ironic that we have provided and continue to provide such a place for the unemployed to train and gain I.T. Skills necessary for employment in the I.T. Sector.

It is also ironic there are many groups applying for and receiving grants and subsidies for starting up services that CTC's already provide, instead of continuing to support such CTC's that already exist along with their assets. In fact in this month alone two different not for profit groups will be coming to Lightning Ridge to hold workshops at the same time that the CTC had planned to commence its workshop, as these are not for profit groups this is obviously as a result of funding and grants and is obviously competitive to the CTC in nature at a critical point in time, albeit even unintentional. At the end of the day these groups will come and go and the CTC will be left to support the town in terms of direct and available support. The CTC nevertheless continues to assist these groups as their goals are within the goals of the CTC itself albeit the CTC without funding.

#### **FUTURE**

The Centre currently has assets valued at \$89,000+ and the loss of this centre will result in these assets being lost to the Community as well as the thousands of dedicated hours of volunteer work that it took to start and maintain it. It is unlikely that Lightning Ridge will ever be able to regain such assets in even the long term. The CTC at Lightning Ridge is unable to apply for funding from Both Federal and State Governments due to the fact that it was supplied such seed funding in the first place.

The long term goal of the CTC is to reduce charges of its services to the absolute minimum possible to reduce the economic burden to a township already under strain. If I had my way Internet access would be provided free or at least for a smallest cost possible, unfortunately I do not have my way, nevertheless the goal has been defined along with self sufficiency.

#### **DEMOGRAPHIC SKILLS OF POPULATION**

Skills in the IT Sector are poor in general in Lightning Ridge. This is based on visual assessments and previous statistics obtained from previous managements.

The percentages for demographics of users can be broken down quickly into the following formats

- 45% are over the age of 40
- 15% are between 30 and 40
- 25% are between 18 and 30
- 10% are under the age 18
- 5% are under the age of 16

Of that percentage:

- approx 20% are indigenous
- approx 45% are from an ethnic background
- approx 35% are of European descent

#### **USAGE STATISTICS**

The following hours represent the hours that suit both the Centre and the Community based on attendance figures of 1 – 5 persons at any one time based on averages at any period of the year. This information is based on the Café Pro Software statistics / daily accounting figures / petition and management knowledge.

Based on attendance figures

That equals 56 hours per week in total.

MON – 10 – 7pm = 9 hours

TUE 11-6pm = 7hours

WED 10 – 7pm = 9 hours

THURS 11-6pm = 7 hours

FRI 9am – 8pm = 10 hours

SAT 10 – 7pm = 9 hours

SUNDAY 12 – 4pm (except designated games days – 10am - 7pm)

MON/ WED /FRI and SAT mornings are the busiest periods and can produce 5-10 users requiring an additional staff member.

The centre has a volunteer base of three assistants however the hours of availability has decreased in recent weeks.

Recruitment of volunteers and WFD recipients is ongoing.

Daily usage can be anywhere between 15 and 100+ users per day with an average of approximately 25 users per day, this figure is directly related to the economics of the season and the day in particular relative to the economics of the town itself.

#### **PETITION FOR SUPPORT**

In order to show the importance of the centre, to the people of Lightning Ridge, a petition was commenced some months ago. Over 600 Signatures have since been acquired including an extended break in between, of approximately one month.

Some 95%+ of the signatures are from actual persons who have used the services at this Centre, persons are only permitted to sign once, indicating that over 100+ different people are using the centre each month in addition to people who attend more than once. (In addition approx 25% of customers do not sign for other reasons, such as they are unaware of the petitions: presence).

The petition and its comments clearly indicate the importance of the Centre to the overall people of the nearby communities and the overall majority of comments in our petition have been "excellent or essential service"

Some of the more unique comments however of the individuals include:

- 1) Closing... it is a Disaster!
- 2) Who will fix my Computer?
- 3) Required in town for District.
- 4) Give them the Money / Give them cash.
- 5) Absolute "must have" for visitors.
- 6) We really need this place.
- 7) Don't take our contact with the outside world!
- 8) A major Community Support needed.
- 9) The remote area needs it more so. / Every remote town should/ must have a centre.
- 10) Must stay open / Keep it open.
- 11) Communities need CTC's / CTC's are vital to Community
- 12) There is no one else doing this.
- 13) Rural areas have the rights to Communication.
- 14) We pay tax.
- 15) A Community Service that fills the vacuum not filled by any other organization
- 16) Help -- Please.
- 17) Just do it Howard.
- 18) A must for me! / Lifesaver to me.
- 19) Keep it open and with Government assistance.
- 20) Nowhere else to gain internet access.
- 21) Great for people who need to use computer services with expert knowledge at hand.
- 22) The only facility of its type in the Region.
- 23) I did my school work here.
- 24) The Technology Centre is essential for our town and children's future.
- 25) Better than home.
- 26) Not to be lost.
- 27) We cannot live without this service.
- 28) Don't be tight, education is the lifeblood.
- 29) They did three jobs for me that I could not get done in Dubbo!
- 30) You can't close -- please don't.

#### PRICING STRUCTURE

The Current prices have been reduced from \$6.60 to \$5.50 per hour - time based

The long term goal of the Centre is to reduce internet to the Community to \$1 per hour

Visitors will be expected to pay \$2.20 for email access (15min) at a rate of approximately \$4.50 per hour.

Memberships are expected to commence shortly to assist in additional funding sustenance and as well as introducing greater savings to regular users of the Centre.

#### CHANGES TO COMMITTEE

Three new Committee members were accepted and ratified in the minutes dated 31/1/07

#### SUMMATION OF PROFIT LOSS AND PROJECTIONS

## SHIRE OF WALGETT – AGENDA

Projections are difficult at the best of times; however particular care has been taken to represent the projections enclosed accurately. **The wage for a Manager has a very real direct and consequential effect on these projections.** In addition there are the negating effects of debts not paid for by previous managements. Therefore it was appropriate to give three examples of projections of manager's wages.

Assistance will obviously have direct a direct bearing on survival of the CTC and any hours of opening. Any queries please do not hesitate to contact me on PH 02 68292222

Thank you for your consideration in receiving our formal request for assistance.



Jamie Collins

Manager  
ctc@lightningridge

/ Feb 07

### ATTACHMENTS ENCLOSED

**Annex A** Projection 1 Manager at 10am – 4 pm @ 5 days per week = 30 hrs

**Annex B** Projection 2 Manager at 10am – 7 pm @ 7 days per week = 45 hrs

**Annex C** Projection 3 (Manager at 10am – 6pm @ 7days and an Assistant at 3 hrs per day = 71 hours in total

(Above projections are based at \$15 per hour which is much less than the average hourly rate)

**Annex D** Profit/Loss sheets for 2004-05

**Annex E** Profit/Loss sheets for 2005-06

**Annex F** Asset expansions projected if financially available/ possible to increase profit takings

**Annex G** Copies of petition taken

**Annex H** Copies of Letters of support

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 9

**Subject:** Investment Report as at 31 January 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 January 2007.

**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>		
IMB Ltd	Term Deposit	363	5.91	372/06		06-Mar-07	\$	500,000.00
Citibank	Term Deposit	169	6.37	404/07		02-Feb-07	\$	500,000.00
Citibank	Term Deposit	187	6.37	405/07		20-Feb-07	\$	300,000.00
Cimminvest (FIIG Securities)	Term Deposit	180	6.20	407/07		13-Feb-07	\$	500,000.00
ACCU (FIIG Securities)	Term Deposit	200	6.53	408/07		06-Mar-07	\$	500,000.00
Savings & Loans Credit Union (FIIG Securities)	Term Deposit	193	6.44	409/07		27-Feb-07	\$	500,000.00
Bankwest	Term Deposit	203	6.40	410/07		13-Mar-07	\$	500,000.00
Bankwest	Term Deposit	203	6.43	411/07		20-Mar-07	\$	300,000.00
Suncorp	Term Deposit	203	6.38	412/07		27-Mar-07	\$	500,000.00
National	Term Deposit	202	6.19	413/07		03-Apr-07	\$	500,000.00
Citibank	Term Deposit	209	6.37	414/07		10-Apr-07	\$	500,000.00
IMB Ltd	Term Deposit	203	6.36	417/07		17-Apr-07	\$	300,000.00
Savings & Loans Credit Union	Term Deposit	195	6.43	418/07		24-Apr-07	\$	500,000.00
Local Govt Financial Services	Term Deposit	196	6.45	419/07		01-May-07	\$	500,000.00
Westpac	Term Deposit	188	6.14	420/07		08-May-07	\$	500,000.00
Bank of Qld	Term Deposit	147	6.51	421/07		15-May-07	\$	500,000.00
CBA	Term Deposit	87	7.50	422/07		16-Mar-07	\$	500,000.00
Royal Bank Canada	Term Deposit	88	7.70	423/07		16-Mar-07	\$	500,000.00
National	Term Deposit	90	6.21	424/07		02-Apr-07	\$	300,000.00
Savings & Loans Credit Union	Term Deposit	131	6.61	425/07		22-May-07	\$	250,000.00
Bankwest	Term Deposit	126	6.63	426/07		29-May-07	\$	300,000.00
Bank of Qld	Term Deposit	126	6.47	427/07		05-Jun-07	\$	250,000.00
								<b>\$ 9,500,000.00</b>

### Recommendation:

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

**MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING  
20 FEBRUARY 2007**

**Item No:** 10

**Subject:** Report on Rates and Charges – 31 December 2006

**Author:** Katie Hook – Rates Clerk

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

**REPORT ON RATES AND CHARGES - 31 December 2006**

	<b>Dec-06</b>	<b>Dec-05</b>
Arrears as at 30 June	1,618,773.48	1,395,484.94
Adjusted Levy	6,196,076.48	5,512,016.32
Interest	48,070.09	46,026.50
Payments	(4,145,853.63)	(3,362,425.31)
Adjustments	(29,208.39)	(5,321.52)
Discount	(59,278.53)	(52,574.14)
Legal Fees	27,555.08	1,182.02
Total Outstanding	\$ <u><u>3,656,134.58</u></u>	<u><u>3,534,388.81</u></u>

**COMPARISON WITH 2005/2006**

	<b>Dec-06</b>	<b>Dec-05</b>
Current	2,571,863.58	2,320,707.79
Arrears	714,582.58	852,115.41
Interest	299,654.45	300,811.23
Legals	70,033.97	60,754.38
Total Outstanding	\$ <u><u>3,656,134.58</u></u>	<u><u>3,534,388.81</u></u>

**Total YTD Collected**

	<b>Dec-06</b>	<b>Dec-05</b>
Collected YTD % of Arrears and Levy	53%	50%
Collected YTD % of Levy	67%	62%

**Recommendation:**

**That the Report on Rates and Charges as at 31 December 2006 be received.**



**MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING  
20 FEBRUARY 2007**

**Item No:** 11

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

**Author:** Katie Hook – Rates Clerk

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

**REPORT ON RATES AND CHARGES- 31 January 2007**

	<b>Jan-07</b>	<b>Jan-06</b>
Arrears as at 30 June	1,618,773.48	1,395,484.94
Adjusted Levy	6,157,108.74	5,511,422.57
Interest	54,446.13	48,916.14
Payments	(4,272,146.22)	(3,424,464.35)
Adjustments	(30,604.97)	(94,077.97)
Discount	(59,278.53)	(53,661.41)
Legal Fees	278,439.60	1,192.02
Total Outstanding	\$ <u><u>3,746,738.23</u></u>	<u><u>3,384,811.94</u></u>

**COMPARISON WITH 2006/2007**

	<b>Jan-07</b>	<b>Jan-06</b>
Current	2,450,097.94	2,182,754.31
Arrears	923,610.11	839,182.28
Interest	300,436.78	302,158.57
Legals	72,593.40	60,716.78
Total Outstanding	\$ <u><u>3,746,738.23</u></u>	<u><u>3,384,811.94</u></u>

**Total YTD Collected**

	<b>Jan-07</b>	<b>Jan-06</b>
Collected YTD % of Arrears and Levy	55%	52%
Collected YTD % of Levy	69%	65%

**Recommendation:**

**That the Report on Rates and Charges as at 31 January 2007 be received.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 12

**Subject:** Walgett Shire Tourism Destination Strategy 2007-2010

**Author:** Alana Douglas – Tourism Development Officer

**File No:**

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**Summary:**

The Walgett Shire Tourism Destination Strategy is essentially to indicate actions required to accelerate tourism growth in the region and to assist in developing a coordinated and strategic tourism development approach from the Walgett Shire Council, key stakeholders and the entire Walgett Shire community.

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

The Walgett Shire Tourism Destination Strategy has been on public display since 21 November 2006 and four comments from the following community organisations were received:

- Walgett Aboriginal Medical Service Co-operative Ltd
- Rod Dayment
- Walgett and District Tourist Association
- Rebel Black ( proprietor "Dig In")

All comments received were taken into account when finalising the Tourism Strategy.

**Relevant Reference Documents:**

- Tourism Development Strategy 2007-2010 including the Action Plan (provided under separate cover)

**Stakeholders:**

- Walgett Shire Council
- Walgett Shire Community, Business Operators and Relevant Government Authorities

**Recommendations:**

1. **That Council adopt the Walgett Shire Tourism Destination Strategy 2007 - 2010.**
2. **That Council review the Walgett Shire Tourism Destination Strategy 2007-2010 in February 2008.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 13

**Subject:** Proposed Policy – Payment for Relief Duties

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

**File No:** 022/09/01/00

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**Summary:**

Employees at Walgett Shire Council may be requested to perform duties that are not part of their Position Description. It is recognised that this is an essential requirement to ensure that normal operations continue whilst a position remains vacant.

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

In order to establish pay rates that are fair and equitable to ensure the delivery of quality services to the community, an allowance of \$150.00 per week will be payable to staff who perform duties that are not part of their position description.

This occurs on occasions where positions are vacant for a period of time and if duties are not performed normal operations would not be able to continue.

The General Manager has the sole responsibility for authorising, in writing this payment for a period of no more than three (3) months.

**Relevant Reference Documents:**

- Policy – Payment for Relief Duties

**Stakeholders:**

- Walgett Shire Council Staff

**Financial Implications:**

The additional cost of \$150.00 per week will be offset by the reduction in salaries and wages for the vacant position.

**Recommendation:**

**That Council's Payment for Relief Duties Policy be adopted and reviewed in February 2008.**

**Attachment - Proposed Policy – Payment for Relief Duties**

WALGETT SHIRE COUNCIL POLICY – PAYMENT FOR RELIEF DUTIES

**POLICY – Payment For Relief Duties**

**POLICY STATEMENT**

Walgett Shire Council is committed to establishing pay rates that are fair and equitable. This involves remunerating employees by the payment of an allowance for the completion of duties which do not form part of the responsibilities within their Position Description.

**GENERAL POLICY AND OVERVIEW**

Walgett Shire Council is committed to co-operating positively to increase the structural and efficiency of Council and provide employees with access to more fulfilling, varied and better paid work by establishing rates of pay and conditions that are fair and equitable to ensure the delivery of quality services to the community and continuous improvement.

This involves allocating responsibilities to employees where if not performed it would have an adverse effect on operations within Council.

An employee may be requested to perform additional duties when positions are not filled in a timely manner or are unable to be filled due to a lack of skilled applicants.

The General Manager may offer an allowance to employees for the following reasons:

- Employees perform duties and take on responsibilities that are not within the Position Description for the position they hold.
- Employees are remunerated in recognition of extra hours required in a role.
- Employees perform duties of more than one position whilst the additional position remains vacant.

WALGETT SHIRE COUNCIL POLICY – PAYMENT FOR RELIEF DUTIES

<b>PAYMENT FOR RELIEF DUTIES</b>
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Employees at Walgett Shire Council may be requested to perform duties that are not part of their Position Description.

These duties can involve taking on additional responsibilities to provide relief during periods of work overload or reallocation of specific duties, relieving while a position is vacant or providing temporary support in an area not specified in the employees' position description.

An example is where the Payroll Officer is requested to perform additional duties such as Bank Reconciliation and Investments while the Customer Service Officer – Finance position is being advertised. The additional duties are reallocated to ensure that Council continues normal operations and it would be expected that the Payroll Officer may need to perform some overtime to be able to complete all work that is required to ensure that work is accurate and produced in a timely manner.

The allowance payable is \$150.00 per week. An employee is only entitled to this payment by authorisation, in writing by the General Manager and will be reviewed within a period of no more than three (3) months. The General Manager has the authorisation to extend the period if necessary.

Payment for the use of skills to relieve shall be made for the time actually spent relieving and is not payable when the relieving employee is absent on paid leave or an award holiday.

This policy excludes arrangements made with Senior Staff and Departmental Managers and also excludes employees who receive payment in the form of higher duties when relieving in a higher paid position.

**MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL  
MEETING 20 FEBRUARY 2007**

**Item No:** 14

**Subject:** Derelict building on Lot 2 DP 309612 in Colin St, Carinda

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

**File No:** 105/03/00/00 (Ass 895)

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**Summary:**

This report recommends that Council take action to demolish a derelict building located in Carinda.

**Background:**

For a number of years a house located on Lot 2 DP 309612 in Colin St, Carinda has been a source of concern for nearby residents. The building is quite dilapidated and the land is overgrown with grass and weeds. Apart from being a fire hazard, the site is also potentially a significant harbour for snakes and vermin such as mice.



**Figure – Location of Lot 2, DP 309612, Colin St, Carinda.**

The building is owned by the Estate of the late CV Scoullar. Mr Scoullar died around 2002 and his daughter has indicated that the family have no interest in the property.

Arrears rates are also owed by the estate on the property. The property has been listed for sale by Council under Section 713 of the Local Government Act 1993.

## **SHIRE OF WALGETT – AGENDA**

With a view to providing Council with a legal opportunity to take action to address the derelict building, the following actions have been taken:

- A notice of intention to issue a demolition order under the Environmental Planning and Assessment Act 1979 was issued on 14 August 2006.
- A demolition order was issued on 6 October 2006 giving the estate 21 days to demolish the building.
- Expressions of interest were sought from a range of parties that may be interested in undertaking demolition of the building.
- A single written expression of interest was received. The same party has subsequently lodged a quote for \$13,800. The quote includes provision for:
  1. Disconnection of water and electricity.
  2. Demolition of all buildings.
  3. Removal of all asbestos and rubbish.
  4. Removal of any septic tanks and backfilling of any long drop toilets.

In the above context it appears quite unlikely that any action will be taken by the estate to address the derelict building and tidy the site.

### **Relevant Reference Documents:**

- Assessment file 895.
- The Environmental Planning and Assessment Act 1979, especially Part 6, Division 2A.

### **Stakeholders:**

Walgett Shire Council, residents of Carinda.

### **Financial Implications:**

A quote of \$13,800 has been received for the demolition work, but there is no funding available within the existing budget for the Planning and Regulation section. A budget variation will be required to enable the work to be undertaken.

### **Recommendation**

**That Walgett Shire Council resolve to:**

1. **Take action to complete the work specified in the order issued by Walgett Shire Council under the Environmental Planning and Assessment Act 1979 on 6 October 2006. That work includes the demolition of all buildings on Lot 2 DP 309612 in Colin St, owned by the Estate of the late CV Scoullar.**
2. **Note that the budget variation of \$13,800 proposed in the Management Review report for the Planning and Regulation section will be used to fund the demolition of all buildings on Lot 2 DP 309612 in Colin St, owned by the Estate of the late CV Scoullar.**

<b>MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 15

**Subject:** Connection of a Mining Camp to Mains Electricity

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

**File No:** 260/01/00/00 (Ass 4317)

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**Summary:**

A request has been received that Walgett Shire Council consent to Sandy Alchin connecting a mining camp located on Western Lands Lease 14610 to mains electricity.

This report recommends that Council not give consent.

**Background:**

In a letter dated 15/01/07 D Fazldeen of the Home Care Service of NSW has requested that Walgett Shire Council consent to a mains electricity connection for a mining camp located on Western Lands Lease 14610 (Lot 16, DP 1076808). The mining camp is located within the New Years Rush opal field near Lightning Ridge, as shown in the diagram below.

Council's consent is required for two reasons:

- (I) Any extension of the mains electricity grid would involve establishing a spur line across part of Permissive Occupancy 1985/19, held by Walgett Shire Council over the land surrounding Ms Alchin's Western Lands Lease. The stated purpose of the Permissive Occupancy is opal mining administration.

Country Energy will only construct spur lines across land occupied by a third party if an easement for electricity reticulation has been established over that land.

- (II) Country Energy has stated that it will not create extensions of its mains electricity grid within the 'preserved' opal fields unless consent has been given by the key government agencies responsible for administering land use and planning in those areas (Dept. of Primary Industries, Dept. of Natural Resources, Dept. of Planning and Walgett Shire Council).

Walgett Shire Council has considered a number of similar requests from residents on the preserved opal fields in recent years. The issues involved are complex and Council has been unable to maintain a consistent, or clear, policy stance on the issue.



Council's most recent resolution regarding electricity was made at a meeting held on 21 April 2005. That resolution is reproduced below:

*"It was resolved on the Motion of the Administrator that the Applicants be advised the following: -*

- 1. That the granting of easements for power supply to Western Land Leases for residents is consistent with proposals currently under consideration by Department of Infrastructure, Planning and Natural Resources (DIPNR) and that the Council will not be giving formal consideration to such applications until applicants have been granted Western Lands Leases and the Council's local (rural and urban land use) strategy is placed on exhibition.*
- 2. That the Council requests preliminary advice in relation to the width of the proposed easements and the wording of the description of the terms of the easement which will be sought.*
- 3. That the Council has no objection to Country Energy commencing preparation of its application for easement which will only be assessed when the applicant has been granted a Western Lands Lease and the Council's local (rural and urban land use) strategy has been placed on exhibition."*

**Reasons why Council should consent to mains electricity:**

Reasons frequently cited as to why Walgett Shire Council should agree to the establishment of mains electricity within the preserved opal fields include:

- (a) The 'impact' of allowing one or several connections is comparatively minor.
- (b) For the parties involved it will reduce their recurring costs for maintaining an electricity supply.
- (c) It would be a more convenient and reliable source of energy. In turn this may be a better guarantee that medical equipment will operate as required.
- (d) The transition of mining camps from 'camp' mineral claims administered by the NSW Department of Mineral Resources to Western Lands Lease for residential purposes is in the process of occurring. It can be argued that this is a more appropriate title on which to establish mains power.
- (e) Mains power would result in a reduction in the noise issues arising from generators running for extended hours of the day.
- (f) There are existing power lines passing through the opal fields.
- (g) The opinions of the people involved that there is no significant opal mineralisation in the area that would be affected by the proposal.

**Reasons why Council should not consent to mains electricity:**

Reasons that have been frequently cited as to why Walgett Shire Council should not agree to the establishment of mains electricity on the preserved opal fields include:

- (a) Local planning regulations provide exemptions from the need to obtain approval, where a mining camp is built in accordance with the Building Code of Australia and it is directly associated with mining activity, amongst other matters.

However many camp mineral claim holders have ignored the planning regulations and this has resulted in a substantial proportion of the buildings on camp mineral claims being constructed without the appropriate approvals required by the Environmental Planning and Assessment Act 1979.

In general terms the only legitimate buildings on camp mineral claims are those that were constructed directly in association with mining operations or with a formal approval from Council. For this reason, and others, it is suggested that the majority of mining camps are effectively illegal.

- (b) The 'impact' of consenting to individual connections is typically relatively minor. However, there is a compelling argument that by permitting some connections, Council would then be obligated to approve any subsequent requests to ensure equity and consistency. As a result, any decision to support the proposed connection would have a more substantial impact.
- (c) Residents on the opal fields already have a range of power sources available, including diesel and solar power, all of which have been used for a number of decades.
- (d) Any argument that allowing mains power will automatically improve the standard of living for the community is misleading. People's standard of living is primarily and inextricably linked to their income.

Mains power would only be available to those people who are located near a power line and/or can afford the cost of establishing a connection and easement. A significant proportion of camp residents could not afford it and would not be any better off by Council agreeing to allow the people that are 'better off' getting the opportunity to connect to mains power.

- (e) A proliferation of mains power will inevitably reduce access to land for the purpose of opal mining and prospecting, both for professional and amateur opal miners. These miners contribute to the local economy by purchasing goods and services, regardless of whether they are finding opal. This expenditure creates opportunities for others through employment associated with the supply of goods and services, and hence improved standards of living. In this context it can also be argued that mains power will also directly contribute to a reduction in living standards through reducing economic opportunities.
- (f) People have the option of purchasing a block of land in the Lightning Ridge urban area to provide ready access to utilities such as mains power.

The decision to reside on the opal fields is one that has been made by people in the full knowledge that mains power was not available. Furthermore there has never been any suggestion from any government authority, including the Council, that there were plans for it to be provided.

- (g) The primary land use on the Lightning Ridge preserved opal fields for the last 100 years has been opal mining and prospecting. It is expected that this will remain the dominant land use for the foreseeable future.

- (h) Under current circumstances there is no reliable method of determining or predicting where opal mineralisation occurs. The reverse is also true, in that it is essentially impossible to conclusively demonstrate that an area is “mined out”.

In some cases existing open cuts have been reopened on the Lightning Ridge opal fields to expose deeper “levels” and/or to process material that was previously regarded as mullock. Although the interest in underground and open cut mining varies in response to demand for opal, it can be safely said that none of the opal fields near Lightning Ridge have been fully prospected or mined out.

The statement that areas are ‘mined out’ is merely an argument of convenience. Any experienced opal miner would not make such a statement, knowing that one of the most likely locations to discover opal in the future is within and near areas that have been mined previously.

- (i) Power lines, whether above or below ground, will create a hazard to the safety of opal miners, prospectors and others who may inadvertently come into contact with them risking serious injury or death.
- (j) There are existing telephone lines, both above ground and underground, scattered through the Lightning Ridge opal fields. A number of miners have been forced to pay Telstra substantial amounts of money to have these lines moved in the course of excavating open cuts. Power lines would be far more expensive to move and this would present a significant impediment to mining.
- (k) An easement is required to establish a power line. At best this would complicate the administrative processes involved in mineral claim registration in any given area. At worst it will prevent new mineral claim registrations in any given area, thereby sterilising it. The overall network of easements that would be required to establish mains connections to all mining camps would seriously compromise the viability of many opal mining areas.
- (l) The progressive establishment of power lines through the opal fields would mean a significant change in their nature. Walgett Shire Council would be forced to reconsider how the land is zoned, to the extent that a “rural residential” style of zoning would be more appropriate and this would probably include the prohibition of mining in the area.
- (m) No environmental assessment has been completed to determine the cultural and heritage impact of establishing power lines on the Lightning Ridge opal fields. The available information suggests that the impact would be significant and detrimental to the existing values of the area.
- (n) It is inevitable that many residents would regard power as part of an urbanisation process that should continue with the provision of water, public roads, sewerage and garbage services. The cost of providing such services to the unplanned and adhoc network of residences on the opal fields would be substantially greater than doing so within existing urban areas where rates are currently about \$1300 per annum for each lot.

Although periodic requests are already made for such services, the reticulation of power would see a substantial increase in public pressure for their provision. As a contrast, it appears extremely unlikely that the majority of mining camp residents would be willing to pay for the cost of providing these services on a user pays basis.

Walgett Shire Council and other government authorities have an obligation to consider all the factors associated with any decision to agree to mains power and easements. For the reasons outlined previously, such decisions will affect the whole community and the viability of other land uses on and surrounding the preserved opal fields, including tourism, grazing, opal mining and prospecting.

Reactive decision making on the part of Council in complex situations is clearly inappropriate. Accordingly decisions about mains power, and hence future land use, need to be made after the issues have been considered by all government authorities and community stakeholders.

The appropriate way to do this is to encourage all stakeholder groups and individuals to participate in the consultative processes associated with the development of Walgett Shire Council's land use strategy and Local Environmental Plan. Once that process is complete, then the appropriateness of mains power to camp mineral claims, and Western Lands Leases for residential purposes, on the preserved opal fields can be considered in the full light of all the social, land use and planning costs and benefits involved.

### **Relevant Reference Documents:**

- Walgett Shire Council file 260/01/00/00.

### **Stakeholders:**

- Walgett Shire Council, community, mining camp residents.

### **Financial Implications:**

None known

### **Recommendations:**

**That Walgett Shire Council resolve to write to D Fazldeen of the Home Care Service of NSW and state:**

1. **At the present time Council is not agreeing to any request for its support to establish a connection to mains electricity on the preserved opal fields.**
2. **Council may reconsider its position after reviewing the Walgett Shire Growth Management Study and Draft Strategy, which is currently being prepared for public exhibition.**
3. **That the General Manager respond to similar requests in the future by noting the Council's current policy position on the matter, as detailed above.**

**MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL  
MEETING 20 FEBRUARY 2007**

**Item No:** 16

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

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

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

**Summary:**

This report provides a summary of the Development and Complying Development Certificate applications recently dealt with by the Manager Planning and Regulation and General Manager under delegated authority.

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

The following tables 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 2006 and January 2007.

D.A.	DEVELOPMENT	LAND (lot/sec/DP)	ZONING	LOCATION	DECISION	DATE
2006032	Home based family day care centre	32//253488	2. Village	Walgett	Approved	05-Dec-06
2006033	Toilet block	R97865	2. Village	Rowena	Approved	06-Dec-06
2006034	Subdivision to create two lots	4//752261	1. Non-urban	Walgett	Approved	19-Dec-06
2006035	Subdivision to facilitate separation of features on Crown reserves	31//750313, 1//759036, 7002//1051908	2. Village	Walgett	Approved	10-Jan-07
2006036	Additions & alterations to school	2//1060704, 12//759036, 10//759036, 1//621889, 26//580236, 27//586426, 13//759036, 2//621889	2. Village	Walgett	Approved	10-Jan-07
2006037	Relocation of poker machine lounge, new verandah & refurbishment	1/10/758612	2. Village	Lightning Ridge	Approved	15-Jan-07
2006038	Erect patio cover to rear of club house	31//750313 (R69987)	2. Village	Walgett	Approved	25-Jan-07
2007001	Upgrade to external signage	111/778049	2. Village	Lightning Ridge	Approved	30-Jan-07
2007002	Change of use from miners camp to dwelling	27//803512	2. Village	Lightning Ridge	Approved	30-Jan-07

## SHIRE OF WALGETT – AGENDA

C.D.C.	DEVELOPMENT	LAND (lot/sec/DP)	ZONING	LOCATION	DECISION	DATE
2006039	Construct new dwelling	46//837866	2. Village	Lightning Ridge	Approved	3-Jan-07
2006040	Construct new dwelling	47//837866	2. Village	Lightning Ridge	Approved	3-Jan-07
2006041	Construct new dwelling	72//845063	2. Village	Lightning Ridge	Approved	3-Jan-07
2006042	Construct new dwelling	9//837866	2. Village	Lightning Ridge	Approved	3-Jan-07
2007001	Construct new veranda	180//1076808	2. Village	Lightning Ridge	Approved	30-Jan-07
2007002	Erect front fence 1200mm high	30//30504	2. Village	Walgett	Approved	12-Jan-07
2007003	Erect a garage	29//253488	2. Village	Walgett	Approved	12-Jan-07
2007004	Construct toilet/shower extension and new storage shed	35//753926	2. Village	Burren Junction	Approved	19-Jan-07
2007005	Replace side and front fence	2//218709	2. Village	Walgett	Approved	30-Jan-07

### 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 2006 and January 2007.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 17

**Subject:** Water Meters

**Author:** Alan Nelson – Manager Engineering

**File No:** 175/03/03/00

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**Summary:**

This report recommends that, in the absence of subsidy from the NSW Government, that Council considers the provision of funds in the 2007/08 budget for the unsubsidised supply and installation of water meters throughout all town and village water supplies in Walgett Shire.

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

Council had previously sought, and gained, inclusion on a priority list for funding subsidy to provide and install water meters throughout Walgett Shire where town water supply schemes are present. Recent advice from the Department of Energy, Utilities and Sustainability, which administers the Country Towns Water Supply and Sewerage Programme, suggests that the likelihood of Council receiving subsidy for water meters in 2007/08 is remote at best. They have indicated that neighbouring Narrabri Shire, which is also seeking subsidy for the same reason, has elected to proceed, in the absence of subsidy from the Country Towns Water Supply and Sewerage Programme, with the installation of water meters. Further enquiries have revealed that Narrabri received a grant of \$227,273 from the Australian Water Fund (Community Water Grants) towards the installation of meters on the basis that this initiative would save 575 megalitres of water per annum. It is reasonable to presume that a well constructed application from Walgett could also attract funding from this source. Applications for Round Three funding will be invited in the first half of 2007.

In the absence of water meters, and associated water charges based upon consumption, it is considered that Council has little prospects for success in efforts to make the general population more conscious of water conservation. Last year, the very poor response to the offer of heavily subsidised water saving showerheads is evidence of this.

It is suggested that Council should follow the example of Narrabri and strive to install water meters in the absence of subsidy from the NSW Government. To wait for subsidy would see the installation deferred indefinitely, something which is considered to be unacceptable. The preliminary budget for 2007/08 should be prepared on the basis of Council fully funding the installation of water meters throughout all water supplies in Walgett Shire. If an application to the Australian Water Fund is successful, this will reduce the cost to Council of this initiative, however it will still remain an expensive, but essential, exercise. It should be noted that water charges are not subject to rate pegging which applies to general and some other rates.

**Relevant Reference Documents:**

- Council File No 175/03/03/00
- Council File No 255/05/06/00

**Stakeholders:**

- Walgett Shire Council
- Ratepayers connected to town water supplies
- NSW Government
- Department of Energy, Utilities and Sustainability

**Financial Implications:**

Not known at this stage. Would be available to be considered in conjunction with preliminary budget discussions for 2007/08.

**Recommendation:**

1. **That Council, in the likely absence of subsidy from the NSW Government, considers the provision of funds in the 2007/08 budget for the unsubsidised supply and installation of water meters throughout all town and village water supplies in Walgett Shire.**
2. **That an application be made to the Australian Water Fund for installation of water meters when the Round Three funding is invited later in 2007.**



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 18

**Subject:** Five Year Road Plan

**Author:** Alan Nelson – Manager Engineering

**File No:** 250/12/00/00

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**Summary:**

This report incorporates much of a previous report which was deferred from Council's December 2006 meeting. This deferral was made because of significant impacts upon the Five Year Road Plan, which stem from the announcement that Council has secured substantial funding for Regional Road No 457 under the Strategic Regional Programme.

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

A draft form of the Five Year Road Plan, for the period 2006/07 to 2010/11 has been advertised and several submissions have been received in response to this. The submissions received were as follows :

Carinda Precinct Committee – request that priority for upgrading and sealing be given to the Carinda end of Regional Road No 333, rather than the current plan which provides for successive extension of the seal from Walgett. They request this on the basis that, providing they can travel to the junction with Shire Road No 31 (Gungahman Road) the opportunity of reaching Walgett in times of wet weather is enhanced by using what is known locally as the 'red road'. This request is seen as reasonable and the draft plan should be amended accordingly.

Ms Jude Costello – requests that the Collarenebri to Mungindi Road receives more favourable treatment in the Five Year Plan and specifically asks that the additional Roads to Recovery allocation of \$838,000 for 2006/07 be split three ways between Regional Road No 333 (Walgett-Carinda), Regional Road No 329 (Burren Junction-Collarenebri) and Regional Road No 457 (Collarenebri-Mungindi) rather than the present split between Regional Roads Nos 333 and 329. This submission was made prior to the announcement that Regional Road No 457 has been successful in gaining \$2.1 million from the Strategic Regional Programme. Council must match these funds with \$900,000 from its own sources.

Rowena Precinct Committee – requests that gravelling of school bus routes be given a higher priority in the plan. There is little scope to introduce gravelling of school bus routes into the plan, other than at the expense of either road reforming projects or by reducing the extent of initial sealing works proposed. Reforming has been introduced to improve the basic serviceability of local roads and positive feedback has been received for works undertaken to date.

Initial sealing of three regional roads is repeatedly requested by local groups, accordingly, if this work was scaled back to allow for gravelling of school bus routes, complaints could be anticipated. Whilst I can appreciate the need to provide all weather roads to local schools, I cannot see how this can be reasonably introduced into the plan at the present time.

Mr Chris Priestley – requests that Shire Road No 40 (Mullins Swamp Road) be upgraded to all weather standard. He also urges that, when bridges are replaced, the replacement structure should be flood free. Upgrading of Shire Road No 40 is partially to be achieved through reforming much of its length, however no allowance has been made for gravelling. As with the school bus routes mentioned above, this could only be achieved by eliminating other projects from the plan.

The funding of Regional Road No 457 under the Strategic Regional Programme has significant implications for the Five Year Road Plan, because of the requirement to provide \$900,000 towards this project from Council's own funds. The plan presented with this report provides for these funds to be allocated in two parts, \$450,000 each in 2007/08 and 2008/09. The funds in 2007/08 are to be provided by deleting the dust suppression work on Regional Road No 457 and reducing reforming work on shire roads by \$150,000. The funds in 2008/09 are to be provided by deferring sealing of Cumborah streets by a year and again reducing reforming work on shire roads by \$250,000. The funding of two other regional roads, which were also the subject of applications under the Strategic Regional Programme (Regional Roads Nos 329 and 333) has not been changed.

A separate report has been presented to this meeting of Council regarding the Timber Bridge Partnership Programme, formally known as the Timber Bridge Replacement Programme. Any funding allocation provided under this programme will necessitate a further review of the Five Year Road Plan. However, at this stage, there are no firm indications of any funding which may come to Council from this programme. It is not considered appropriate that the Five Year Road Plan be again deferred pending the clarification of any effects that the Timber Bridge Partnership Programme may have.

### **Relevant Reference Documents:**

- Draft Five Year Road Plan – 2006/07 to 2010/11
- Letter from Department of Transport and Regional Services
- Submissions to Five Year Road Plan (not attached)

### **Stakeholders:**

- Walgett Shire Council
- Submission Authors
- Roads and Traffic Authority
- NSW Government
- Commonwealth Government

**Financial Implications:**

This plan has been prepared on the understanding that current levels of road funding will not be eroded, nor will they escalate, within the life of the plan. It also presumes that Council will continue current practice of not directing any locally raised revenue (rates) directly into roadworks.

**Recommendation:**

**That Council adopt the draft Five Year Road Plan, as attached to this report, for the period 2006/07 to 2010/11.**

**Attachment – Five Year Road Plan**

**FIVE YEAR ROAD PLAN**

Funding for road projects comes from a number of sources. Five main sources are included in this road plan and, whilst there may be opportunities to access funds from other sources from time to time, it would be unrealistic to incorporate projects into this plan on the basis of utilising funds from sources that are unlikely to eventuate. These main sources are as follows ;

Block Grant – an annual lump sum made available by the State Government through the RTA for Council to undertake works (maintenance and development) on regional roads. The total available funds shown below is not equal to the Block Grant as much of this allocation needs to be retained for routine maintenance activities, such as grading, patching, resealing etc, which are not included in this plan.

REPAIR Programme – a dollar for dollar programme made available by the State Government through the RTA for Council to undertake works (development or rehabilitation) on regional roads. Council is not assured of gaining funds from this programme, however, on the basis of past performance it has been included as the prospects are at least reasonable. There is an upper limit of \$300,000 to be granted and matching funds are normally taken from the Block Grant.

Timber Bridge Replacement Programme – this state programme was originally due to commence in July 2005, but was deferred for a year and was subsequently abandoned. The State Opposition had pledged to fund it if they win the next State Election, due in early 2007. The State Government has also indicated the programme would be reintroduced, however there is no information available at present which would allow the programme to be included in this plan.

FAG (Road Component) Grant – is made available annually by the Commonwealth Government for expenditure on local roads. The size of the grant is determined by a formula and, like the Block Grant, the total available funds is not equal to the grant, as it too must take into account routine maintenance activities.

Roads to Recovery Grant (2) – this is a four year programme which commenced last year. It is made available by the Commonwealth Government for expenditure on roads of any category, however the Commonwealth would prefer to see it spent on local roads. It has been included in the fifth year of this plan on the assumption that it will be continued after it expires in three years time, much the same as the original programme was.

Strategic Regional Programme – Council has received an allocation of \$2.1 million for Regional Road No 457, which must be matched with \$900,000 from Council's own funds. These matching funds can be taken from the Block Grant or Roads to Recovery (2). All funds must be acquitted by the end of 2008/09.

**Year One – 2006/07**

Assumed Available Road Funds - \$3,026,000

Comprising

Block Grant - \$800,000

REPAIR Programme - \$250,000

FAG (Road Component) Grant - \$300,000

Roads to Recovery Grant - \$838,000

Supplementary Roads to Recovery Grant - \$838,000

**Projects**

1. Regional Road No 333 (seal 15km to 21.5km from Walgett towards Carinda) - \$1,169,000 (includes \$250,000 from REPAIR Programme)
2. Regional Road No 329 (seal 50km to 55km from Collarenebri towards Burren Junction) - \$719,000
3. Regional Road No 402 (heavy patch selected sections between Walgett and Cumborah) - \$300,000
4. Regional Road No 7516 (gravel sheeting of selected sections) - \$200,000
5. Shire Roads (reforming of selected road lengths) - \$388,000
6. Walgett (town) – sealing of selected road shoulders - \$250,000

**Year Two – 2007/08**

Assumed Available Road Funds - \$3,188,000

Comprising

Block Grant - \$800,000

REPAIR Programme - \$300,000

FAG (Road Component) Grant - \$200,000

Roads to Recovery Grant - \$838,000

Strategic Regional Programme - \$1,050,000

**Projects**

1. Regional Road No 333 (seal 49.6km to 55.6km from Walgett towards Carinda) - \$850,000 (assumes \$300,000 from REPAIR Programme)
2. Regional Road No 457 (seal length to be selected) - \$1,500,000
3. Shire Roads (reforming of selected road lengths) - \$338,000
4. Sealing of village streets in Burren Junction - \$200,000
5. Shire Road No 57 – Construction of new bridge over Milchome Creek (Epping Bridge) - \$300,000

**Year Three – 2008/09**

Assumed Available Road Funds - \$3,288,000

Comprising

Block Grant - \$800,000

REPAIR Programme - \$300,000

FAG (Road Component) Grant - \$300,000

Roads to Recovery Grant - \$838,000

Strategic Regional Programme - \$1,050,000

**Projects**

1. Regional Road No 333 (seal 55.6km to 60.2km from Walgett towards Carinda) - \$700,000 (assumes \$300,000 from REPAIR Programme)
2. Regional Road No 329 (seal 55km to 57.1km from Collarenebri towards Burren Junction) - \$300,000
3. Shire Road No 103 (Selected lengths from Burren Junction towards Pilliga – seal for dust suppression) - \$250,000
4. Regional Road No 457 (seal length to be selected) - \$1,500,000
5. Shire Road No 57 - Construction of new bridge over unnamed watercourse (1<sup>st</sup> Epping Bridge) - \$200,000
6. Shire Roads (reforming of selected lengths) - \$338,000

**Year Four – 2009/10**

Assumed Available Road Funds - \$2,238,000

Comprising

Block Grant - \$800,000

REPAIR Programme - \$300,000

FAG (Road Component) Grant - \$300,000

Roads to Recovery Grant - \$838,000

**Projects**

1. Regional Road No 333 (seal 21.5km to 25.7km from Walgett towards Carinda) - \$600,000 (assumes \$300,000 from REPAIR Programme)
2. Sealing of village streets in Cumborah - \$200,000
3. Regional Road No 202 (gravel resheeting of selected lengths) - \$150,000
4. Shire Road No 101 (gravel sheeting of selected lengths) - \$150,000
5. Shire Roads (reforming of selected lengths) - \$488,000
6. Regional Road No 7716 (gravel sheeting of selected lengths – Pilliga end) - \$350,000
7. Regional Road No 329 (seal 57.1km to 59.2km from Collarenebri towards Burren Junction) - \$300,000

**Year Five - 2010/11**

Assumed Available Road Funds - \$2,138,000

Comprising

Block Grant - \$800,000

REPAIR Programme - \$300,000

FAG (Road Component) Grant - \$200,000

Roads to Recovery Grant - \$838,000

**Projects**

1. Regional Road No 333 (seal 25.7km to 29.9km from Walgett towards Carinda) - \$600,000 (assumes \$300,000 from REPAIR Programme)
2. Shire Roads (reforming of selected lengths) - \$388,000
3. Regional Road No 426 (gravel sheeting of selected lengths) - \$350,000
4. Sealing of village streets in Carinda - \$200,000
5. Shire Road No 79 - replace timber deck at bridge over Pagan Creek - \$200,000
6. Regional Road No 457 (Selected length from Collarenebri towards Mungindi - seal for dust suppression) - \$100,000
7. Regional Road No 329 (seal 59.2km to 61.3km from Collarenebri towards Burren Junction) - \$300,000



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
---------------------------------------------------------------------------

**Item No:** 19

**Subject:** Walgett Levee

**Author:** Alan Nelson – Manager Engineering

**File No:** 175/03/02/00

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**Summary:**

This report briefs Council on a number of matters related to the rehabilitation of the Walgett Town Levee. It seeks covering approval for action taken in agreeing to the reallocation of funds, previously accepted by Council for this project, on the basis that Council is not in a position to spend these funds by 30 June 2007.

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

In November 2006, Council carried the following resolution :

1. That Council accepts the offer of \$800,000 from the Minister for Natural Resources for the Walgett Levee Rehabilitation project.
2. That \$210,000.00 be made available from restricted funds and that the remaining \$190,000.00 is considered in the 2007/2008 Estimates of Income and Expenditure.

Since this time it has become evident that the project has not advanced at a rate whereby this \$1,200,000 (including the \$800,000 funding referred to above) will be spent in the current financial year. Council has been contacted by the Department of Natural Resources, with a request that Council agree to the reallocation of these funds to another Council in a position to spend the money. The Department adds that progress in the current financial year would not be impeded as State funds could provide for pre-construction activities for which the Department of Commerce will be seeking payment for.

To agree to the request from the Department of Natural Resources does not represent a loss to Council as the funds can almost certainly be reallocated in 2007/08 to match the anticipated progress of the project. A commitment to this effect has been given as the timing to submit an application for funding in 2007/08 did not permit the matter to be held over to the February 2007 meeting of Council. Covering approval to this action would be appreciated.

The application for funds in 2007/08 has again sought the waiving of a local contribution (normally one third) on the basis of local hardship. Given the deepening of the drought and the greatly increased media coverage this is now receiving, it is hoped that the application for waiving the local contribution, which was rejected in 2006/07, will be successful.

**Relevant Reference Documents:**

- Council File No 175/03/02/00
- Council Minute No 326/06 – November 2006

**Stakeholders:**

- Walgett Shire Council
- NSW Government
- Commonwealth Government
- Department of Natural Resources
- Department of Commerce

**Financial Implications:**

Council has \$210,000 restricted funds for this project, which can be carried over into 2007/08 if they are required at that stage. In the event that the application for waiving the local contribution is unsuccessful for the construction phase of the project, substantial pressure will be placed upon Council's budget for 2007/08 and 2008/09.

**Recommendation:**

**That Council note the current situation with respect to the Walgett Levee Rehabilitation project and that covering approval be given to action taken in agreeing to a request from the Department of Natural Resources to release funds made available for this project in 2006/07 to other projects.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
---------------------------------------------------------------------------

**Item No:** 20

**Subject:** Carinda Swimming Pool

**Author:** Alan Nelson – Manager Engineering

**File No:** 280/04/06/00

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**Summary:**

This report recommends that income received from season tickets and casual admission to Carinda Swimming Pool be retained in Carinda for expenditure within the village area.

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

Whilst Council undertakes routine maintenance at the Carinda Swimming Pool, the handling of pool entry, as well as the collection and receipting of admission charges is handled by Mrs Toni Woods of the Carinda Store. Mrs Woods undertakes this work as a community service for which she receives no remuneration. To her credit, she is happy to see this situation continue.

Prior to the current swimming season the Carinda Pool was managed by the Carinda Pool Committee, however this committee has been dissolved because of administrative difficulties. Whilst this Committee was in operation, Council's part time maintenance worker in Carinda was responsible for basic pool maintenance, something which continues this season. Pool income was retained by the Committee and spent on the pool.

Under current arrangements, income collected by Mrs Woods would normally be returned to Council, however it is suggested that the income from the pool be retained in Carinda for the Carinda Precinct Committee to spend as they see fit within the village area, giving priority to the needs of the Carinda Swimming Pool. The Carinda community is quite active in terms of self help, a recent example being some painting undertaken at the pool, with Council supplying the materials.

Admission charges for Carinda Pool are substantially lower than any other pool within the Walgett Shire, however Mrs Woods believes that any decision to increase charges would be poorly received, particularly at the present time given the drought. Accordingly, total income from the Carinda Swimming Pool is fairly modest at a little under \$1,000 per annum.

**Relevant Reference Documents:**

- Council File No 280/04/06/00 (not attached)

**Stakeholders:**

- Walgett Shire Council
- Carinda Precinct Committee
- Mrs Toni Woods

**Financial Implications:**

Financial implications are insignificant. The current budget, which was framed at the time the pool income did not flow to Council, makes no allowance for revenue from Carinda Swimming Pool. Accordingly, any decision to allow the income to remain in the village will not adversely affect Council's budget.

**Recommendation:**

1. **That Council allow the income received from admission charges to the Carinda Swimming Pool to remain with the Carinda Precinct Committee for expenditure within the Carinda village area, giving priority to needs at the Carinda Swimming Pool.**
2. **That the Precinct Committee be required to submit a report annually as to the expenditure of any income received from the swimming pool facility.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
---------------------------------------------------------------------------

**Item No:** 21

**Subject:** Grazing Permits – Public Roads

**Author:** Alan Nelson – Manager Engineering

**File No:** 105/03/01/01

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**Summary:**

This report recommends a number of standard conditions, which are felt to be appropriate where Council's concurrence to the issue of a stock permit by the Rural Lands Protection Board covering a public road is required.

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

Section 101 of the Rural Lands Protection Act 1998 authorises the appropriate Rural Lands Protection Board to issue stock permits over travelling stock reserves and public roads. In the case of public roads, permits to graze stock cannot be issued without the concurrence of the local roads authority.

Landholders will typically seek the use of road reserves for grazing purposes in times of drought and, whilst Council should show compassion in such circumstances, this compassion must be balanced by an approach which does not allow environmental degradation within the road reserve that can easily occur as a result of overgrazing. As the Rural Lands Protection Board receives the income from the issue of grazing permits, it is considered reasonable that they also be responsible for ensuring that this environmental degradation does not occur.

When the Rural Lands Protection Board approaches Council, seeking its concurrence to the issue of a stock permit on a public road within Walgett Shire, the following standard conditions are considered appropriate :

1. That stock not be allowed to remain unsupervised within a fenced road reserve at any time.
2. That stock be removed from the road reserve at night.
3. That signs, warning of the presence of stock on the road, be erected at both approaches to the site where the stock are located.
4. That the road reserve be not overgrazed (in the opinion of the Rural Lands Protection Board) such that environmental degradation will occur.
5. That the concurrence of the landholder(s) fronting the section of public road which is subject to the stock permit be obtained.
6. That any damage or disturbance to roadside furniture (signs, guideposts etc) be restored at the time of leaving the site.

## **SHIRE OF WALGETT – AGENDA**

7. Council shall be indemnified against all claims which may arise from the presence of stock within the road reserve.
8. That the concurrence of the Roads and Traffic Authority also be obtained where a permit relates to any of the State Highways within Walgett Shire.

### **Relevant Reference Documents:**

- Rural Lands Protection Act 1998

### **Stakeholders:**

- Walgett Shire Council
- Walgett Rural Lands Protection Board
- Roads and Traffic Authority (where highways are involved)
- Landholders
- Permit Applicants

### **Financial Implications:**

Not Applicable

### **Recommendations:**

**That Council adopt the following standard conditions, when concurrence is sought to the issue of a stock permit covering a public road within Walgett Shire for which Council is the local authority :**

1. **That stock not be allowed to remain unsupervised within a fenced road reserve at any time.**
2. **That stock be removed from the road reserve at night.**
3. **That signs, warning of the presence of stock on the road, be erected at both approaches to the site where the stock are located.**
4. **That the road reserve be not overgrazed (in the opinion of the Rural Lands Protection Board) such that environmental degradation will occur.**
5. **That the concurrence of the landholder(s) fronting the section of public road which is subject to the stock permit be obtained.**
6. **That any damage or disturbance to roadside furniture (signs, guideposts etc) be restored at the time of leaving the site.**
7. **Council shall be indemnified against all claims which may arise from the presence of stock within the road reserve.**
8. **That the concurrence of the Roads and Traffic Authority also be obtained where a permit relates to any of the State Highways within Walgett Shire.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 22

**Subject:** REPAIR Programme – 2007/2008

**Author:** Alan Nelson – Manager Engineering

**File No:** 180/07/00/00

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**Summary:**

This report is presented to inform Council of the initial assessment of project proposals submitted for consideration in the 2007/08 REPAIR Programme.

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

Last year, Council submitted three (3) projects for possible funding under the 2007/08 REPAIR Programme. This programme provides for rehabilitation and improvement works on Regional Roads. The three projects were assessed as follows :

Regional Road No 329 (Burren Junction-Collarenebri) – 21 points

Regional Road No 333 (Walgett-Carinda) – 26 points

Regional Road No 457 (Collarenebri-Mungindi) – 19 points

Not all projects submitted by Councils are funded and the allocation of points is done to establish priorities for funding. At this stage, it is not known how many points will be needed to see a project secure funding in 2007/08, however, on the basis of previous years experience, the funding prospects for Regional Road No 333 appear sound. The prospects for the other two roads appear remote. However, given the fact that Council is required to match funds made available under this programme dollar for dollar, Council would struggle to fund more than one project. In any case, an overall limit of \$350,000 applies to all Councils.

It is unlikely that Council will learn whether any of the abovementioned projects have been funded from the 2007/08 REPAIR Programme before May 2007 when the State Budget for 2007/08 is announced.

**Relevant Reference Documents:**

- Applications for REPAIR Programme funding (not attached)
- RTA Assessment of Project Proposals (not attached)

**Stakeholders:**

- Walgett Shire Council
- Roads and Traffic Authority

**Financial Implications:**

Council will be required to match any funding made available under the 2007/08 REPAIR Programme and this is normally achieved from its Block Grant for works on Regional Roads.

**Recommendation:**

**That Council note the results of the initial RTA assessment of project proposals submitted for funding from the 2007/08 REPAIR Programme.**



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 23

**Subject:** Request for Road Graveling

**Author:** Alan Nelson – Manager Engineering

**File No:** 006/05/03/44

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**Summary:**

This report recommends that a short section of road, known locally as Lower Wee Waa Street, Walgett, be gravelled to provide all weather access to Mrs J Schneider. A contribution towards the cost is also recommended on account of the fact that there is very limited public benefit flowing from this work.

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

A request has been received from Mrs J Schneider that Council gravel a short length (170 metres) of Lower Wee Waa Street from the sealed road leading into the Walgett Showground to her property entrance. She indicates that the present road surface does not permit use in wet weather.

As can be seen on the attached plan, neither the road leading into the Walgett Showground, nor the road length for which graveling is requested, is contained within a formal road reserve. Accordingly, it is considered that, in the absence of a resolution of Council, staff have no authority to expend funds on the section of road for which graveling has been requested.

It should be emphasised that Council does not have an obligation to provide all weather access to anyone. It could be reasonably argued that people who choose to live outside the established urban areas do so in the knowledge that access issues may arise from time to time. Obviously, it would be completely unaffordable if Council sought to provide all weather access to all ratepayers. The financial implications in the sparsely settled rural areas would be overwhelming. However, in this situation, a relatively short section of gravel (170 metres) will provide substantially improved access. However, given the fact that Mrs Schneider is virtually the sole beneficiary of this work, a 50% contribution towards the cost is not considered unreasonable.

Lot 111 DP 750291 is owned by Council, whereas Lot 112 DP 750291 is owned by Mrs Schneider. As the road largely traverses land owned by Council, it is not considered unreasonable to provide a four (4) metre wide gravel surface, 150mm thick, without establishing a formal road reserve at this time. The cost of establishing the road reserve would probably exceed the cost of a modest gravel surface over this short length of road. A very short section of this road length on the western end appears to be already contained within a road reserve.

**Relevant Reference Documents:**

- Request from Mrs J Schneider (not attached)

**Stakeholders:**

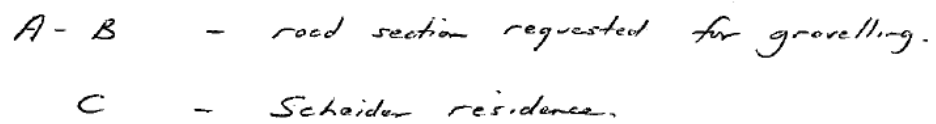
- Walgett Shire Council
- Mrs J Schneider

**Financial Implications:**

The cost to provide a short section of gravel, as requested, is estimated to be \$3,000. The recommended Council contribution of \$1,500 can be provided from the budget allocation for Urban Roads (Unsealed).

**Recommendation:**

**That Council provide a gravel surface, at an estimated cost of \$3,000, along the road known locally as Lower Wee Waa Street, from its intersection with the road leading into the Walgett Showground to the entrance gate leading into the property “Hillview” owned by Mrs J Schneider, subject to Mrs Schneider meeting 50% of the cost.**



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 24

**Subject:** Rubbish Tip – Come-By-Chance

**Author:** Alan Nelson – Manager Engineering

**File No:** 185/02/00/00

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**Summary:**

This report brings to Council's notice, a number of issues pertaining to the Rubbish Tip at Come-by-Chance.

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

A request has been received from a landholder who lives adjacent to the Rubbish Tip at Come-by-Chance, asking that Council takes action to clean up wind blown debris surrounding the tip, as well as seeking the co-operation of people using the tip to avoid this type of problem reoccurring.

No reference to Come-by-Chance Rubbish Tip is present in Council's current Management Plan and it would appear that routine maintenance is undertaken by local district volunteers on an informal, perhaps ad-hoc, basis. The facility has been established some years ago on a Travelling Stock Reserve and the local Rural Lands Protection Board advises that this was done with the concurrence of the Board subject to Council fencing the area and keeping it tidy. Whilst records staff could not locate a written copy of any agreement, I have no reason to suspect that such an agreement was never in existence. Council has not complied with this agreement, as the area has not been maintained in a tidy condition, nor has any fencing been erected. However, to be fair to current staff, there has been no awareness of this agreement hence the fact that the facility is not even acknowledged in the current Management Plan.

Action has been taken to clean up wind blown debris that is spreading from the site. Similarly, letters have been written to district residents, urging them to deposit rubbish in such a way that wind blown debris will cease to be a significant issue in the future. If problems with litter leaving the site continue, Council may need to consider closing the tip at an earlier time than would otherwise be considered. However, the closure of this tip, and the establishment of a waste transfer station, is something that will need to be undertaken at some future time.

Fencing of this tip site needs to be undertaken to keep faith with the Rural Lands Protection Board, however the absence of a suitable budget prevents the work being done in the current financial year. Provision for this fencing, together with very basic tip maintenance, needs to be considered in the context of the preliminary 2007/08 budget discussions.

**Relevant Reference Documents:**

- Letter from Mrs H Allerton

**Stakeholders:**

- Walgett Shire Council
- Walgett Rural Lands Protection Board
- Come-by-Chance District Residents

**Financial Implications:**

Relatively minor clean up costs will be incurred this year, for which no budget has been provided. Further works will be deferred until an adequate budget has been made available in 2007/08.

**Recommendation:**

**That Council note the current situation relating to the Come-by-Chance Rubbish Tip, the need to undertake an immediate clean up of windblown debris and the deferral of other works for consideration in 2007/08.**

Attachment - Rubbish Tip, Come-By-Chance

"Glenada"

Come-by-Chance 2832

4-1-07.

The Walgett Shire Health Dept.

Fox ST.

Walgett. 2832.

To whom it may concern,

My concern is the state of the Come-by-Chance rubbish tip. Rubbish is dumped into this tip from as far as Kenderdi (Pellsga way) to Gungah Bridge (Walgett way), sometimes with up to 4-6 bins on a trailer.

Do the Shire ever take a drive Come-by-Chance way to inspect this "tip"? The rubbish is blowing out over the T.S.R. & possibly into the village, as it enters our paddock & my garden fence - even to cardboard cartons & fibre glass boxes.

It appears the rubbish is not being dumped in garbage bin bags - it's tipped loosey into the tip. When it rains, certain ones in the area burn the tip, but with fire bans, the rubbish is blowing out over the paddocks.

Is there any person in charge of this tip?

As older residents of the district, we still have pride in the disposing of our rubbish & feel others should be drawn into this, to do the same.

Roadside rubbish bins would never cope with the rubbish delivered.

Awaiting your reply.

H. E. Allerton

(Helen Allerton)

P.S. A dog biscuit bag has blown down my driveway as I sign this letter!

H.E.

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 25

**Subject:** Timber Bridge Partnership Programme

**Author:** Alan Nelson – Manager Engineering

**File No:** 190/02/04/01

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**Summary:**

This report briefs Council on the re-introduction of the Timber Bridge Replacement Programme under another name and suggests that Council submits proposals to replace bridges over Pian Creek on Regional Road No 329 near Burren Junction and over the Castlereagh River on Regional Road 333 between Walgett and Carinda.

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

The NSW Government has re-established the Timber Bridge Replacement Programme, with funding of \$60 million provided over a three (3) year period. A small number of bridges have been funded in the current financial year, however it is anticipated that the majority of funds will flow in 2007/08 and 2008/09. The programme has been renamed and is now known as the Timber Bridge Partnership Programme.

Council has been invited to nominate projects for funding consideration. Funds provided need to be matched dollar for dollar by Council. Council's funds would normally be provided from the Block Grant. It must be appreciated that the Block Grant is not sufficiently large that it could fund, in the one year, a road construction project from the REPAIR Programme, as well as a bridge replacement project from the subject programme. With this in mind, the views of the Carinda and Rowena Precinct Committees have been sought as to whether they would prefer to see road works or bridge replacement projects given priority.

Council has eight timber bridges which are eligible for consideration under this programme, these being :

1. RR329 (Burren Junction-Collarenebri) – Pian Creek
2. RR333 (Walgett-Carinda) – Cumberland Creek
3. RR333 (Walgett-Carinda) – Castlereagh River
4. RR402 (Walgett-Cumborah) – Sparkes Warrambool
5. RR402 (Walgett-Cumborah) – Big Warrambool
6. RR7516 (Carinda-Brewarrina) – Black Swamp
7. RR7716 (Walgett-Pilliga) – Unnamed Creek
8. RR7716 (Walgett-Pilliga) – Wangan Creek

## **SHIRE OF WALGETT – AGENDA**

The Carinda Precinct Committee considers the bridge over the Castlereagh River should be afforded a high priority, however they consider the other two bridges in the Carinda area (Cumberdoon Creek and Black Swamp) should not be replaced at the expense of roadworks on the Walgett to Carinda Road.

At the time of writing this report, a response had not been received from the Rowena Precinct Committee.

The Roads and Traffic Authority advise that prioritisation of project proposals for this programme will be undertaken in a manner similar to that used for the REPAIR Programme. However, whereas the REPAIR Programme is prioritised on a regional basis, the Timber Bridge Partnership Programme will be prioritised across the state. Given the fact that available funds across the state would be insufficient to replace all timber bridges in the initial three year programme life, it is considered that the only bridges which are considered to have a realistic opportunity of funding are the bridge over Pian Creek on Regional Road No 329 and the bridge over the Castlereagh River on Regional Road No 333. Accordingly, it is suggested that applications be submitted for these two bridges only at this stage.

### **Relevant Reference Documents:**

- Council File No 190/02/04/01 (not attached)
- Letter from Roads and Traffic Authority
- Timber Bridge Partnership Programme - Guidelines

### **Stakeholders:**

- Walgett Shire Council
- Roads and Traffic Authority
- NSW Government

### **Financial Implications:**

Any project which is funded under the Timber Bridge Partnership Programme will require a 50% contribution from Council, which would normally be funded from the Block Grant. No direct financial implication to locally raised revenue is anticipated.

### **Recommendation:**

**That Council submit applications for replacement of bridges over Pian Creek on Regional Road No 329 and Castlereagh River on Regional Road No 333 under the Timber Bridge Partnership Programme.**



Attachment – Timber Bridge Replacement



File No 07MS285  
Yasas de Silva

Walgett Shire  
Council  
RECD

10 JAN 2007

5 January 2006

FILE:  
190/02/04/01

LETTER No:

15204

REFER:

AEN

COPY:

STM per NRD.

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

Dear Sir/Madam

I refer to the Premier's announcement on 28 October 2006, and the letter from the Minister for Roads dated 15 December 2006, concerning the commencement of the Timber Bridge Partnership program. This program will target the upgrading of the structural capacity of timber bridges on regional roads given the high maintenance liabilities that are currently associated with them.

Please find enclosed a copy of the Program Guidelines that will apply, together with a Project Proposal Form that should be submitted in respect of each bridge eligible for inclusion in the program.

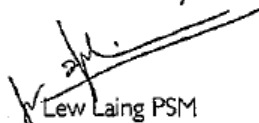
The program will commence immediately and will run over a period of three years. All projects will receive consideration on a priority rating basis in accordance with the assessment criteria, as shown on the Project Proposal Form.

To allow consideration of all eligible bridges, it is requested that all council Proposal Forms be submitted as soon as possible and in any case, no later than 30 June 2007. It is intended that funding for higher priority projects will be released progressively over coming months, and a full schedule of bridges successful for inclusion within the program will be provided as soon as possible after final submissions are assessed. However, councils are encouraged to submit their proposals as soon as possible as the earlier proposals are received the earlier an approval can be given and work can commence.

Councils who have already applied for funds under 2007/2008 REPAIR program for timber bridges need to resubmit their proposals under this program.

Further enquiries relating to this program should be directed to Yasas de Silva (02 6861 1464).

Yours faithfully

  
Lew Laing PSM  
Regional Manager  
Western

Roads and Traffic Authority



51-55 Currajong Street  
Parkes NSW 2870

PO Box 334 Parkes NSW 2870  
DX 20256 Parkes

T 131 782

[www.rta.nsw.gov.au](http://www.rta.nsw.gov.au)

### Timber Bridges Partnership

#### Program Guidelines

- The Program will address Council managed timber bridges on Regional Roads in both Sydney and rural areas and will target upgrading of their structural capacity given the high maintenance liabilities associated with these bridges.
- The Government will provide 50% of the actual cost of upgrading or replacing the timber structures to current standards.
- Councils are encouraged to use funds other than Block Grants for their contribution. REPAIR Program funding will not be permitted, except in the case of approach works where the total cost of those approach works exceeds \$200,000.
- The Program will be prioritised on a state wide basis by the RTA, in consultation with councils, on the basis of bridge condition, usage, strategic route importance, contribution to safety, council's willingness to contribute to the cost of the project, and equity across Councils and the State.
- Engineering designs conforming to current Australian Bridge Design Standard AS5100 are to be utilised, commensurate with road function and usage.
- Any additional costs to provide significant upgrades to number of lanes, flood immunity, bridge levels, or standard of approach alignment in respect of council managed bridges will be borne by the council.
- The upgrading of single lane bridges to two lanes where justified by traffic volumes, in accordance with Australian Bridge Design Standard AS5100, will be eligible under the program.
- Costs to tie in bridge approaches will be eligible – the RTA's assistance under the Program will be limited to a total of \$100,000 on a dollar for dollar basis. REPAIR Program funds may be used to fund approach works in excess of \$200,000.
- Councils will be responsible for delivery of their bridges subject to approval of the scope of works and advice on availability of funding from the RTA's Regional Manager. Any variation to the approved scope or funding of the project is to be agreed with the Regional Manager.
- Cooperation between councils in planning and procurement will be encouraged, as will be packaging of works to gain efficiencies and economies of scale.
- Timber bridges that have been upgraded to current engineering standards for the entire structure will not be eligible. Some "timber" bridges will be ineligible where they have modern timber components. These include bridges that are primarily concrete and have timber girders insulated from environmental attack or have new stress laminated timber with a long lifespan. Bridges with concrete decks placed over old timber substructures which remain vulnerable to risks of load deficiency will be eligible.
- Project proposals are to be submitted by Councils to the RTA Regional Manager who will arranged for their endorsement by the Regional Council Consultative Committee and incorporation into the Statewide priority schedule for the approval of the RTA's Director, Network Planning, Road Maintenance and Traffic Management.

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 26

**Subject:** Collarenebri Swimming Pool

**Author:** Alan Nelson – Manager Engineering

**File No:** 280/04/06/00

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**Summary:**

This report relates to a request from the Licensee of the Collarenebri Pool that Council purchase an automatic pool cleaner which they have acquired, as well as consider waiving house rental over the off season when they will not be living in the pool house.

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

A request has been received from the operators of the Collarenebri Swimming Pool that Council gives consideration to :

1. Reimbursement of the purchase cost of an automatic pool cleaner.
2. Waiving of the house rental for the off season period on the basis that they will not be occupying the pool house.

This request has been placed before Council because the agreements that the pool operator has entered into with Council (Licence Agreement for the Pool and Lease Agreement for the House) do not automatically provide for the outcome sought by the operator.

The Licence Agreement refers in Schedule 2 (Fixtures and Equipment) to a Pool Vacuum Cleaner, as an item of plant supplied by Council. This is a manually operated cleaner, something the operator was keen to move away from. Given the fact that, some two years ago, Council purchased an automatic cleaner for Walgett Pool (following a failure of the manual cleaner which had been provided), the request from the Collarenebri operator seems fair and reasonable. However, there are no funds available in the current budget to purchase this machine from the operator and it is considered that provision to make this purchase should be included in the 2007/08 budget. The cost of the machine is \$4,078.56. The unit was imported directly from the United States, however spares and service are available in Australia. The operator is very happy with the unit and considers it produces a far superior finish to the manual cleaner which it has replaced.

The Housing Lease Agreement provides for a weekly rental of \$54. It does not distinguish between swimming season and off season. The operator indicates they would vacate the house at the end of the swimming season and could remove their furniture making the house available for lease to another party during the off season.

At this time, the prospects for a short term lease over the off season, to allow Council to maintain its budgeted income, are unknown. The weekly rental for the former pool operator, who left Collarenebri last year, was \$100 per week, however this applied over the swimming season only. One of the factors, taken into consideration in determining a lower rental, was the fact that the Licence Agreement did place some obligation on the Licensee to maintain the grounds over the off season. The current operator considers that this obligation does not require their full time residence in Collarenebri over the off season. The Housing Lease Agreement does provide for the premises to be sub-leased, with Council's agreement. Accordingly, it is suggested that Council not waive the rental for the time the pool operator is not living in the house, but allow for a sub-lease over this period and actively support the pool operator in seeking a suitable tenant for the off season period.

### **Relevant Reference Documents:**

- Written request from Pool Licensee (not attached)
- Licence Agreement – Collarenebri Swimming Pool (not attached)
- Housing Lease – 6 George Street (not attached)

### **Stakeholders:**

- Walgett Shire Council
- Licensee – Collarenebri Swimming Pool

### **Financial Implications:**

There are no financial implications for the current budget. However, this report does recommend a course of action which would require Council expenditure in 2007/08.

### **Recommendations:**

1. **That Council consider the provision of funding in 2007/08, to permit the purchase of an automatic pool cleaner from the operator of the Collarenebri Swimming Pool at a cost of \$4,078.56.**
2. **That Council not waive rental of the house provided for the operator of the Collarenebri Swimming Pool but agree to the sub-lease of the premises to a suitable tenant over the off season if this can be achieved.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:** 27

**Subject:** Burren Junction Bore Baths

**Author:** Alan Nelson – Manager Engineering

**File No:** 005/03/02/00

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**Summary:**

This report briefs Council on the current position regarding the Bore Baths at Burren Junction.

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

Subsequent to a meeting between representatives of Council, Department of Natural Resources, Burren and Drildool Bore Water Trust Districts, Council's Administrator and Manager Engineering met with the Minister for Natural Resources in his Sydney Office on 19 January last. At this meeting, the Minister was presented with three basic options relating to the future of the Burren Junction Bore Baths, which are now temporarily closed in accordance with the agreement reached with the Burren Bore Water Trust a little over two years ago. These options were :

1. Allow the facility to remain closed indefinitely.
2. The 'heated swimming pool' option which, from Council's perspective is unaffordable, both from a capital cost and ongoing operational cost perspective.
3. The 'smaller natural pool' option which is expected to be more affordable from Council's perspective.

The Minister agreed with Council that indefinite closure was to be avoided, given the popularity of the facility and the strong social/health benefit that was associated with it. Council advised the Minister that, from Council's perspective, the 'heated swimming pool' option was unaffordable both from the initial capital cost but also the very high recurrent operating costs. Concern was expressed at the degree of acceptance of this option by the traditional user. These doubts have only increased with a subsequent letter from a Newcastle based club which has been a user for many years. The Minister did not give any indication that the NSW Government would fund this option and, even if he did, it was stated that the ongoing operational costs were something Council was keen to avoid.

## **SHIRE OF WALGETT – AGENDA**

The Minister appeared to be of the view that the third option, despite its shortcomings, was the only viable alternative at this time. This option, which would see a reduced continuous flow through a smaller pool, supplemented with a flow through a heat exchanger located in the pool and then onto the two Bore Trust Districts will see waste water from the pool stored in an evaporation basin.

It is acknowledged that this is not the optimum solution from an environmental perspective and the Bore Trustees are not supportive of it. However, it would seem that they are now accepting of the political reality and have requested that Council continue to search for an acceptable secondary use for the waste water from the bore baths.

At this stage, the affordability to Council of the third option is still unclear. This will become clearer by meeting date, by which time a tender should have been received for the design and construction of the amended pool and associated equipment. To this cost will need to be added the cost of acquiring land for the evaporation basin, the cost of constructing the evaporation basin and the cost of piping waste water from the heat exchanger to the adjoining Bore Water Trust Districts.

In the event that the cost still exceeds Council's budget, it is considered that Council should renew efforts to seek a contribution from the NSW Government towards the capital costs. Whilst it is acknowledged that the facility does bring limited economic benefits to Burren Junction, the reality is most users are attracted by the unregulated, inexpensive time they can spend there. Most users, perhaps as high as 90%, are non residents of Walgett Shire and the facility should be regarded as a regional, if not state, attraction for which levels of government, other than local government, should assist with the redevelopment cost.

### **Relevant Reference Documents:**

- Submission to Minister for Natural Resources (delivered on 19 January 2007)
- Letter from Burren Bore Water Trust
- Letter from Newcastle Lapidary Club

### **Stakeholders:**

- Walgett Shire Council
- NSW Government
- Commonwealth Government
- Department of Natural Resources
- Burren Bore Water Trust
- Drilool Bore Water Trust
- Users of Burren Junction Bore Baths
- Burren Junction Community

### **Financial Implications:**

Unknown at the time of writing this report. Will become clearer at meeting day after tenders have closed for pool redevelopment (design and construct).

**Recommendation:**

**That Council note this report and consider its contents in conjunction with a late report, to be presented to Council after tenders for the redevelopment of Burren Junction Bore Baths have closed and have been assessed.**

Attachment – Burren Junction Bore Baths

## **BURREN JUNCTION BORE BATHS**

### **History**

In December 2004 Council and the Burren Bore Water Trust reached an agreement whereby the waste water from the bore baths would not be permitted to flow into the network of open bore drains after December 16, 2006. Council was not the initiator of this agreement but accepted the need to make more effective use of the Great Artesian Basin (GAB) water resource. This date has now passed and the free flow into the baths has been shut off, effectively rendering the baths inoperable for the time being.

Council has been accused of not acting quickly enough or pro-actively enough to see the facility operate post 16 December 2006 with minimal inconvenience. Whilst these accusations are understandable, they do not recognise the effort and expense that Council has incurred in search of a solution which balances the environmental requirements, the water conservation measures required and the reasonable expectations of the many users of the facility.

Council sought and obtained a Community Water Grant of \$50,000 from the Commonwealth, with an expectation that virtually all waste water from the baths could be saved by a reinjection process into the GAB from where the water was obtained in the first place. However, a study by an expert in the field revealed that the risks associated with this methodology were too great and this concept was abandoned.

Council looked into the disposal of waste water from the baths to the two adjoining Bore Water Trust Districts. However, the problem here is that their water demand is lowest in winter, when the requirement for water through the baths is highest, therefore not allowing the pool temperature to be maintained.

A local irrigator expressed some interest in taking the waste water and mixing it with surface water held in a large off river storage, however this interest was lost after Council engaged the Department of Primary Industries to test the water and provide an agronomical report to the landholder. It has been widely accepted that a continued irrigation application of this water on land will eventually see the land degraded to the point that it has no value for agriculture.

The concept, which was presented to the Burren Junction community in early December, saw a need to rely heavily on supplementary heating to achieve a satisfactory bathing temperature. This concept, which essentially was a heated swimming pool arrangement with mineral water sourced from the GAB appears to be unaffordable from Council's perspective. Council had called for expressions of interest from companies with the necessary expertise and experience in swimming pool and spa design and construction, however the indicative cost is over three times the budget (\$250,000) that Council has allocated to this project. In any case, even if the State and/or Commonwealth was willing to meet most or all of this redevelopment cost, Council could not justify the recurrent operating costs including general maintenance, heating, disinfection and filtration. Another potential difficulty here



would be the level of acceptance of users. Present users seem to be drawn to Burren Junction because of the fact that the facility is a natural pool and its operation is unregulated. The level of acceptance of a 'heated swimming pool' is unknown. To spend the best part of a million dollars as well as an ongoing operational commitment of perhaps \$50,000 per year would be a risky proposition, particularly if user acceptance is questionable.

### **The Three Options**

Option One is to close the facility permanently, however, this will be disregarded as it is not a solution that either Council or the State Government should pursue.

The second option is essentially that which was presented to the Burren Junction community and which is outlined above. This would see some 2.1 litres/second of water drawn from the GAB, passing through a heat exchanger and then piped on to the two (Burren and Drildool) Bore Trust Districts. This would provide relatively little heat and a heavy reliance on artificial heating (electricity ?) would be required. Recirculated water in the pool would need to be filtered and disinfected to comply with standards applicable to heated swimming pools. The baths would no longer be a 'natural pool'. From Council's perspective, this option is unaffordable, both from a redevelopment perspective but also from an ongoing perspective.

The third option sees the 'natural pool' retained with a smaller size and waste water directed (at lower volumes) into an adjoining evaporation basin. With this option, two (2) litres/second would flow through the pool and into the evaporation basin for eight (8) months of the year – the volume through the pool would be increased to three (3) litres/second for the four coldest months, when use of the baths is generally greatest. An additional 2.1 litres/second through a heat exchanger and then piped to the Bore Trust Districts may also be part of this option. It would be included more to keep faith with the Trustees rather than the value of the heat that it would provide. The total volume of waste water passing into the evaporation pond from the baths would be about 73.6 megalitres. Given the social value of the baths, as evidenced from the many hundreds of letters which Council has received from those concerned of closure rumours, this amount of water is seen a small price to pay to retain the facility in a form that users will accept. The smaller pool size may be an issue at the most popular times, however I am sure users will adapt to this, given the bleak alternative. On the basis of rainfall and evaporation records for the area, an evaporation basin of five (5) hectares in surface area will be sufficient. Council believes that this amount of land could be easily acquired conveniently located near the baths.

Council has held preliminary discussions with a person who has an established aquaculture enterprise in nearby Narrabri. This person appears quite enthusiastic about the potential of introducing aquaculture as a user of some of the waste water from the baths, as per the third option above. However, aquaculture is not a simple development as has been suggested by some and Council would not wish to link an aquaculture development directly with the baths redevelopment. However, as a second stage to the evaporation basin, it seems to have potential.

### **The Views of Others**

At a meeting between numerous stakeholders last week, the desirability of seeking a meeting with the Minister for Natural Resources was discussed. All present agreed that it was a worthy objective and a meeting was initially sought with representatives of Council, the Department of Natural Resources, the Burren Bore Water Trust and the Drildool Bore Water Trust all present. The meeting is proceeding without some of these stakeholders, however their views are being presented here.

The Department of Natural Resources would prefer to see the second option proceed, however they recognise that it is unaffordable from Council's perspective and feel it is unlikely that the State Government would accept an ongoing liability for the facility. They are not particularly adverse to the third option, particularly if the evaporation basin is lined (if necessary) to eliminate any risk of contamination of surrounding country.

The Burren Bore Water Trust is also preferring to see the second option and would only accept the third option if the alternative was closure. They appear to be less comfortable with the third option than the Department of Natural Resources. They believe the bore baths should be considered in the same context as all the landholders in terms of piping bore drains and conserving water.

The Drildool Bore Water Trust would also prefer option two but recognises that it is unaffordable and financially unsustainable.

Both Trusts, whose members are largely Walgett Shire ratepayers, do not believe the ratepayer should have to pay for this facility as the local economy gains little from the facility which is used by visitors to the Shire in the main.

### **Summary**

Option Two saves the most water and is the soundest environmentally. However, it comes at a huge cost, substantially beyond the capacity of Council both from a redevelopment and ongoing perspective. Council could not proceed with this option without very significant financial undertakings from the State Government. This option leaves questionable the degree of user acceptance of the redeveloped facility.

Option Three does consume (waste) some water from the GAB, however this is considered modest when related to the social benefits of the baths. The annual water consumption is much less than one day's summer evaporation from any of the large river dams throughout the State (eg Keepit Dam on the Namoi River) damage to the environment is eliminated if the evaporation basin is seen to need lining. Some economic benefit could accrue over time if aquaculture can be satisfactorily developed.

**NEWCASTLE LAPIDARY CLUB INC.**

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President: Gary Winter  
02 49689530

Hon. Secretary: Bill Phillips  
02 49544142

29-1-07

YOUR REF.No AN;AN;022/19/01/49  
DATED 23 OCT.2006

Mr ALAN NELSON MANAGER ENGINEERING,

DEAR SIR,

AS A FOLLOW UP TO MY LETTER TO THE SHIRE ON THE ABOVE DATE,I RECEIVED YOUR REPLY WHICH SEEMED SATISFACTORY AT THE TIME .SINCE THEN I HAVE RECEIVED A COPY OF A LETTER SENT TO Mr IAN SLACK-SMITH MP, MEMBER FOR BARWON AT WEE WAA FROM IAN MACDONALD MLC. ON 2ND NOVEMBER,2006 IN WHICH HE OUTLINES THE INTENTIONS OF THE GOVERNMENT AND THE BORE TRUST.

AT A MEETING HELD APPROX.13<sup>th</sup> DECEMBER 2006 BETWEEN THE COUNCIL,BORE TRUST AND RESIDENTS OF BURREN JUNCTION,IT WAS STATED THAT THE POOL WILL BE COVERED ? WONT THAT COOL THE WATER DOWN ? AND IT IS TO BE HEATED WITH A HEAT EXCHANGER.

WILL THE AMOUNT OF HOT WATER FROM THE BASIN BORE THAT WILL BE REQUIRED TO KEEP A HEAT EXCHANGER WORKING EFFICIENTLY BE MUCH DIFFERENT TO THE QUANTITY THAT WOULD BE USED FROM AN OPEN BORE PIPE,NOTING NOW THAT THE POOL WILL BE MUCH SMALLER ? I SPEAK REGARDING THE THE HEAT EXCHANGER AS A PERSON WHO HAS 15 YEARS EXPERIENCE ON BOILERS AND SWIMMING POOL HEAT EXCHANGERS.

THE OTHER BENEFIT OF DIRECT WATER HEATING IS THAT IT WOULD STILL BE MINERAL WATER RATHER THAN CHEMICALLY TREATED RECYCLED WATER

I ASK FOR A REPLY TO THIS LETTER IN CASE I HAVE BEEN MISINFORMED BY A LOCAL POOL SUPPORTER IN BURREN JUNCTION,AND I WILL BE ATTEMPTING TO TAKE A DEPUTATION TO TAMWORTH,TO SEEK REASSURANCE FROM Mr PETER CHRISTMAS,A/ DIRECTOR WATER MANAGEMENT IMPLEMENTATION AT THE D.N.Rs OFFICE .

YOURS SINCERELY  
W.J.PHILLIPS SECRETARY

*W.J. Phillips*

Walgett Shire  
Council  
REC'D

1 FEB 2007

FILE:

022/19/01/49

LETTER No:

181  
REFER:

AEN.

COPY:



E-MAILED

## SHIRE OF WALGETT – AGENDA

Burren and Drildool Bore Trust Districts

Contact: Chairman, Tony Hall  
C/- Department of Natural Resources  
P O Box 550  
Tamworth NSW 2340

Phone: 0267646809  
Mobile: 0428658076  
E Mail: Tony.Hall@dnr.nsw.gov.au

The General Manager  
Attention: Mr Allen Nelson  
Director, Engineering Services  
Walgett Shire Council  
P O Box  
Walgett NSW

Subject: Burren Bore Baths

Dear Allen

The subject of the baths and their future existence in a modified form has been extremely topical and subject to much inter-action between numerous parties, specifically your Council, the Community of Burren Junction and importantly the Burren Bore Trust District and to a somewhat lesser degree, the Drildool Bore Trust District.

We would like to take this opportunity to acknowledge Councils commitment to address the Burren Trust's desire to terminate the discharge of free flowing artesian water into the bore drain distribution system in December 2006.

Regretfully there has been a continual inability to come to a resolution that involves both a closed system and adequate public facility. The Trusts wish to express our disappointment in the following matters:

- That the Council, after a verbal agreement with Trustees to pursue a joint approach to State Government went ahead without involving any community and or Trustee representatives whilst understanding the circumstances.
- That the Council are not prepared to pursue a closed pool option
- That Council are not willing to uphold its commitment to the Burren Junction Community and Trustees that a closed system would be installed as per public meeting at Burren Junction December 2006
- That Council are not prepared to release costing with regard to a closed system
- That after 3 years of knowing that the future of the Bore Bath facilities needed addressing Council are willing to accept and implement an environmentally inadequate system

In summary The Trusts are not prepared to support Option 3, on the basis that the option presents environmental outcomes that are abhorrent to the principals of the Cap and Pipe Program. Landholders of the two Bore Trust Districts associated with the Burren Bore Baths have spent \$4 million of their own dollars to achieve a positive environmental outcome and therefore find Option 3 to smack of double standards.

## SHIRE OF WALGETT – AGENDA

As you are aware the trusts are most reluctant to agree to a 75 megalitres per year evaporation pond. We do not see this as an acceptable long term solution due to the waste of water and the build-up of salts. We would however be prepared to allow this option as an interim measure for a limited time period while a more acceptable solution is found. We also wish to be indemnified against recall of subsidies funding provided thus far for not honouring our original agreement.

We propose the evaporation pond should have a time span of not more than five years. During that time third party uses for the water should be thoroughly investigated. The trusts would take a positive view of a third party use that would bring extra social and economic activity to the town and district provided the environmental concern is addressed. If after 5 years a satisfactory third party use is not found the closed system pool would be the only acceptable alternative.

Please do not hesitate to contact us to further discuss aspects of the letter, if needs be.

Yours sincerely and on behalf of:

Andrew Slack Smith – Burren Bore Trust District  
Roger Sendall – Burren Bore Trust District  
Richard Slack Smith – Drilool Bore Trust District  
David Shorter – Drilool Bore Trust District

Tony Hall.  
Chairman.  
Bore Trust Districts.

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
---------------------------------------------------------------------------

**Item No:** 28

**Subject:** Walgett Water Supply

**Author:** Alan Nelson – Manager Engineering

**File No:** 195/02/00/00

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**Summary:**

This report advises Council that an application for financial assistance, to undertake works to improve the security of Council's Walgett Water Supply, has been successful. A dollar for dollar grant of \$330,000 has been made available to undertake specified capital works.

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

Council resolved in November 2006 to note the submission of a grant application to the NSW Government for drought subsidy funding to take steps to improve the security of Council's town water supply in Walgett. An application was submitted in early November 2006, in an amount of \$660,000, to undertake river intake augmentation works as well as construct a trunk main to allow the artesian bore to be utilised as an additional source of supply for Walgett.

This application has been approved on a dollar for dollar basis, which is the normal funding arrangement for such a situation. The Minister for Water Utilities, the Hon David Campbell MP, has issued a press release relating to this grant, however at the time of writing this report correspondence from his department is yet to be received. In view of the urgency of the works, pre-construction activities have been commenced.

A further, and more detailed, report on this matter will be presented to Council's March 2007 meeting.

**Relevant Reference Documents:**

Council Minute No 328/06 – November 2006 (not attached)  
Ministerial Press Release  
Council File No 195/02/00/00 (not attached)

**Stakeholders:**

Walgett Shire Council  
NSW Government  
Department of Energy, Utilities and Sustainability

**Financial Implications:**

As this grant has been made on a dollar for dollar basis, \$330,000 will need to be funded from the Walgett Town Water Supply Fund.

**Recommendation:**

**That Council note the success of an application to the NSW Government, to secure funding to improve the security of the Walgett town water supply.**



## Media Release

### David Campbell MP

Minister for Water Utilities  
Minister for Small Business  
Minister for Regional Development  
Minister for the Illawarra

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#### **NSW GOVERNMENT HELPS SECURE WALGETT'S WATER**

State Plan Priority E1: A secure and sustainable water supply for all users

February 14, 2007

NSW Water Utilities Minister, David Campbell today announced the Lemna Government is providing \$330,000 to help give the Walgett community a more secure water supply.

"Like many towns across country NSW, Walgett has suffered from the prolonged drought," Mr Campbell said.

"This NSW Government funding for emergency drought works will help Walgett Shire Council with its efforts to give the community a sustainable water supply.

"Work is expected to be completed by March and will ensure essential water supplies are maintained for the 1,800 residents of the Shire."

The residents of Walgett rely on the Namoi River and supplement this with ground water supplies.

Walgett Shire Council is improving the river intake at Walgett as well as providing new pipelines to the water treatment plant and reservoir.

"The proposed emergency works will significantly improve the town's access to water in the Barwon River and will also provide greater flexibility in supplementing the town's supply with artesian water."

Mr Campbell said the NSW Government funding was part of the \$918 million Country Towns Water Supply and Sewerage Program.

"The Country Towns Water Supply and Sewerage Program has provided more than \$1 million a week to local water utilities, benefiting more than one million people in regional areas," Mr Campbell said.

ALP Candidate for Barwon, Meryl Dillon today welcomed Lemna Government funding for the project.

"Premier Morris Lemna's State Plan has set as a priority, providing secure and sustainable water supply for all users and the NSW Government is working hard with country towns and villages across rural and regional NSW to meet emergency needs during the worst drought on record," Ms Dillon said.

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For further information: Ingrid Piper 0417 662 739



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
---------------------------------------------------------------------------

**Item No:** 29

**Subject:** Walgett Pre School and Long Day Care Centre

**Author:** Kaye Stone – Asset Officer

**File No:** 145/09/03/00

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**Summary:**

This report recommends that the Lease between Walgett Shire Council and Walgett Pre School and Long Day Care Inc to operate on Lot 20 Section 41, DP 759036, be executed under seal of the Council.

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

Council acquired Lot 20 Section 41 DP759036 commonly known as the Walgett Scout Hall reserve to be used for the erection of Walgett Pre School and Long Day Care Centre in 2006.

The new premises were constructed by Walgett Pre School and Long Day Care Inc with the project being managed by Council. The construction of the new premises was completed on the 31 January 2007 and opened its doors on the 12 February 2007. The new Walgett Pre School and Long Day Care Centre is designed to cater for 50 children and is licensed to care for 39 children.

To date, Council has provided the Walgett Pre School and Long Day Care Inc with a two year interest free loan of \$350,000.00 to assist with the capital costs associated with building the new facility.

In consultation with the Walgett Pre School and Long Day Care Inc and the Department of Community Services, Walgett Shire Council has been advised that the minimal term required for the Lease is 20 years.

**Relevant Reference Documents:**

- Draft Lease

**Stakeholders:**

- Walgett Shire Council
- Walgett Pre School and Long Day Care Inc
- Walgett Shire Community

**Financial Implications:**

The term of the Lease being 20 year with annual rental income of \$4,800.00 reviewed annually in line with the Consumer Price Index.

**Recommendation:**

**That the General Manager and Administrator be authorised to sign and affix the Council Seal to the lease between Walgett Shire Council and Walgett Pre School and Long Day Care Centre to operate a long day care facility on Lot 20 Section 41 DP 759036 for a period of twenty years with annual rental charge of \$4,800 to be varied annually in line with the Consumer Price Index.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 20 FEBRUARY 2007</b>
---------------------------------------------------------------------------

**Item No:** 30

**Subject:** 101 Fox Street, Walgett

**Author:** Kaye Stone – Asset Officer

**File No:**

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**Summary:**

This report recommends that the building located at 101 Fox Street, (Lot 81, DP 713774) Walgett be demolished and the site be eventually sold as vacant land.

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

Council is looking to address the beautification of the Walgett main street and this includes derelict buildings and shops. It is considered that Council should be setting a good example and should address the presentation of 101 Fox Street, Walgett known locally as 'The Hub'.

In the past twelve months Council has had many reports of vandalism to this property. It now has all windows and doors boarded up and is in a very poor state.

It has been identified that the northern boundary fence line does not sit on the lot boundary. This should be rectified prior to any sale of the property.

As indicated in the attached inspection report, Council have four options:

1. Building to be made habitable and suitable office use - \$20,000.00
2. Building to be refurbished for use as Council staff housing - \$90,000.00
3. Building to be prepared for sale - \$10,000.00
4. Building to be demolished and sold as vacant land - \$18,000.00

Council has no need for this building as office space, accordingly there is no merit in option one.

The cost of refurbishing the building for use as staff housing is considered excessive.

To undertake minimal repairs and then offer the property for sale is considered to be a riskier option than demolition and subsequent sale.

**Relevant Reference Documents:**

- Inspection Report

**Stakeholders:**

- Walgett Shire Council

**Financial Implications:**

The four options presented to Council range in cost from \$10,000.00 to \$90,000.00. The recommended option will cost \$18,000.00. This would need to be charged against the appropriate asset maintenance account.

**Recommendations:**

1. **That Council demolish the building at 101 Fox Street, Walgett and the site be sold as vacant land after it has been reclassified as operational land.**
2. **That Council relocate the northern boundary fence to the lot boundary.**

**Attachment 101 Fox Street Walgett**

L.S:

18<sup>th</sup> January 2007

**INSPECTION REPORT  
101 Fox Street - Walgett**

To: Emma Darcy.

As requested an inspection was carried out on 18<sup>th</sup> January 2007 to ascertain the condition of the existing Council owned dwelling at the above address.

The dwelling concerned is constructed of timber frame (Cyprus Pine) and is clad externally with weatherboard and asbestos cement sheeting. Windows are generally double hung type timber framed with aluminium framed windows to the extensions at the rear. The roof appears sound being constructed of timber rafters and corrugated galvanised iron.

The original dwelling had verandahs on three sides, two of which have been enclosed to form additional rooms. These together with a narrow addition at the rear of the dwelling enabled the building to be used as a doctor's surgery. Internal lining of the building appears to be of asbestos cement sheeting.

The building has not been occupied for some years and has been subject to vandalism and natural deterioration most of which is external. Internally the building appears to be in a sound condition.

**For this building to be made habitable** it would be necessary to carry out maintenance as follows:

1. Service all window mechanisms and replace all glazing, after removing all protective hoardings and security mesh.
2. Replace all flywire screens.
3. Check and service all electrical wiring, electrical fittings and fixtures.
4. Check all plumbing and drainage fittings and fixtures, including the HWS and repair broken pipe connections.
5. Repair damaged door jambs and replace all locks and door furniture.
6. Replace damaged front and rear doors.
7. Clean all floor coverings.
8. Repair electrical meter box.
9. Inspect and repair roof and guttering. (No apparent leaks detected)
10. Repair clothes line.
11. Repair fence on Southern boundary and relocate fence correctly on the North boundary.
12. General site cleanup.

**Estimated cost:** <\$20,000

**For the building to be refurbished for use as Council staff housing**, it would be necessary to carry out works in addition to items 1-6 & 8-12 above including:

1. Remove extensions to the rear of the dwelling and reinstate rear entrance.
2. Refit kitchen, bathroom and laundry with new fittings, fixtures and finishes.
3. Replace floor coverings.
4. Clean down and repaint all internal and external surfaces.
5. Replace electrical meter box.

## SHIRE OF WALGETT – AGENDA

6. Replace light fittings throughout.
7. Repair base brickwork at front of dwelling.
8. Demolish verandah enclosures and reinstate original verandahs including flywire mesh screens. (Original frames remain intact)
9. Replace as necessary damaged verandah flooring and screen frames.
10. Remove existing defunct AC units and make good wall surfaces.
11. Provide top soil to front and rear yards and turf as applicable..
12. Replace roof guttering and downpipes.
13. Arrange for a termite inspection and treatment if necessary.
14. Replace clothes line.
15. Repair and service front fence and gates.
16. Relocate Northern boundary fence to correct boundary location.

**Estimated cost: \$85,000 - \$90,000**

**For the building to be prepared for sale,** it would be necessary to carry out the following works:

1. Remove all security hoardings and mesh screening.
2. Repair Southern boundary fence.
3. Relocate Northern boundary fence to correct boundary location.
4. Service window mechanisms and replace all glazing.
5. Replace all flywire screens.
6. Repair. damaged door jambs and replace all locks and door furniture.
7. Replace damaged front and rear doors.
8. Repair meter box.
9. General clean up of site.

**Estimated cost: <\$10,000**

**Note: The Northern boundary fence line is located several metres inside the Title boundary of the property, thus the requirement to relocate the fencing.**

### **Recommendation:**

Given that Council has no immediate need for this particular building, it is recommended that it be disposed of to alleviate any additional and unnecessary maintenance costs. To facilitate it's sale it is therefore recommended that works listed above be carried out prior to sale.

Len Smyth  
Health & Building Surveyor.

Enc: Photos of building.  
Property plan

**COMMITTEE MINUTES TO COUNCIL MEETING 20 FEBRUARY 2007**

**Item No:** 31

**Subject:** Walgett Shire Consultative Committee Minutes – 4 October 2006

**Author:** Walgett Shire 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, 4 October 2006 in the Walgett Council Chambers, commencing at 3.10pm.

**1. PRESENT**

Peter McHutchinson	Chairperson
Michael Woodham	Deputy Chairperson
Bronwyn Newton	Secretary
Janet Babic	Management Representative
John Radman	Committee Member
Ian Taylor	LGEA Representative
Len Smyth	DEPA Representative

3.20pm	Roy White	Management Representative
3.30pm	Stephen McLean	Management Representative

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

**2. MINUTES**

The Minutes of the Consultative Committee Meeting held on Wednesday, 6<sup>th</sup> September 2006 were confirmed, with no amendments required:

**3. BUSINESS ARISING**

**Caravans**

Mr Terry Dray, United Services Union advised the committee that he had briefly spoken to Mr Alan Nelson, Manager Engineering and a member of the Occupational Health & Safety committee regarding the Caravan issue. Terry Dray was advised by Alan that the Occupational Health & Safety committee meeting had been moved to 16<sup>th</sup> October 2006 therefore this matter had not been discussed by the OH&S Committee members.

Bronwyn Newton, Consultative Committee secretary confirmed that a letter had been sent to the OH&S Committee, General Manager, Manager Engineering and Engineer Works requesting urgent action to be taken.

Terry advised to download the WorkCover guidelines – Amenities in the workplace, to research what is required for lunch rooms as this is not covered in the Local Government State Award.

**CSO (Finance)**

Terry Dray, United Services Union advised the committee of potential wording to replace current wording of General Accountabilities, Point 9 “Perform other duties as directed” to

read “Perform other duties as directed within the skill range of the employee” on the Customer Service Officer (Finance) Position Description.

**RECOMMENDATION:**

It was recommended that the current wording of General Accountabilities, Point 9 “Perform other duties as directed” be replaced with “Perform other duties as directed within the skill range of the employee” on the Customer Service Officer (Finance) Position Description.

**4. GENERAL BUSINESS**

**Economic Development Officer**

The position description for Economic Development Officer was submitted for endorsement by the committee. It was advised that the position is to be endorsed by Council to be included into Council’s Organisational structure under the Manager Corporate Services.

Coordinator Human Resources, Mrs Bronwyn Newton will advise the committee the grading of the position once it is evaluated through the Oo-soft system. The committee was also advised that this position would be on a term contract and it is anticipated that funding will be sourced externally.

Discussion was held regarding why this position is being created and what tasks they will be dealing with. Stephen McLean, General Manager informed the committee that this position has been recognised by the Administrator, Mr Vic Smith and relevant managers as an essential position to assist the Walgett Shires economic growth and project development.

The committee discussed the proposed Economic Development Officer position description and requested that following amendments:-

Essential Criteria- Add point -“Demonstrated ability to address functions and forums”.

General Accountabilities Point 9 should read “Perform other duties as directed within the skill range of the employee”.

**RECOMMENDATION:**

It was recommended that the Consultative Committee endorse the position description of Economic Development Officer, with amendments to:-

Essential Criteria- Add point -“Demonstrated ability to address functions and forums”.

General Accountabilities – Point 9 to read “Perform other duties as directed within the skill range of the employee”.

**Aboriginal Liaison Officer**

The position description for Aboriginal Liaison Officer was submitted for endorsement by the committee. It was advised that the position is to be endorsed by Council to be included into Council’s Organisational structure under the Manager Corporate Services.



Coordinator Human Resources, Mrs Bronwyn Newton will advise the committee the grading of the position once it is evaluated through the Oo-soft system. The committee was also advised that this position would be on a term contract and it is anticipated that funding will be sourced externally.

Discussion was held regarding why this position is being created and what tasks they will be dealing with. Stephen McLean, General Manager informed the committee that this position has been recognised by the Administrator, Mr Vic Smith and relevant managers to assist by providing a Council representative who will address issues raised by the aboriginal communities and work in conjunction with aboriginal groups/organisations to further develop opportunities.

The committee discussed the proposed Aboriginal Liaison Officer position description and requested the following amendments:-

Objective – should read “Participate in the development, monitoring and review of an Aboriginal Employment program”.

Objective – should read “In partnership with the Aboriginal communities and Aboriginal Organisations/Groups, Develop strategies to address identified needs/issues”.

Responsibilities – Programs and Services – Point 9 should read “Develop and conduct education programs to raise public awareness and support for aboriginal development”.

General Accountabilities – Point 5 should read “Ensure that community development programs are implemented in accordance with Council’s policies, procedures and code of conduct”.

General Accountabilities – Point 9 should read “Ensure that records are maintained in a timely and accurate manner”.

General Accountabilities - Point 9 should read “Perform other duties as directed within the skill range of the employee”.

Essential Criteria – Point 2 should read “Demonstrated knowledge and understanding of Aboriginal heritage, culture and issues within the Walgett Shire”.

Essential Criteria – Point 7 should read “Ability to research, develop reports and address forums on individual plans and projects”.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the position description of Aboriginal Liaison Officer, with the following amendments: -**

**Objective – should read “Participate in the development, monitoring and review of an Aboriginal Employment program”.**

**Objective – should read “In partnership with the Aboriginal communities and Aboriginal Organisations/Groups, Develop strategies to address identified needs/issues”.**

**Responsibilities – Programs and Services – Point 9 should read “Develop and conduct education programs to raise public awareness and support for aboriginal development”.**

**General Accountabilities – Point 5 should read “Ensure that community development programs are implemented in accordance with Council’s policies, procedures and code of conduct”.**

**General Accountabilities – Point 9 should read “Ensure that records are maintained in a timely and accurate manner”.**

**General Accountabilities - Point 9 should read “Perform other duties as directed within the skill range of the employee”.**

**Essential Criteria – Point 2 should read “Demonstrated knowledge and understanding of Aboriginal heritage, culture and issues within the Walgett Shire”.**

**Essential Criteria – Point 7 should read “Ability to research, develop reports and address forums on individual plans and projects”.**

#### **Customer Service Officer (Finance)**

Coordinator Human Resources, Mrs Bronwyn Newton advised the committee for informational purposes only that the Customer Service Officer (Finance) incumbent had terminated her flexible work arrangement by returning to work on a full time basis commencing 25<sup>th</sup> September 2006.

#### **Customer Service Officer (Lands)**

The position description for Customer Service Officer (Lands) was submitted for endorsement by the committee.

The amendment to the position title of Lands Officer to “*Customer Service Officer (Lands)*” is to be endorsed by Council to be recognised on the Council’s Organisational structure under the Assets Officer.

Coordinator Human Resources, Mrs Bronwyn Newton will advise the committee the grading of the position once it is evaluated through the Oo-soft system.

The committee discussed the proposed Customer Service Officer (Lands) position description and requested the following amendments:-

**Responsibilities – Point 2 should read “To act as the booking agent for all bookings of Council facilities within the shire”.**

**General Accountabilities - Point 8 should read “Perform other duties as directed within the skill range of the employee”.**

**Essential Criteria – Point 5 should read “Demonstrated ability to plan and prioritise work within agreed timeframes”.**

**Desirable Criteria – Add Point “Qualification at Tafe Certificate level or higher in Business administration or a relevant field”.**

**RECOMMENDATION:**

It was recommended that the Consultative Committee endorse the position description of Customer Service Officer (Lands), with the following amendments:-

**Responsibilities** – Point 2 should read “To act as the booking agent for all bookings of Council facilities within the shire”.

**General Accountabilities** - Point 8 should read “Perform other duties as directed within the skill range of the employee”.

**Essential Criteria** – Point 5 should read “Demonstrated ability to plan and prioritise work within agreed timeframes”.

**Desirable Criteria** – Add Point “Qualification at TAFE Certificate level or higher in Business administration or a relevant field”.

**Assets Officer**

The position description for Assets Officer was submitted for endorsement by the committee.

Coordinator Human Resources, Mrs Bronwyn Newton will advise the committee the grading of the position once it is evaluated through the Oo-soft system.

The committee discussed the proposed Assets Officer position description and requested the following amendments:-

**Responsibilities** – Point 11 should read “Assist to complete conveyance for Land Acquisitions including negotiation and purchase from the land owner”.

**Responsibilities** – Point 12 should read “Assist with conveyance for Land sold by Council”.

**Essential Criteria** – Point 7 should read “Demonstrated ability to plan and prioritise work within agreed timeframes”.

**RECOMMENDATION:**

It was recommended that the Consultative Committee endorse the position description of Assets Officer, with the following amendments:-

**Responsibilities** – Point 11 should read “Assist to complete conveyance for Land Acquisitions including negotiation and purchase from the land owner”.

**Responsibilities** – Point 12 should read “Assist with conveyance for Land sold by Council”.

**Essential Criteria** – Point 7 should read “Demonstrated ability to plan and prioritise work within agreed timeframes”.

*Note: 4.15pm Stephen McLean departed the meeting*

**Tourism Development Officer**

The position description for Tourism Development Officer was submitted for endorsement by the committee.

Coordinator Human Resources, Mrs Bronwyn Newton advised the committee that the position description had been modified to remove any duties that are included in the proposed Economic Development Officer position description.

The committee discussed the proposed Tourism Development Officer position description and requested the following amendments:-

Reports Directly To: Should read “Manager Corporate Services”.

General Accountabilities - Point 8 should read “Perform other duties as directed within the skill range of the employee”.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the position description of Tourism Development Officer, with the following amendments:-**

**Reports Directly To: Should read “Manager Corporate Services”.**

**General Accountabilities - Point 8 should read “Perform other duties as directed within the skill range of the employee”.**

**GIS Coordinator**

The position description for GIS Coordinator was submitted for endorsement by the committee. It was advised that the position is to be endorsed by Council to be included into Council’s Organisational structure under the Manager Planning & Regulations.

Coordinator Human Resources, Mrs Bronwyn Newton will advise the committee the grading of the position once it is evaluated through the Oo-soft system.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the position description of GIS Coordinator.**

**Union Picnic Day**

Coordinator Human Resources, Mrs Bronwyn Newton advised Peter McHutchison, United Services Union Representative that he would need to write to Council regarding the proposed date for the Union Picnic day to ensure approval is granted.

**Depot Amenities**

Mr Peter McHutchison raised the issue of the depot amenities eg – Showers and lockers. The committee was advised that there are no private facilities for workers to shower and change.

Terry Dray, United Services Union advised that this is not a Consultative Committee issue and that Peter should write to the Occupational Health & Safety Committee.

**There being no further business the meeting closed at 4.30pm**

**Next Meeting of the Consultative Committee Meeting will be held on  
1<sup>st</sup> November 2006 at 3.00pm at the Council Chambers Meeting Room.**

**COMMITTEE MINUTES TO COUNCIL MEETING 20 FEBRUARY 2007**

**Item No:** 32

**Subject:** Walgett Shire Consultative Committee Minutes – 1 November 2006

**Author:** Walgett Shire 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, 1 November 2006 in the Walgett Council Chambers, commencing at 3.10pm.

**1. PRESENT**

Peter McHutchinson	Chairperson
Michael Woodham	Deputy Chairperson
Bronwyn Newton	Secretary
Roy White	Management Representative
Janet Babic	Management Representative
John Radman	Committee Member
Ian Taylor	LGEA Representative
Len Smyth	DEPA Representative

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

**2. APOLOGIES**

Stephen McLean	Management Representative
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**3. MINUTES**

The Minutes of the Consultative Committee Meeting held on Wednesday, 4<sup>th</sup> October 2006 were confirmed, with the following amendment required:

Under Aboriginal Liaison Officer the following point in the body of the text and the recommendation should have a lower case 'd' on develop.

*Objective – should read "In partnership with the Aboriginal communities and Aboriginal Organisations/Groups, develop strategies to address identified needs/issues".*

**4. BUSINESS ARISING**

**Caravans**

Peter McHutchison, Chairperson confirmed a letter had been received from the Occupational Health & Safety Committee, the letter was tabled and read to the committee.

The letter advised that Alan Nelson, Manager Engineering is to consult with the workers that will be using the caravans.

A brief discussion was held on how the Occupational Health & Safety Committee could have written a letter containing a resolution when there was no quorum to hold the meeting. It was advised by Coordinator Human Resources, Mrs Bronwyn Newton that an

official meeting did not take place however the members present discussed this issue to ensure that action is taken as soon as possible.

It was also advised that Greg Leersen, Support Services Coordinator had attended an auction of Caravans/Crib rooms in Warialda and unfortunately reported that these items were not up to standard and were far too expensive.

Greg Leersen, Support Services Coordinator was now looking into quotes from Dubbo on the costs to refurbish the caravans.

Terry Dray enquired if anyone had downloaded the WorkCover guidelines – Amenities in the workplace, to research what is required for lunch rooms as this is not covered in the Local Government State Award. It was advised by Peter McHutchison that Terry had downloaded this material and had given it to Peter McHutchison who has passed it onto Mr David Callander, OH&S Coordinator.

#### **Customer Service Officer (Lands)**

Coordinator Human Resources, Bronwyn Newton notified the committee that the position of Customer Service Officer (Lands) evaluation documents have been processed through the Oo-soft program. The Grade for the Customer Service Officer (Lands) is Grade 8.

#### **Assets Officer**

Coordinator Human Resources, Bronwyn Newton notified the committee that the position of Assets Officer evaluation documents have been processed through the Oo-soft program. The Grade for the Assets Officer is Grade 12.

#### **GIS Coordinator**

Coordinator Human Resources, Bronwyn Newton notified the committee that the position of GIS Coordinator evaluation documents have been processed through the Oo-soft program. The Grade for the GIS Coordinator is Grade 12.

#### **Union Picnic Day**

It was advised that Council had approved the Union Picnic Day to be held on Thursday 9<sup>th</sup> November 2006.

### **5. GENERAL BUSINESS**

#### **Customer Service Officer (Planning & Regulations)**

The position description for Customer Service Officer (Planning & Regulations) was submitted for endorsement by the committee. It was advised that the position description was being modified from the Generic Customer Service Officer position description to a more job specific position description.

Discussion was held on the layout of the position description containing the descriptors expert, solid and basic working knowledge areas. Coordinator Human Resources, Mrs Bronwyn Newton advised that this position description form is what prints from the Oo-soft system.

The committee agreed that we should be using one standard layout for all position descriptions. The layout should contain the position Objective, General Accountabilities, Essential & Desirable Criteria as this layout is more user friendly.

**RECOMMENDATION:**

**It was recommended that the position description of Customer Service Officer (Planning & Regulations) be set out using the standard Position Description layout containing the position Objective, General Accountabilities, Essential & Desirable Criteria.**

**Support Services Coordinator**

The Competency Criteria of Support Services Coordinator was submitted for endorsement by the committee. The following change was made: -

Skill Step Three -

Remove the following point -

*“Superior negotiation and conflict resolution skills”.*

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the competency Criteria for the Support Services Coordinator.**

*Note: 4.08pm Roy White departed the meeting & returned 4.15pm*

*Note: 4.10pm Bronwyn Newton departed the meeting & returned 4.12pm*

*Note: 4.12pm Terry Dray departed the meeting*

**There being no further business the meeting closed at 4.25pm**

**Next Meeting of the Consultative Committee Meeting will be held on  
6<sup>th</sup> December 2006 at 3.00pm at the Council Chambers Meeting Room.**



## COMMITTEE MINUTES TO COUNCIL MEETING 20 FEBRUARY 2007

Item No: 33

Subject: Walgett Shire Consultative Committee Minutes – 6 December 2006

Author: Walgett Shire 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, 6 December 2006 in the Walgett Council Chambers, commencing at 3.10pm.

#### 1. PRESENT

Peter McHutchinson	Chairperson
Bronwyn Newton	Secretary
Janet Babic	Management Representative
Ian Taylor	LGEA Representative
Len Smyth	DEPA Representative

#### 2. APOLOGIES

Stephen McLean	Management Representative
Roy White	Management Representative
John Radman	Committee Member

Observer: Terry Dray – United Services Union

#### 3. MINUTES

The Minutes of the Consultative Committee Meeting held on Wednesday, 1<sup>st</sup> November 2006 were confirmed, with no amendments required:

#### 4. BUSINESS ARISING

##### Resignations – Michael Woodham & Peter McHutchison

Michael Woodham (Deputy Chairperson) resignation from the Consultative Committee was noted and accepted by the Committee.

Peter McHutchison (Chairperson) resignation from the Consultative Committee was noted and accepted by the Committee.

Ms Bronwyn Newton, Secretary advised that she would advertise for nominations for new members. It was also suggested that the consultative committee defer electing a new chairperson and deputy chairperson until the next meeting to allow the new members and the apologies an opportunity to express their interest.

##### RECOMMENDATION:

**Ms Bronwyn Newton, Secretary to advertise for nominations for new members to join the Consultative Committee.**

**Chairperson and Deputy Chairperson to be elected at the next Consultative Committee meeting scheduled for the 10<sup>th</sup> January 2007.**

**IT System Administrator**

The Competency Criteria of IT System Administrator was submitted for endorsement by the committee. The following change was made: -

Skill Step One -

Add the following point

*"Sound understanding and knowledge of Code of Conduct"*

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Competency Criteria of IT Systems Administrator with the following amendment:-**

Skill Step One -

Add the following point

**"Sound understanding and knowledge of Code of Conduct"**

**Customer Service Officer (Finance)**

The Competency Criteria of Customer Service Officer (Finance) was submitted for endorsement by the committee.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Competency Criteria of Customer Service Officer (Finance) with no amendments required.**

**Customer Service Officer (Finance)**

The Competency Criteria of Customer Service Officer (Finance) was submitted for endorsement by the committee.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Competency Criteria of Customer Service Officer (Finance) with no amendments required.**

**Mechanic – Leading Hand**

The Competency Criteria of Mechanic – Leading Hand was submitted for endorsement by the committee.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the Competency Criteria of Mechanic – Leading Hand with no amendments required.**

**5. GENERAL BUSINESS**

**Consultative Committee January 2007 Meeting**

Secretary, Mrs Bronwyn Newton requested that the January 2007 meeting date be moved to the Second Wednesday of January 2007 to allow the return of the committee members from the Christmas break.

**RECOMMENDATION:**

It was recommended that January Consultative Committee meeting date be moved to the second Wednesday of January 2007 (10-01-2007).

Mrs Bronwyn Newton, Secretary to provide a timetable to all committee members of the scheduled meeting dates.

There being no further business the meeting closed at 3.40pm

Next Meeting of the Consultative Committee Meeting will be held on  
10<sup>th</sup> January 2007 at 3.00pm at the Council Chambers Meeting Room.

<b>REPRESENTATIVE REPORTS TO COUNCIL MEETING 20 FEBRUARY 2007</b>
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**Item No:**

**Subject:**

**Author:**

**File No:**

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No Reports Submitted

<b>LETTERS OF APPRECIATION – 20 FEBRUARY 2007</b>
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**Item No:** 34

**Subject:** Letter of Appreciation

**Author:** Country Women's Association – Barwon Branch

**File No:** 295/01/14/00

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## Country Women's Association of N.S.W.

All Communications to be addressed to the "Secretary"

Barwon

Branch/Group

Dear Steve

On behalf of Barwon Group of CWA, I wish to thank you for your continued support. Without the generosity of this district over the past eight years 32 students would not have been assisted in reaching their goal in the Medical /Allied Health fields. There has been approx \$50,000 awarded over those eight years.

The recipients for 2006 were:

- |                     |                 |                                     |
|---------------------|-----------------|-------------------------------------|
| • Billy Jean Morgan | Lightning Ridge | Bachelor Social Work                |
| • Alyssa Knee       | Lightning Ridge | Bachelor of Nursing                 |
| • Hannah Turnbull   | Collarenebri    | Bachelor of Nursing/Early Childhood |
| • Lisa McKenzie     | Cryon           | Bachelor of Psychology              |
| • Donna Phillips    | Pilliga         | Bachelor of Nursing                 |
| • Jessica Jackson   | Walgett         | Bachelor of Nursing                 |
| • Margaret Barrett  | Walgett         | Community Services                  |

I thank you on their behalf and on our behalf for helping CWA Barwon Group make this possible. We hope you will consider our cause again for the 2007 Barwon Group Medical Grants.

Sincerely

*Jill Roughley*  
Jill Roughley  
Coordinator

Walgett Shire  
Council  
RECD

9 JAN 2007

FILE:

295/01/14/00

LETTER No:

15165.

REFER:

STJN.PE.NAD.

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