



# **AGENDA FOR ORDINARY COUNCIL MEETING**

## **22 May, 2012**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held in the **Walgett Shire Council Chambers** on **24 April, 2012** commencing at 9.00am to discuss the items listed in the Agenda.

**Please Note:**

1. Please note earlier commencement time of 9.00am
2. The Special Budget Meeting will be held at the conclusion of the May Ordinary Meeting
3. The agenda to the Budget Meeting will be circulated by Friday afternoon 17 May 2012

Don Ramsland  
**GENERAL MANAGER**

## **CONFLICT OF INTERESTS**

**What is a “Conflict of Interests”** – A conflict of interests can be two types:

**Pecuniary** – an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

**Non-Pecuniary** – a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature.)

### **Remoteness**

A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

**Who has a Pecuniary Interest?** – A person has a pecuniary interest in a matter if the pecuniary interest is the interest of:

- The person, or
- Another person with whom the person is associated (see below)

### **Relatives, Partners**

A person is taken to have a pecuniary interest in a matter if:

- The person’s spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter

N.B. “Relative”, in relation to a person means any of the following:

- (a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person’s spouse.
- (b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

### **No Interest in the Matter**

However, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company of other body, or
- Just because the person is a member of, or is employed by, the Council
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

### **Disclosure and participation in meetings**

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
  - (a) At any time during which the matter is being considered or discussed by the Council or Committee, or
  - (b) At any time during which the Council or Committee is voting on any question in relation to the matter.

**No Knowledge** – A person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

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

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

**Non-Pecuniary Interest** – Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-Pecuniary conflicts of interest must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

**Disclosure to be Recorded (S453 Act)** A disclosure (and the reason/s for the disclosure) made at a meeting of the Council or Council Committee or Sub- Committee must be recorded in the minutes of the meeting.

## **AGENDA**

**1. Opening of Meeting**

**2. Acknowledgement of Traditional Owners**

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

**3. Apologies**

**4. Welcome to Visitors**

**5. Public Forum Presentations**.....5.1 – Presentation by Diharrawa Elders Group  
*(Limited to five minute presentations, and must relate to items listed within the Business Paper)*

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

**7. Confirmation of Minutes/Matters Arising** .....5

**8. Reserve Trust Management Committee Reports** .....Nil

**9. Mayoral Minutes**..... Nil

**10. Motions of which Notice has been given** ..... Nil

**11. Presentation of Petitions**

**12. Councillor's Questions from Last Meeting** ..... 25

**13. Reports of Delegates and Representatives**

**14. Reservation of items for Debate**

**15. Reports of Officers**

**GENERAL MANAGER**

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## **COMMUNITY SERVICES**

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## **CORPORATE SERVICES**

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## **DIRECTOR PLANNING AND REGULATORY SERVICES**

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## **DIRECTOR URBAN INFRASTRUCTURE SERVICES**

Nil

## **DIRECTOR ENGINEERING SERVICES**

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## **16. Reports of Committees .....**

Nil

## **17. Confidential Reports/Closed Council Meeting**

## **18. Questions for the Next Meeting.....**

## **19. Close of Meeting**



## **MINUTES FOR ORDINARY COUNCIL MEETING**

**24<sup>th</sup> April,  
Adjourned to 9<sup>th</sup> May, 2012**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Adjourned Ordinary Council Meeting of Walgett Shire Council will be held in the **Collarenebri Bowling Club** on **24<sup>th</sup> April, Adjourned to 9<sup>th</sup> May, 2012** commencing at 10.00am to discuss the items listed in the Agenda.

Don Ramsland  
**GENERAL MANAGER**

## WALGETT SHIRE COUNCIL MINUTES

### CONFLICT OF INTERESTS

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## WALGETT SHIRE COUNCIL MINUTES

### MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD AT WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 6 MARCH 2012 AT 10:07AM

#### PRESENT

|                 |                                            |
|-----------------|--------------------------------------------|
| Clr B Murray    | (Mayor)                                    |
| Clr D Lane      | (Deputy Mayor)                             |
| Clr I Woodcock  |                                            |
| Clr K Smith     |                                            |
| Clr J Keir      |                                            |
| Clr M Martinez  |                                            |
| Clr L Walford   |                                            |
| Clr R Greenaway |                                            |
| Don Ramsland    | (General Manager)                          |
| Mr Raju Ranjit  | (Director Engineering Services)            |
| Mr F Coralde    | (Director Urban & Infrastructure Services) |
| Mr S Holland    | (Director Corporate & Community Services)  |
| Mr M. Goodwin   | (Director Planning & Regulatory Services)  |
| Miss J Farkas   | (Minute Secretary)                         |
| Matt Clarkson   | (Town Planner)                             |
| Andrew Wilson   | (Senior Health & Building Surveyor)        |

#### Passing of Clr Geoffrey Peter (Dick) Colless

As a mark of respect a minute silence was observed in memory of Clr Dick Colless who passed away on Monday 30<sup>th</sup> April 2012 as a result of a tragic farm accident.

#### Welcome to Visitors

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

#### Apologies

| 4/2012/1 Apologies – 24 <sup>th</sup> April, Adjourned to 9 <sup>th</sup> May, 2012 |
|-------------------------------------------------------------------------------------|
| NIL                                                                                 |

#### Public Forum Presentations

Nil

#### Declaration of Pecuniary/Non Pecuniary Interests

Councillor Greenaway declared a Non Pecuniary Interest in LHPA issues – Item 2 in GM's report.  
Councillors Keir and Martinez declared Pecuniary Interests in DES report – Tenders – Plant Hire  
Item 3A

## WALGETT SHIRE COUNCIL MINUTES

### **Confirmation of Minutes**

**4/2012/2 Minutes of Council meeting – 27<sup>th</sup> March, 2012**

**Resolution:**

That the minutes of the Council meeting held 27<sup>th</sup> March 2012, having been circulated to all Councillors as a true and accurate record of the proceedings of that meeting be confirmed.

**Moved:** Clr Walford

**Seconded:** Clr Smith

**CARRIED**

### **Matters Arising**

**Councillors Questions for next Meeting**

Attention was drawn to the fact that there were some instances where follow up action instances were not being completed in a timely manner ie:

1. Power board at Collarenebri Showground this needs urgent action and could be the subject of an insurance claim
2. Residence at Collarenebri Agency – this premises needs to be secured, repaired and rented as soon as possible – graffiti has been sprayed in some rooms

### **Reserve Trust Management Committee Reports**

**4/2012/3 Walgett Sports Oval 1 Crown Reserve – D520097**

**Recommendation**

That Council consider a Long Jump pit and specialised maintenance tools at an estimated cost of \$12,000 in the draft 2012-2013 operational plan and budget, and that enquires be made as to whether the Athletics Club is prepared to contribute to the project and the standard required of the facility.

**Moved:** Clr Walford

**Seconded:** Clr Keir

**CARRIED**

### **Mayoral Minutes**

Nil

### **Motions of which Notice has been given**

Nil



## WALGETT SHIRE COUNCIL MINUTES

### **Presentation of Petitions**

Nil

### **Councillors Questions From Last Meeting**

#### **Clr Smith**

##### **Question 1**

Ramp (grid) needs to be removed 66kms from Collarenebri on MR457 Gundabloui Road, has been some bad reports about it

##### **Response:**

The Director of Engineering Services will investigate the matter further.

##### **Question 2**

The power box at Collarenebri Racecourse needs to be replaced, as it appears to be dangerous

##### **Response:**

The Acting Director Urban and Infrastructure advised that the matter will be looked into

##### **Question 3**

Does Council have any available funds for grid removal?

##### **Response:**

The Director of Engineering Services advises that the matter will be investigated

#### **Clr Martinez**

##### **Question 1**

In the last 3 weeks he has heard on the radio that it was mentioned that Council had not graded in northern parts of the Shire?

##### **Response:**

The Director of Engineering Services advised that the matter will be investigated.

##### **Question 2**

Can the playground equipment that was removed from the Lions Park at Lightning Ridge be re-used elsewhere, as it would be a shame for it to go to waste as funds were dedicated to have it erected? Could there be provisions in the next budget for refurbishment on the playground/equipment concerned?

##### **Response:**

The Acting Director Urban and Infrastructure Services advises that the matter will be looked into

#### **Clr Lane**

##### **Question 1**

Can Kurrajong Road be upgraded in the maintenance schedule whilst Wilby Wilby road is closed due to flooding as traffic has increased markedly causing the road to deteriorate badly.

## WALGETT SHIRE COUNCIL MINUTES

**Response:**

The Director Engineering Services advised that Kurrajong Road is on the flood damage list and that RMS will spend \$30,000 to repair this road due to the heavy usage from the recent floods and will be maintained on a monthly basis.

**Clr Woodcock**

**Question 1**

Postcode for Cumborah has 2832 postcode, are we able to allocate 2832 for Grawin postcode too?

**Response:**

The Director of Planning and Regulatory Services advises Council is waiting on response from the Geographical Names Board

**Clr Greenaway**

**Question 1**

Could an organisational chart be provided to Councillor's please?

**Response:**

The General Manager advised that an organisational chart will be provided at regular intervals.

**Question 2**

Have we replaced Trevor Campbell's position yet?

**Response:**

The General Manager advised that the interviews have been completed and referees were yet to be contacted.

**Question 3**

Are there Shire rates being levied on the WLL rural property known as 'Eurool' owned by an Aboriginal Land Trust or company situated on the Collarenebri to Walgett road?

**Response:**

The Director of Corporate Services advises that the Indigenous Land Corporation owns Assessment No. 20284, which consists of WLL 13344 which has a property description of 'Eurool' is presently classified as non rateable. – Further to this The Director Corporate Services informed Clr Greenaway that all non rateable properties will be reviewed and charges will apply if they are warranted.

**Clr Colless**

**Question 1**

What is happening with Fred Coralde?

**Response:**

The General Manager advised that he is currently absent on Workers Compensation with an ankle injury.

**Clr Keir**

**Question 1**

Can anyone from a different Council area ring up and request details as to who owns a property?

## WALGETT SHIRE COUNCIL MINUTES

### Response:

The General Manager advised that under current Legislation you are not able to access that sort of information via telephone.

### Question 2

Council Keir advised that as Council's Bushfire Committee Delegate, she has not been advised of any meetings recently and requested that the matter be followed up.

### Response:

The General Manager advised that the matter will be followed up with the Regional RFS Office.

## Reports of Delegates and Representatives

### **4/2012/4 Delegates and Representatives to and members of External Bodies**

#### **Resolution:**

That the Minutes from the Western Division of Councils of NSW 2012 Annual Conference Minutes be received and noted.

**Moved:** Clr Greenaway

**Seconded:** Clr Smith

**CARRIED**

### **4/2012/5 Delegates and Representatives to and members of External Bodies**

#### **Resolution:**

That the Minutes from the Annual "C" Division Conference be received and noted.

**Moved:** Clr Woodcock

**Seconded:** Clr Walford

**CARRIED**

## Reservation of items for Debate

Nil

## Reports of Officers

### **4/2012/6 Council Quarterly Decisions Action Report – April 2012**

#### **Resolution:**

That the Action Register for April 2012 be received and noted

**Moved:** Clr Woodcock

**Seconded:** Clr Walford

**CARRIED**

## WALGETT SHIRE COUNCIL MINUTES

### 4/2012/7 Circulars received from the NSW Local Government and Shires Association of NSW – April 2012

**Note:** Clr Greenaway declared a non pecuniary interest in this item

**Resolution:**

That the information contained in the weekly circulars from the NSW Local Government and Shires Association be received and noted.

**Moved:** Clr Greenaway

**Seconded:** Clr Keir

**CARRIED**

### 3/2012/8 Circular received from the Division of Local Government – April 2012

**Resolution:**

That the information contained in the following Departmental circulars 12-05 to 12-07 from the Local Government Division Department of Premier and Cabinet be received and noted.

- Circular to Councils 12-05 – Local Government (General) Amendment (Election Procedures) Regulation 2012
- Circular to Councils 12-06 – Reporting Requirements of Council for 2011-12
- Circular to Councils 12-07 – Ban on Political Donations by Corporations and other entities

**Moved:** Clr Woodcock

**Seconded:** Clr Keir

**CARRIED**

Clr Martinez left the meeting at 10.45am

### 4/2012/9 Monthly Calendar – April 2012

**Resolution:**

That Council receive and note the regular monthly calendar for the period April 2012 to July 2012 noting the rescheduling of the Special Budget Meeting to an Extraordinary Meeting on 22<sup>nd</sup> May 2012, commencing at 9.00am

**Moved:** Clr Smith

**Seconded:** Clr Woodcock

**CARRIED**

## WALGETT SHIRE COUNCIL MINUTES

### 4/2012/10 Flood Recovery Committee Update

**Resolution:**

That Council receive and note Flood Recovery Committee Report Minutes of 3<sup>rd</sup> April 2012.

**Moved:** Clr Greenaway

**Seconded:** Clr Woodcock

**CARRIED**

### 4/2012/11 National General Assembly

**Resolution:**

That the Mayor and General Manager attend the National General Assembly of Local Government in Canberra 17-20 June 2012 and expenses paid

**Moved:** Clr Woodcock

**Seconded:** Clr Smith

**CARRIED**

### 4/2012/12 Shires Association of NSW – Annual Conference

**Resolution:**

That, in addition to the Mayor and General Manager, the attendance of Councillors Keir, Woodcock and Smith at the Annual Conference of the Shires Association of NSW be approved and expenses paid.

**Moved:** Clr Keir

**Seconded:** Clr Smith

**CARRIED**

### 4/2012/13 Matters Generally for Brief Mention or Information only from General Manager – April 2012

**Resolution:**

That the matters listed by the General Manager for brief mention or information be received and noted and where not otherwise dealt with grant funds be formally accepted.

**Moved:** Clr Woodcock

**Seconded:** Clr Greenaway

**CARRIED**

## WALGETT SHIRE COUNCIL MINUTES

Clr Martinez returned to the meeting at 11.12am

### **4/2012/14 Matters Generally for Brief Mention or Information only from Director Corporate Services – April 2012**

**Resolution:**

That the matters listed by the Director Corporate Services for brief mention or information be received and noted and further investigation be made with regards community group insurance

**Moved:** Clr Greenaway

**Seconded:** Clr Walford

**CARRIED**

### **4/2012/15 Quarterly Rates Outstanding Report End March 2012**

**Resolution:**

That the attached report detailing outstanding rates, being in the amount of \$2,690,276.67 to end March 2012 be received and noted.

**Moved:** Clr Greenaway

**Seconded:** Clr Walford

**CARRIED**

### **4/2012/16 Quarterly Budget Review as at 31 March 2012**

**Resolution:**

That Council note the quarterly budget review for the period to 31 March 2012 and adopt the variations to the budget as identified in the report.

**Moved:** Clr Keir

**Seconded:** Clr Woodcock

**CARRIED**

#### **Presentation of Water/Sewerage Fund Details**

That the future Quarterly Budget Reviews and similar reports include a detailed breakdown of all water and sewerage funds (Walgett, Lightning Ridge, Collarenebri etc)

**Moved:** Clr Martinez

**Seconded:** Clr Lane

## WALGETT SHIRE COUNCIL MINUTES

### 4/2012/17 Youth Development and Services – January – March 2012

**Resolution:**

That the quarterly report on Youth Development and Services for the period January – March 2012 be received and noted.

**Moved:** Clr Woodcock

**Seconded:** Clr Greenaway

**CARRIED**

### 4/2012/18 Funding Agreement for Walgett Youth Worker 2

**Resolution:**

That the funding agreement for the Friday night youth activates under the Remote Service Delivery Program be executed under the seal of Council.

**Moved:** Clr Greenaway

**Seconded:** Clr Woodcock

**CARRIED**

Councillor Smith left the meeting at 12:26

### 4/2012/19 Development and Complying Development Certificate Applications

**Resolution:**

That Council note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority during January to march 2012.

**Moved:** Clr Greenaway

**Seconded:** Clr Keir

**CARRIED**

## WALGETT SHIRE COUNCIL MINUTES

### 4/2012/20 Grawin Opal Fields Locality Proposal

**Resolution:**

1. Note and endorse the draft document titled "Information package – Grawin Opal Fields Locality Proposal".
2. Undertake public consultation regarding the Grawin Opal Fields locality proposal for a minimum of 28 days.
3. Consider any submissions received regarding Grawin Opal Fields locality proposal after the public consultation period has ended.

**Moved:** Clr Keir

**Seconded:** Clr Greenaway

**CARRIED**

Clr Smith returned to the meeting at 12:29

### 4/2012/21 Council Nominees for the Western Region JRPP

**Resolution:**

Maintain the following Councillors as its nominees for the Western Region JRPP Planning Pane:

- (a) David Lane (Member)
- (b) Ian Woodcock (Member)
- (c) Bill Murray (Alternate Member)

**Moved:** Clr Keir

**Seconded:** Clr Martinez

**CARRIED**

Clr Walford left meeting at 12.48pm

Clr Walford returned at 12.49

### Luncheon Adjournment

Council adjourned for lunch at 12.49pm and resumed at 1.30pm with all those previously in attendance again present.



## WALGETT SHIRE COUNCIL MINUTES

### 4/2012/22 Draft Walgett local Environmental Plan 2012

#### Resolution:

That the Walgett Shire Council resolve to defer consideration of the public exhibition of the draft Walgett LEP until May Council Meeting on 22 May, 2012 and in the meantime, seek clarification of the following:

1. How long would it take to include provision for 40 acre lifestyle blocks in the current draft plan.
2. What provisions have surrounding Councils have included in their LEPs with regards to small lifestyle blocks
3. Are the new provisions/changed legislation re LEPs likely to give Council the power to make changes to an approved LEP to allow inclusion of the of small lifestyle blocks
4. Approach Hon Kevin Humphries MP and the Planning Minister when in Sydney at the Annual Shires Association Conference to see what can be negotiated
5. How the Camps on Claims issue is going to be resolved
6. Is there any guarantee from Department of Planning with regards subsequent approval of amendments (Small Lifestyle Blocks) after LEP is approved in line with Growth Management System

**Moved:** Clr Greenaway

**Seconded:** Clr Martinez

**CARRIED**

### 4/2012/23 Matters for Brief Mention or Information, Director Planning & Regulatory Services

#### Resolution:

That the report by the Director of Planning and Regulatory Services on matters for brief mention or information only be received and noted

**Moved:** Clr Woodcock

**Seconded:** Clr Martinez

**CARRIED**

### 4/2012/24 Proposal to nominate sites for National Heritage Listing

#### Resolution:

That Council extend an invitation to the Diharriwa Elders Group to attend the May Meeting of Council to explain the significance of the four sites being nominated for National Heritage Listing and also provide details of the wording and design proposed for each plaque

**Moved:** Clr Greenaway

**Seconded:** Clr Walford

**CARRIED**

## WALGETT SHIRE COUNCIL MINUTES

### **4/2012/25 Walgett Levee Rehabilitation and Refurbishment**

#### **Resolution:**

1. That Council endorse the General Manger's action to accept the grant fund \$1 million offered by Office of Environment and Heritage and contribute \$1,667,000 in the 2012-2013 budget on a basis of 6:1 ratio for stage 1 of the Walgett Levee Rehabilitation Program
2. That Council accept the tender phase proposal submitted by Public Works \$19,470 (inclusive GST).

**Moved:** Clr Greenaway

**Seconded:** Clr Smith

**CARRIED**

### **4/2012/26 Monthly Flood Works Report from Director Engineering Services – April 2012**

#### **Resolution:**

That Council receive and note the monthly April 2012 flood works report

**Moved:** Clr Keir

**Seconded:** Clr Smith

**CARRIED**

### **4/2012/27 Monthly Report from Director Engineering Services – Road and Bridge Report April 2012**

#### **Resolution:**

1. That Council receive and note the monthly road and bridge report for April 2012

**Moved:** Clr Martinez

**Seconded:** Clr Walford

**CARRIED**

### **4/2012/28 Rural Fire Fighting North West Zone Service Funding Estimate 2012/2013**

#### **Resolution:**

That Council receive and note the Rural Fire Service fund estimate for 2012/2013, subject to the maximum increase being the same as the rate pegging limit of 3.6%

**Moved:** Clr Woodcock

**Seconded:** Clr Smith

**CARRIED**

## WALGETT SHIRE COUNCIL MINUTES

### Confidential Reports/Closed Council Meeting

4/2012/29 Move into Closed Session

3.11pm

#### **Resolution:**

That the public be excluded from the meeting pursuant to sections 10A(2) of the Local Government Act 1993 on the basis that the items to be dealt with concern:

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to, conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed: (ii) confer a commercial advantage on a competitor of the Council
- (e) information that would, if disclosed, prejudice the maintenance of law,

**Moved:** Clr Greenaway

**Seconded:** Clr Woodcock

**CARRIED**

4/2012/30 Re-Establishment of Effective Interagency Network

#### **Recommendation:**

That Council reply to the WGA Community Working Party advising that:

1. As the WGA Community Working Party has not been seen as an effective alternative to a properly structured and functioning Interagency Committee there is little use in Council's staff attending WGA Community Working Party Meetings.
2. The Walgett Local Implementation Plan (LIP) is in need of major revision and it is considered there is little to be achieved by Council staff attending LIP Committee Meetings until that long overdue revision occurs
3. Council has lodged a request with the NSW Department of Premier and Cabinet, through the Minister for Western New South Wales, Member for Barwon Hon Kevin Humphries MP, that a properly structured and resourced Interagency Committee which meets bi-monthly be re-introduced for the Walgett Shire area as matter of urgency.
4. That Council believes it already observes the appropriate cultural recognition protocols at relevant Walgett Shire Council Ceremonies.

**Moved:** Clr Keir

**Seconded:** Clr Martinez

**CARRIED**

Clr Walford left meeting at 3.20pm

Clr Walford returned to meeting at 3.22pm

## WALGETT SHIRE COUNCIL MINUTES

### 4/2012/31 Quotations – Wangan and Grawin Creek Consultancies

#### Recommendation:

That Council accept quotations from the following businesses for RFQ 12002

1. Preparation of a Review of Environmental Factors for the Grawin and Wangan Creek Box Culvert Replacement Projects – Mitchell Hanlon Consulting Pty Ltd in the sum of \$13,221.50
2. Engineering service for Wangan Creek Box Culvert Replacement Project – BRD Civil Design Engineering in the sum of \$22,000

**Moved:** Clr Woodcock

**Seconded:** Clr Keir

**CARRIED**

Clrs Keir & Martinez declared a Pecuniary Interest in the following item and left the meeting at 3.21pm taking no part in debate or voting.

### 4/2012/32 Tenders - Casual Plant Hire and Services

#### Recommendation:

That Council accept tenders from the following business for RFQ 12001

- |                                   |                                      |
|-----------------------------------|--------------------------------------|
| 1. AE & ME Dewson                 | 18. PR & JA Cochrane                 |
| 2. Batterline Earthmoving         | 19. Ridge Rock Earthmoving           |
| 3. Bows Sand & Gravel             | 20. Robert GT Cochrane               |
| 4. Carbon Farming Pty Ltd         | 21. Robert Martinez                  |
| 5. Castlereagh Hire Pty Ltd       | 22. Robert Rubie                     |
| 6. Christopher Underwood          | 23. Rollers Australia                |
| 7. Connolly's Liquid Waste        | 24. Sherrin Rentals Pty Ltd          |
| 8. Conplant                       | 25. T. Cummins Transport             |
| 9. GR & MA Freeman                | 26. Thomas Williams Grader Hire      |
| 10. Hunter's Agriculture Services | 27. Thorley Earth Movers Pty Ltd     |
| 11. John Green                    | 28. Thurston & Sons Pty Ltd          |
| 12. JR Weate Pty Ltd              | 29. Troy Crane Hire                  |
| 13. MH Premium Farms              | 30. Walford's Water Cartage          |
| 14. MJ & GD Barton Transport      | 31. Walgett Tyre & Machinery Service |
| 15. Neil Earth Moving             | 32. Wax Grading                      |
| 16. New Bold Bulk Haulage P/L     | 33. Wintergreen Investments Pty Ltd  |
| 17. PG & ME Stewart               |                                      |

**Moved:** Clr Woodcock

**Seconded:** Clr Greenaway

**CARRIED**

Clrs Keir and Martinez returned to the meeting at 3.24pm

## WALGETT SHIRE COUNCIL MINUTES

### 4/2012/33 Late Item – Walgett Swimming Pool Repairs

**Recommendation:**

That the matter be left in the hands of the General Manager, arrange for two alternative quotes to be obtained to verify the cost of the work invoiced.

**Moved:** Clr Greenaway

**Seconded:** Clr Walford

### 4/2012/34 Return to Open Session

3.25pm

**Recommendation:**

That Council return to Open Session.

**Moved:** Clr Greenaway

**Seconded:** Clr Walford

### 4/2012/35 Adoption of Closed Session Recommendations

**Resolution:**

That Council adopt the following recommendation of the Closed Committee:

1. Re-establishment of Effective Interagency Network
2. Quotations – Wangan and Grawin Creek Consultancies
3. Tenders – Casual Plant Hire
4. Late Item – Walgett Pool Repairs

**Moved:** Clr Woodcock

**Seconded:** Clr Smith

**CARRIED**

## Questions for the next Meeting

### Clr Greenaway

**Question 1**

Enquired as to the NSW Shire's Association Position with regards the recently released report into the LHPA

**Response:**

The General Manager advised that a report is being prepared for the May Meeting and a submission will be lodged if required

### Clr Keir

**Question 1**

Just another reminder for the Bus stop at Burren Junction as well as putting more gravel at the entrance of the Walgett cemetery

## WALGETT SHIRE COUNCIL MINUTES

**Response:**

The Director of Engineering Services advises works are in hand

**Question 2**

Can Council look into redirecting/alternate route for heavy vehicles to access rather than driving through the main street? Cllr Keir advised that she has received a complaint in this regard.

**Response:**

The Director Engineering Services advised that appropriate response will be prepared

**Cllr Martinez**

**Question 1**

Can we get some quotes for resurfacing the Netball courts at Lightning Ridge as a matter of urgency?

**Response:**

The Director of Engineering Services advised that an estimate was being prepared

**Question 2**

Lightning Ridge Tourism Association gives a \$10,000 grant to the Easter Festival Committee at Lightning Ridge. It would be good if Council match the funding they receive a 50/50 basis ie: if they receive a grant of \$10,000 Council will then also contribute same amount.

**Response:**

The General Manager advised that Lightning Ridge Tourism Association should make a written approach to Council through the General Manager.

**Cllr Kelly**

**Question 1**

Can water hydrants at Collarenebri be inspected and where necessary lifted as many have sunk

**Response:**

The Director Urban & Infrastructure Services advised that the appropriate repairs will be carried out.

**Question 2**

Can something please be done about the Shire house at Collarenebri, the windows were recently fixed and now they have been broken again. The house is in very bad state and needs to be sold or maintained.

**Response:**

The Director Urban & Infrastructure Services advised that quotations for repairs have been obtained and work is being approved.

**Question 3**

At the previous meeting it was requested that the switchboard at the Collarenebri Show Ground be fixed. This still has not happened and needs to be done as a matter of urgency.

## WALGETT SHIRE COUNCIL MINUTES

### 4/2012/36 Switchboard – Collarenebri Showground

**Motion:**

That the switchboard repairs be carried out as soon as possible and the General Manager ascertain the reasons for the delay and position with regards to insurance

**Moved:** Cllr Smith

**Seconded:** Cllr Greenaway

### Cllr Woodcock

**Question 1**

There appears to be some sort of water leak coming from the rear of a property at Black Prince Drive at Lightning Ridge. Complaints received that it smells like sewerage, can this please be investigated.

**Response:**

The Director Urban & Infrastructure Services advises the matter will be investigated

### Cllr Walford

**Question 1**

Is it true that if you cannot produce a doctor's certificate for sick leave you have to fill out a statutory declaration?

**Response:**

The General Manager advised that standard procedure is that if you cannot produce a Doctor's certificate then the staff member has to produce a statutory declaration signed by a Justice of the Peace.

This applies particularly when it is difficult to get a Doctor's appointment for a number of weeks.

### Cllr Murray

**Question 1**

When will the power pole in the Walgett CBD that was recently damaged by a vandal be repaired?

**Response:**

The General Manager advised that the matter will be followed up with Essential Energy

**Question 2**

There are also some lights that are out in the main street of Walgett, could they please be repaired?

**Response:**

The General Manager advised that the matter will be raised with Essential Energy

WALGETT SHIRE COUNCIL MINUTES

**Close of Meeting**

The meeting closed at 4.00pm

To be confirmed at the meeting of Council to be held on Tuesday 22<sup>nd</sup> May 2012.

\_\_\_\_\_  
Mayor

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



## **Minutes of Council meeting – 24<sup>th</sup> April Adjourned to 9<sup>th</sup> May 2012**

### **Recommendation:**

That the minutes of the Council meeting held on 24<sup>th</sup> April 2012 Adjourned to 9<sup>th</sup> May 2012 be confirmed.

### **Moved:**

### **Seconded:**

## **Reserve Trust Management Committee Reports**

Nil

## **Mayoral Minutes**

Nil

## **Motions of which Notice has been given**

NIL

## **Presentation of Petitions**

N/A

## **Councillors Questions From Last Meeting**

### **Clr Greenaway**

#### **Question 1**

Enquired as to the NSW Shire's Association Position with regards the recently released report into the LHPA

#### **Response:**

The General Manager advised that a report is being prepared for the May Meeting and a submission will be lodged if required

### **Clr Keir**

#### **Question 1**

Just another reminder for the Bus stop at Burren Junction as well as putting more gravel at the entrance of the Walgett cemetery

**Response:**

1. The Director of Engineering Services advises that works are underway using Council's day labour force and should be completed by 30 May 2012
2. The Director of Urban & Infrastructure Services advises the maintenance will be investigated.

**Question 2**

Can Council look into redirecting/alternate route for heavy vehicles to access rather than driving through the main street? Cllr Keir advised that she has received a complaint in this regard.

**Response:**

The Director Engineering Services advised that a reply has been prepared to the complainant and the matter listed for consideration at the June Traffic Committee Meeting

**Cllr Martinez****Question 1**

Can we get some quotes for resurfacing the Netball courts at Lightning Ridge as a matter of urgency?

**Response:**

The Director of Engineering Services advised that an upper estimate to the project was \$100,000 – see item in Director Engineering Services matters for brief mention or information

**Question 2**

Lightning Ridge Tourism Association gives a \$10,000 grant to the Easter Festival Committee at Lightning Ridge. It would be good if Council match the funding they receive a 50/50 basis ie: if they receive a grant of \$10,000 Council will then also contribute same amount.

**Response:**

The General Manager advised that Lightning Ridge Tourism Association should make a written approach to Council through the General Manager. A letter was received from the Lightning Ridge Tourism Association on Tuesday 15 May, 2012

**Cllr Kelly****Question 1**

Can water hydrants at Collarenebri be inspected and where necessary lifted as many have sunk

**Response:**

The Director Urban & Infrastructure Services advised that the appropriate repairs will be carried out.

**Question 2**

Can something please be done about the Shire house at Collarenebri, the windows were recently fixed and now they have been broken again. The house is in very bad state and needs to be sold or maintained.

**Response:**

The Director Urban & Infrastructure Services advised that quotations for repairs have been obtained and work is being approved.

**Question 3**

At the previous meeting it was requested that the switchboard at the Collarenebri Show Ground be fixed. This still has not happened and needs to be done as a matter of urgency.

**4/2012/36 Switchboard – Collarenebri Showground****Motion:**

That the switchboard repairs be carried out as soon as possible and the General Manager ascertain the reasons for the delay and position with regards to insurance

**Moved:** Cllr Smith

**Seconded:** Cllr Greenaway

**Note:** The General Manager is preparing a report in relation to this matter for the June 2012 Meeting.

**Cllr Woodcock****Question 1**

There appears to be some sort of water leak coming from the rear of a property at Black Prince Drive at Lightning Ridge. Complaints received that it smells like sewerage, can this please be investigated.

**Response:**

The Director Urban & Infrastructure Services advises the matter will be investigated

**Cllr Walford****Question 1**

Is it true that if you cannot produce a doctor's certificate for sick leave you have to fill out a statutory declaration?

**Response:**

The General Manager advised that standard procedure is that if you cannot produce a Doctor's certificate then the staff member has to produce a statutory declaration signed by a Justice of the Peace.

This applies particularly when it is difficult to get a Doctor's appointment for a number of weeks.

**Cllr Murray****Question 1**

When will the power pole in the Walgett CBD that was recently damaged by a vandal be repaired?

**Response:**

The General Manager advised that the matter was followed up with Essential Energy on May 2012 but a response has not been received at the time of distribution of this agenda.

**Question 2**

There are also some lights that are out in the main street of Walgett, could they please be repaired?

**Response:**

The General Manager advised that the matter was followed with Essential Energy up on May 2012, but a response has not been received at the time of distribution of this agenda

**Reports of Delegates and Representatives**

Nil

**Reservation of items for Debate**

Nil

**Reports of Officers*****1. COUNCIL'S DECISION ACTION REPORT – MAY 2012***

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland

**FILE NUMBER:** 10/154

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**Summary:**

This schedule summarises the action taken in respect of matters considered at the previous meeting of Council and includes any action from previous meetings still outstanding

**Background:**

Attached is the Resolution Register which summaries outstanding action in respect of all resolutions as well as any other matters raised at the last Meeting which required action. The Resolution Register also lists any matters from previous meetings (as of July 2011) that have not been finalised.

**Current Position:**

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

**Relevant Reference Documents/Policies:**

Resolution Register 20 December 2011

**Governance issues:**

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

**Environmental issues:**

Nil

**Stakeholders:**

Council and Manex Team

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

| <b>Council Decisions Action Report – May 2012</b>                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That:</p> <p>The Resolution Register for May 2012 be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Resolution Register for – May 2012

## Walgett Shire Council

|               |          |                                                                                                                                                                                                                                                                                                                                                    |                                 |                            |                                          |               |
|---------------|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------|------------------------------------------|---------------|
| 24 April 2012 | 4/2012/1 | Apologies - Nil                                                                                                                                                                                                                                                                                                                                    | Governance                      | No Further Action Required | General Manger                           | 24 April 2012 |
| 24 April 2012 | 4/2012/2 | That the minutes of the Council meeting held 27th March 2012, having been circulated to all Councillors as a true and accurate record of the proceedings of that meeting be confirmed.<br><b>Moved: Clr Walford Seconded Clr Smith</b>                                                                                                             | Governance                      | No Further Action Required | General Manager                          | 9 May 2012    |
| 24 April 2012 | 4/2012/3 | That Council consider a Long Jump pit and specialised maintenance tools at an estimated cost of \$12,000 in the draft operational plan and budget, and that enquiries be made as to whether the Athletics Club is prepared to contribute to the project and the standard required of the facility.<br><b>Moved: Clr Walford Seconded: Clr Keir</b> | Urban & Infrastructure Services |                            | Director Urban & Infrastructure Services |               |
| 24 April 2012 | 4/2012/4 | That the Minutes from the Western Division of Councils of NSW 2012 Annual Conference Minutes be received and noted.<br><b>Moved: Clr Greenaway Seconded: Clr Smith</b>                                                                                                                                                                             | Governance                      | No Further Action Required | General Manager                          | 9 May 2012    |
| 24 April 2012 | 4/2012/5 | That the Minutes from the Annual "C" Division Conference be received and noted.<br><b>Moved: Clr Woodcock Seconded: Clr Walford</b>                                                                                                                                                                                                                | Governance                      | No Further Action Required | General Manager                          | 9 May 2012    |
| 24 April 2012 | 4/2012/6 | That the Action Register for April 2012 be received and noted.<br><b>Moved: Clr Woodcock Seconded: Clr Walford</b>                                                                                                                                                                                                                                 | Governance                      | No Further Action Required | General Manager                          | 9 May 2012    |
| 24 April 2012 | 4/2012/7 | <b>NOTE:</b> Clr Greenaway declared a non pecuniary interest in this item<br>That the information contained in the weekly circulars from the NSW Local Government and Shires Association be received and noted.<br><b>Moved: Clr Greenaway Seconded: Clr Keir</b>                                                                                  | Governance                      | No Further Action Required | General Manger                           |               |

# Walgett Shire Council

|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                       |                                                                                                                   |                 |                                     |
|---------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------|
| 24 April 2012 | 4/2012/8  | <p>That the information contained in the following Departmental Circulars 12-05 to 12-07 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p>* Circular to Councils 12-05 - Local Government (General) Amendment (Election Procedures) Regulation 2012</p> <p>* Circular to Councils 12-06 - Reporting Requirements of Council for 2011-12</p> <p>* Circular to Councils 12-07 - Ban on political Donations by Corporations and other entities</p> <p><b>Moved: Clr Woodcock Seconded: Clr Keir</b></p> | <p>Governance</p> <p>Governance</p> <p>Governance</p> | <p>No Further Action Required</p> <p>Letter to staff for appropriate action</p> <p>No Further Action Required</p> | General Manager | <p>9 May 2012</p> <p>9 May 2012</p> |
| 24 April 2012 | 4/2012/9  | <p>That Council receive and note the regular monthly calendar for the period April 2012 to July 2012 noting the rescheduling of the Special Budget Meeting to an Extraordinary Meeting on 22nd May 2012, commencing at 9.00am</p> <p><b>Moved: Clr Smith Seconded: Clr Woodcock</b></p>                                                                                                                                                                                                                                                                | Governance                                            | No Further Action Required                                                                                        | General Manager |                                     |
| 24 April 2012 | 4/2012/10 | <p>That the Council receive and note Flood Recovery Committee Minutes of 3rd April 2012</p> <p><b>Moved: Clr Greenaway Seconded: Clr Woodcock</b></p>                                                                                                                                                                                                                                                                                                                                                                                                  | Governance                                            | Further Flood Recovery Meeting to be Arranged                                                                     | General Manager |                                     |
| 24 April 2012 | 4/2012/11 | <p>That the Mayor and General Manager attend the National General Assembly of Local Government in Canberra 17-20 June 2012 and expenses paid.</p> <p><b>Moved: Clr Woodcock Seconded: Clr Smith</b></p>                                                                                                                                                                                                                                                                                                                                                | Governance                                            | Arrangements being made to attend                                                                                 | General Manager |                                     |
| 24 April 2012 | 4/2012/12 | <p>That, in addition to the Mayor and General Manager, the attendance of Councillors Keir, Woodcock and Smith at the Annual Conference of the Shires Association of NSW be approved and expenses paid.</p> <p><b>Moved: Clr Keir Seconded: Clr Smith</b></p>                                                                                                                                                                                                                                                                                           | Governance                                            | Arrangement being made for Councillors to attend                                                                  | General Manager |                                     |

# Walgett Shire Council

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|---------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
| 24 April 2012 | 4/2012/13 | <p>That the matters listed by the General Manager for brief mention or information be received and noted and where not otherwise dealt with grant funds be formally accepted:</p> <ol style="list-style-type: none"> <li>1. Organisational Structure</li> <li>2. Grant Funding</li> <li>3. Local Government Review Panel</li> <li>4. Castlereagh Macquarie County Council Contribution</li> <li>5. Manex Committee Structure</li> <li>6. Appointment of Museum Curator</li> <li>7. Rural Fire Service Review</li> <li>8. Barwon Aboriginal Corporation Building</li> <li>9. One Association Contribution</li> <li>10. Constitutional Recognition Contribution</li> <li>11. Flood Debrief</li> <li>12. Major Mitchell Plaque - Angledool</li> </ol> <p><b>Moved: Clr Woodcock Seconded: Clr Greenaway</b></p> | Governance                                          | Action being taken in respect of each item listed                                                                                                                 | General Manager             |  |
| 24 April 2012 | 4/2012/14 | <p>That the matters listed by the Director Corporate Services for brief mention or information be received and noted and further investigations be made with regards community group insurance.</p> <ol style="list-style-type: none"> <li>1. Local Government Elections</li> <li>2. Affordable Insurance for Community Groups</li> </ol> <p><b>Moved: Clr Greenaway Seconded: Clr Walford</b></p>                                                                                                                                                                                                                                                                                                                                                                                                           | Corporate Services                                  | <ol style="list-style-type: none"> <li>1. Preparations for Elections is ongoing</li> <li>2. Report on Insurance Groups to be presented to June Meeting</li> </ol> | Director Corporate Services |  |
| 24 April 2012 | 4/2012/15 | <p>That the attached report detailing outstanding rates, being in the amount of \$2,690,276.67 to end march 2012 be received and noted.</p> <p><b>Moved: Clr Greenaway Seconded: Clr Walford</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Corporate Services                                  | No Further Action Required                                                                                                                                        | Director Corporate Services |  |
| 24 April 2012 | 4/2012/16 | <p>That Council note the quarterly budget review for the period to 31 March 2012 and adopt the variations to the budget as identified in the report.</p> <p><b>Moved: Clr keir Seconded: Clr Woodcock</b></p> <p><b>Presentation of Water/Sewerage Fund Details</b></p> <p>That the future Quarterly budget Reviews and similar reports include a detailed breakdown of all water and sewerage funds (Walgett, Lightning Ridge, Collarenebri, etc)</p> <p><b>Moved: Clr Martinez Seconded: Clr Lane</b></p>                                                                                                                                                                                                                                                                                                  | <p>Corporate Services</p> <p>Corporate Services</p> | <p>Adjustments from Financial Review processed to ledger</p> <p>To be actioned for future financial reviews</p>                                                   | Director Corporate Services |  |
| 24 April 2012 | 4/2012/17 | <p>That the quarterly report on Youth Development and Services for the period January - March 2012 be received and noted.</p> <p><b>Moved: Clr Woodcock Seconded: Clr Greenaway</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Corporate Services                                  | No Further Action Required                                                                                                                                        | Director Corporate Services |  |



# Walgett Shire Council

|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                        |                                |                                                           |                                         |  |
|---------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------------|-----------------------------------------|--|
| 24 April 2012 | 4/2012/17 | That the quarterly report on Youth Development and Services for the period January - March 2012 be received and noted.<br><b>Moved: Cllr Woodcock Seconded: Cllr Greenaway</b>                                                                                                                                                                                                                                         | Corporate Services             | No Further Action Required                                | Director Corporate Services             |  |
| 24 April 2012 | 4/2012/18 | That the funding agreement for the Friday night youth activities under the Remote Service Delivery Program be executed under the seal of Council                                                                                                                                                                                                                                                                       | Corporate Services             | Agreement executed under seal & forwarded to Funding Body | Director Corporate Services             |  |
| 24 April 2012 | 4/2012/19 | That Council note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority during January to March 2012<br><b>Moved: Cllr Greenaway Seconded Cllr keir</b>                                                                                                                                                                                   | Planning & Regulatory Services | No Further Action Required                                | Director Planning & Regulatory Services |  |
| 24 April 2012 | 4/2012/20 | 1. Note and endorse the draft document titled "Information package - Grawin opal Fields Locality Proposal"<br>2. Undertake public consultation regarding the Grawin Opal Fields locality proposal for a minimum of 28 days.<br>3. Consider any submissions received regarding Grawin Opal Fields locality proposal after the public consultation period has ended.<br><b>Moved: Cllr keir Seconded: Cllr Greenaway</b> | Planning & Regulatory Services | Public Consultation commenced and closes 29 June 2012     | Director Planning & Regulatory Services |  |
| 24 April 2012 | 4/2012/21 | Maintain the following Councillors as its nominees for the Western Region JRPP Planning Pane:<br>(a) David Lane ( Member)<br>(b) Ian Woodcock (Member)<br>(c) Bill Murray (Alternate Member)<br><b>Moved: Cllr keir Seconded: Cllr Martinez</b>                                                                                                                                                                        | Planning & Regulatory Services | In progress                                               | Director Planning & Regulatory Services |  |

## Walgett Shire Council

|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                |                                                     |                                         |             |
|---------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------------------------|-----------------------------------------|-------------|
| 24 April 2012 | 4/2012/22 | <p>That the Walgett Shire Council resolve to defer consideration of the public exhibition of the draft Walgett LEP until may Council Meeting on 22 May, 2012 and in the meantime, seek clarification of the following:</p> <ol style="list-style-type: none"> <li>1. How long would it take to include provision for 40 acre lifestyle blocks in the current draft plan</li> <li>2. What provisions have surrounding Councils have included in their LEPs with regards to small lifestyle blocks</li> <li>3. Are the new provisions/changed legislation re LEPs likely to give Council the power to make changes to an approved LEP to allow inclusions of small lifestyle blocks</li> <li>4. Approach Hon Kevin Humphries MP and the Planning Minister when in Sydney at the Annual Shires Association Conference to see what can be negotiated</li> <li>5. How the Camps on Claims issue is going to be resolved</li> <li>6. Is there any guarantee from Department of Planning with regards subsequent approval of Management System</li> </ol> <p><b>Moved: Clr Greenaway Seconded: Clr Martinez</b></p> | Planning & Regulatory Services | In Progress                                         | Director Planning & Regulatory Services |             |
| 24 April 2012 | 4/2012/23 | <p>That the report by the Director of Planning and Regulatory Services on matters for brief mention or information only be received and noted</p> <ol style="list-style-type: none"> <li>a) Draft Walgett Local Environmental Plan 2011</li> <li>b) Regulatory Officer</li> <li>c) Development Application for Walgett police Station - DA2011/017</li> <li>d) Review of Animal Euthanasia Arrangements</li> </ol> <p><b>Moved: Clr Woodcock Seconded: Clr Martinez</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Planning & Regulatory Services | Matter is progress                                  | Director Planning & Regulatory Services |             |
| 24 April 2012 | 4/2012/24 | <p>That Council extend an invitation to the Diharriwa Elders Group to attend the May Meeting of Council to explain the significance of the four sites being nominated for National Heritage Listing and also provide details of the wording and design proposed for each plaque.</p> <p><b>Moved: Clr Greenaway Seconded: Clr Walford</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Planning & Regulatory Services | Invitation letter sent - No further action required | Director Planning & Regulatory Services | 15 May 2012 |

## Walgett Shire Council

|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                 |                                       |                                          |             |
|---------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------------------------------|------------------------------------------|-------------|
| 24 April 2012 | 4/2012/25 | 1. That Council endorse the General Manager's action to accept the grant fund \$1 million offered by Office of Environment and Heritage and contribute \$1,667,000 in the 2012-13 budget on a basis of 6:1 ratio for stage 1 of the Walgett Levee Rehabilitation Program<br>2. That Council accept the tender phase proposal submitted by Public Works \$19,470 (inclusive GST)<br><b>Moved: Cllr Greenaway Seconded: Cllr Smith</b>                                                                                                                                                                                     | Urban & Infrastructure Services |                                       | Director Urban & Infrastructure Services |             |
| 24 April 2012 | 4/2012/26 | That Council receive and note the monthly April 2012 flood works report<br><b>Moved: Cllr Keir Seconded: Cllr Smith</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Engineering Services            | No further action required            | Director Engineering Services            |             |
| 24 April 2012 | 4/2012/27 | That Council receive and note the monthly road and bridge report for April 2012<br><b>Moved: Cllr Martinez Seconded: Cllr Walford</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Engineering Services            | No further action required            | Director Engineering Services            |             |
| 24 April 2012 | 4/2012/28 | That Council receive and note the Rural Fire Service fund estimate for 2012/2013, subject to the maximum increase being the same as the rate pegging limit of 3.6%<br><b>Moved: Cllr Woodcock Seconded: Cllr Smith</b>                                                                                                                                                                                                                                                                                                                                                                                                   | Engineering Services            | Letter drafted for Rural Fire Service | Director Engineering Services            | 16 May 2012 |
| 24 April 2012 | 4/2012/29 | That the public be excluded from the meeting pursuant to sections 10A(2) of the Local Government Act 1993 on the basis that the items to be dealt with concern:<br>(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to, conduct) business,<br>(d) commercial information of a confidential nature that would, if disclosed: (ii) confer a commercial advantage on a competitor of the Council<br>(e) information that would, if disclosed, prejudice the maintenance of law,<br><b>Moved: Cllr Greenaway Seconded: Cllr Woodcock</b> | Governance                      | No Further Action Required            | General Manager                          | 9 May 2012  |

## Walgett Shire Council

|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                            |                                                                                                                                                                           |                                                                           |               |
|---------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|---------------|
| 24 April 2012 | 4/2012/30 | <p>That Council reply to the WGA Community Working party advising that:</p> <ol style="list-style-type: none"> <li>1. As the WGA Community Working Party has not been seen as an effective alternative to a properly structured and functioning Interagency Committee there is little use in Councils staff attending WGA Community Working Party Meetings.</li> <li>2. The Walgett Local Implementation Plan (LIP) is in need of a major revision and it is considered there is little to be achieved by Council staff attending LIP Committee Meetings until that long overdue revision occurs</li> <li>3. Council has lodged a request with the NSW Department of Premier and Cabinet, through the Minister for Western new South Wales, Member for Barwon Hon Kevin Humphries MP, that a properly structured and resourced Interagency Committee which meets bi-monthly be re-introduced for the Walgett Shire area as a matter of urgency.</li> <li>4. That Council believes it already observes the appropriate cultural recognition protocols at relevant Walgett Shire Council Ceremonies.</li> </ol> <p><b>Moved: Cllr Keir Seconded Cllr Martinez</b></p> | Governance                                                                                                 | <p>Letters drafted for:</p> <ol style="list-style-type: none"> <li>1. WGA Community Working Party</li> <li>2. Minister for Western NSW</li> <li>3. Ross O'Shea</li> </ol> | <p>General Manager</p> <p>General Manager</p> <p>General Manager</p>      |               |
| 24 April 2012 | 4/2012/31 | <p>That Council accept quotations from the following business for RFQ 12002</p> <ol style="list-style-type: none"> <li>1. Preparation of a Review of Environmental Factors for the Grawin and Wangan Creek Box Culvert Replacement Projects - Mitchell Hanlon Consulting Pty Ltd in the sum of \$13,221.50</li> <li>2. Engineering Service for Wangan Creek Box Culvert replacement Project - BRD Civil Design Engineering in the sum of \$22,000</li> </ol> <p><b>Moved: Cllr Woodcock Seconded: Cllr keir</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <ol style="list-style-type: none"> <li>1. Engineering Services</li> <li>2. Engineering Services</li> </ol> | Contract award letters sent out                                                                                                                                           | <p>Director Engineering Services</p> <p>Director Engineering Services</p> | 15 April 2012 |

# Walgett Shire Council

|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                      |                                                          |                               |             |
|---------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------------------------------------------|-------------------------------|-------------|
| 24 April 2012 | 4/2012/32 | <p>That Council accept tenders from the following business for RFQ 12001</p> <ol style="list-style-type: none"> <li>1. AE &amp; ME Dewson</li> <li>2. Batterline Earthmoving</li> <li>3. Bows Sand &amp; Gravel</li> <li>4. Carbon Farming Pty Ltd</li> <li>5. Castlereagh Hire Pty Ltd</li> <li>6. Christopher Underwood</li> <li>7. Connolly's Liquid Waste</li> <li>8. Conplant</li> <li>9. GR &amp; MA Freeman</li> <li>10. Hunter's Agriculture Services</li> <li>11. John Green</li> <li>12. JR Weate Pty Ltd</li> <li>13. MH Premium Farms</li> <li>14. MJ &amp; GD Barton Transport</li> <li>15. Neil Earth Moving</li> <li>16. New Bold Bulk Haulage P/L</li> <li>17. PG &amp; ME Stewart</li> <li>18. PR &amp; JA Cochrane</li> <li>19. Ridge Rock Earthmoving</li> <li>20. Robert GT Cochrane</li> <li>21. Robert Martinez</li> <li>22. Robert Rubie</li> <li>23. Rollers Australia</li> <li>24. Sherrin Rentals Pty Ltd</li> <li>25. T. Cummins Transport</li> <li>26. Thomas Williams Grader Hire</li> <li>27. Thorley Earth Movers Pty Ltd</li> <li>28. Thurston &amp; Sons Pty Ltd</li> <li>29. Troy Crane Hire</li> <li>30. Walford's Water Cartage</li> <li>31. Walgett Tyre &amp; Machinery Service</li> <li>32. Wax Grading</li> <li>33 Wintergreen Investments Pty Ltd</li> </ol> <p><b>Moved: Clr Woodcock Seconded Clr Greenaway</b></p> | Engineering Services | Letters of acceptance sent to all tenders on 15 May 2012 | Director Engineering Services | 15 May 2012 |
|---------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------------------------------------------------------|-------------------------------|-------------|

## Walgett Shire Council

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|---------------|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------------------------------------------------------------------------|-------------------------------|------------|
| 24 April 2012 | 4/2012/33                      | That the matter be left in the hands of the General Manager, arrange for two alternative quotes to be obtained to verify the cost of the work invoiced.<br><b>Moved: Cllr Greenaway Seconded: Cllr Walford</b>                                                                                                        | Governance           | Director Urban & Infrastructure requested to arrange for additional quotations              | General Manager               |            |
| 24 April 2012 | 4/2012/34                      | That Council return to Open Session<br><b>Moved: Cllr Greenaway Seconded: Walford</b>                                                                                                                                                                                                                                 | Governance           | No further action required                                                                  | General Manager               |            |
| 24 April 2012 | 4/2012/35                      | That Council adopt the following recommendation of the Closed Committee<br>1. Re-establishment of Effective Interagency Network<br>2. Quotations - Wangan and Grawin Creek Consultancies<br>3. Tenders - Casual Plant Hire<br>4. late Item - Walgett Pool Repairs<br><b>Moved: Cllr Woodcock Seconded: Cllr Smith</b> | Governance           | No further action required                                                                  | General Manager               | 9 May 2012 |
| 24 April 2012 | Questions for the next Meeting | Enquired as to the NSW Shires Association position with regards the recently released report into the LHPA<br><b>Cllr Greenaway</b>                                                                                                                                                                                   | General Manager      | A report is being prepared for the May Meeting and a submission will be lodged if required. | General Manager               |            |
| 24 April 2012 | Questions for the next Meeting | Just another reminder for the Bus stop at Burren Junction as well as putting more gravel at the entrance of the Walgett cemetery<br><b>Cllr Keir</b>                                                                                                                                                                  | Engineering Services | The work is in hand                                                                         | Director Engineering Services |            |

## Walgett Shire Council

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|---------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-------------|
| 24 April 2012 | Questions for the next Meeting | Can Council look into redirecting/alternate route for heavy vehicles to access rather than driving through the main street? Cllr Keir advised that she has received a complaint in this regard.<br><b>Cllr Keir</b>                                                                                     | Engineering Services            | This matter has been referred to the June Traffic Committee Meeting                                                                | Director Engineering Services              |             |
| 24 April 2012 | Questions for the next Meeting | Can we get some quotes for resurfacing the Netball courts at Lightning Ridge as a matter of urgency?<br><b>Cllr Martinez</b>                                                                                                                                                                            | Engineering Services            | An estimate has been prepared for May Meeting                                                                                      | Director Engineering Services              | 15 May 2012 |
| 24 April 2012 | Questions for the next Meeting | Lightning Ridge Tourism Association gives a \$10,000 grant to the Easter Festival Committee at Lightning Ridge. It would be good if Council match the funding they receive a 50/50 basis ie: if they receive a grant of \$10,000 Council will then also contribute same amount.<br><b>Cllr Martinez</b> | General Manager                 | Letter advising that The Lightning Ridge Tourism Association should make a written approach to Council through the General Manager | General Manager                            |             |
| 24 April 2012 | Questions for the next Meeting | Can water hydrants at Collarenebri be inspected and where necessary lifted as many have sunk<br><b>Cllr Smith</b>                                                                                                                                                                                       | Urban & Infrastructure Services | Appropriate repairs will be carried out                                                                                            | Director Urban and Infrastructure Services |             |

## Walgett Shire Council

|               |                                |                                                                                                                                                                                                                                          |                                 |                                                                                                                                                                            |                                            |            |
|---------------|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------|
| 24 April 2012 | Questions for the next Meeting | Can something please be done about the Shire house at Collarenebri, the windows were recently fixed and now they have been broken again. The house is in very bad state and needs to be sold or maintained<br><b>Clr Smith</b>           | Urban & Infrastructure Services | Quotations for repairs have been obtained and work is being approved                                                                                                       | Director Urban and Infrastructure Services |            |
| 24 April 2012 | Questions for the next Meeting | At the previous meeting it was requested that the switchboard at the Collarenebri Show Ground be fixed. This still has not happened and needs to be done as a matter of urgency.<br><b>Clr Smith</b>                                     | Urban & Infrastructure Services |                                                                                                                                                                            | Director Urban & Infrastructure Services   |            |
| 24 April 2012 | 4/2012/36                      | That the switchboard repairs be carried out as soon as possible and the General Manager ascertain the reasons for the delay and position with regards to insurance<br><b>Moved: Clr Smith Seconded: Clr Greenaway</b>                    | Governance                      | General Manager investigating reason for delay                                                                                                                             | General Manager                            |            |
| 24 April 2012 | Questions for the next Meeting | There appears to be some sort of water leak coming from the rear of a property at Black Prince Drive at Lightning Ridge. Complaints received that it smells like sewerage, can this please be looked investigated<br><b>Clr Woodcock</b> | Urban & Infrastructure Services | The matter will be investigated                                                                                                                                            | Director Urban and Infrastructure Services |            |
| 24 April 2012 | Questions for the next Meeting | Is it true that if you cannot produce a doctor's certificate for sick leave you have to fill out a statutory declaration?<br><b>Clr Walford</b>                                                                                          | Governance                      | the standard procedure is that if you cannot produce a doctor's certificate then the staff member has to produce a statutory declaration signed by a Justice of the Peace. | General Manager                            | 9 May 2012 |
| 24 April 2012 | Questions for the next Meeting | When will the power pole in the Walgett CBD that was recently damaged by a vandal be repaired?<br><b>Clr Murray</b>                                                                                                                      | Governance                      | The matter will be followed up with Essential Energy                                                                                                                       | General Manager                            |            |
| 24 April 2012 | Questions for the next Meeting | There are also some lights that are out in the main street of Walgett, could they please be repaired?<br><b>Clr Smith</b>                                                                                                                | Governance                      | The matter will be raised with Essential Energy                                                                                                                            | General Manager                            |            |



## **2. CIRCULARS RECEIVED FROM THE NSW LOCAL GOVERNMENT AND SHIRES ASSOCIATION OF NSW – MAY 2012**

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

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### **Summary:**

Copies of weekly circulars received from the Local Government and Shires Association since 24 April 2012 Council meeting have been distributed to Councillors.

### **Background:**

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

#### **Issue 16**

|         |                                                                                                |
|---------|------------------------------------------------------------------------------------------------|
| Item 5  | AR Bluett Memorial Award 2012-05-15                                                            |
| Item 11 | Changes under the Protection of the Environment Legislation Amendment Act 2011 (Amendment Act) |
| Item 12 | Livestock Health and Pest Authority Review Released                                            |
| Item 17 | Pre and Post Election – Councillor Training Opportunities                                      |
| Item 19 | Aboriginal Cultural Heritage Management                                                        |
| Item 21 | Delegations and Plan Making                                                                    |

#### **Issue 17**

|         |                                             |
|---------|---------------------------------------------|
| Item 4  | One Association Progress                    |
| Item 13 | Local Infrastructure Funding Seminar        |
| Item 17 | Prospective Candidate Pre-Election Seminars |

#### **Issue 18**

|         |                                                                                                        |
|---------|--------------------------------------------------------------------------------------------------------|
| Item 4  | Local Government Week – August 2012-05-15                                                              |
| Item 9  | Legislative Council Inquiry into Coal Seam Gas Report                                                  |
| Item 12 | Draft Model Work Health and Safety (WHS) Codes of Practice                                             |
| Item 18 | Review of the Model Code of Conduct for Local Councils – Request for Submissions on Consultation Draft |

### **Current Position:**

Councillors need to peruse these circulars and raise any matters of interest with the General Manager prior to the Meeting.

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

Nil

## WALGETT SHIRE COUNCIL AGENDA

### Governance issues:

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

### Environmental issues:

Nil

### Stakeholders:

Councillors  
Walgett Shire Council staff

### Financial Implications:

Nil

### Alternative Solutions/Options:

Not Applicable

### Conclusion:

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

| <b>Circulars received from the NSW Local Government and Shires Association of NSW – MAY 2012</b>                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That:</p> <ol style="list-style-type: none"><li>1. The information contained in the weekly circulars from the NSW Local Government and Shires Association be received and noted.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



### Attachments:

Nil

### **3. CIRCULARS RECEIVED FROM THE LOCAL GOVERNMENT DEPARTMENT OF PREMIER AND CABINET – MAY 2012**

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

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#### **Summary:**

Copies of circulars received 12-08 to 12-12 from the Local Government Division Department of Premier and Cabinet are attached for Councillors information.

#### **Background:**

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

- Circular to Councils 12-08 – 2012 Councillor Development Strategy
- Circular to Councils 12-09 – Fair Valuation – Infrastructure, Property, Plant and Equipment
- Circular to Councils 12-10 – Review of the model code of conduct for Local Councils – Request for submissions on consultation draft
- Circular to Councils 12-11 – Release of Companion Animals Taskforce discussion paper
- Circular to Councils 12-12 – Amendments to the Local Government Act 1993

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

#### **Current Position**

- |       |                                                                                                                                                                                                                                                                                                                                                                                 |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12-08 | As well as the Councillor Induction Workshops to be conducted by the Division of Local Government following the September, 2012, elections, organisations such as OROC will also be conducting ongoing developmental sessions for Councillors. Once the content of each workshop/seminar is available, Council will then be in a position to determine which to support/attend. |
| 12-09 | Council's water and sewer assets are being re-valued as at 30 June 2012                                                                                                                                                                                                                                                                                                         |
| 12-10 | A report on the Consultation Draft - Review of the Model Code of Conduct will be presented to the June Meeting of Council                                                                                                                                                                                                                                                       |
| 12-11 | Submissions with regards the Companion Animals Taskforce Discussion Paper close on 1 July 2012                                                                                                                                                                                                                                                                                  |
| 12-12 | Details amendments to the Local Government Act 1993, particular attention is drawn the proposed legislation that will limit Council's powers during the caretaker period 4 weeks prior to the September Elections                                                                                                                                                               |

**Relevant Reference Documents:**

Nil

**Governance Issues:**

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

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

**Environmental issues:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

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

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

**Circular received from the Division of Local Government – May 2012**

**Recommendation:**

2. That the information contained in the following Departmental circulars 12-08 to 12-12 from the Local Government Division Department of Premier and Cabinet be received and noted.
  - Circular to Councils 12-08 - 2012 Councillor Development Strategy
  - Circular to Councils 12-09 - Fair Valuation – Infrastructure, Property, Plant and Equipment
  - Circular to Councils 12-10 - Release of Companion Animals Taskforce discussion paper
  - Circular to Councils 12-11 – Release of Companion Animals Taskforce discussion paper
  - Circular to Councils 12- 12 - Amendments to the Local Government Act 1993

**Moved:**

**Seconded:**



**Premier & Cabinet**  
Division of Local Government

## Circular to Councils

Circular No. 12-08  
Date 19 April 2012  
Doc ID. A278515

Contact Gabe Hart  
02 4428 4171  
gabe.hart@dlg.nsw.gov.au

### 2012 COUNCILLOR DEVELOPMENT STRATEGY

In conjunction with the Local Government and Shires Associations of NSW, the Division will be providing support to councils and councillors to help them in their role.

The aim is to ensure that newly elected councillors have a good understanding of their role and responsibilities, have the necessary training and resources to fulfil the role and are able to work together effectively to achieve positive results for their local community.

Following a review of the support the Division provided at the last election, we will again be providing a range of support. The Division will be conducting a series of Councillor Induction Workshops following the September 2012 elections.

We will also be providing resources to assist councillors in their role, including the *Councillor Induction and Professional Development Guide* for councils, the *Councillor Guide*, and the webpage of information and resources for councillors on the Division's website. A new quick-reference resource *10 key things councillors need to know* will also be developed.

Future options for professional development for councillors will also be explored for implementation during the 2016 electoral term.

Councils are encouraged to support all councillors elected in September 2012 to attend one of the upcoming Councillor Induction Workshops. Further details of the workshops will be advised prior to the elections.

A handwritten signature in black ink, appearing to read 'Ross Woodward'.

**Ross Woodward**  
Chief Executive, Local Government  
A Division of the Department of Premier and Cabinet

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5 O'Keefe Avenue NOWRA NSW 2541  
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# WALGETT SHIRE COUNCIL AGENDA



Premier & Cabinet  
Division of Local Government

## Circular to Councils

Circular No. 12-09  
Date 24 April 2012  
Doc ID. A276711

Contact Sarah Gubb  
02 4428 4142  
sarah.gubb@dlg.nsw.gov.au

### ATTENTION: RESPONSIBLE ACCOUNTING OFFICER

#### FAIR VALUATION - INFRASTRUCTURE, PROPERTY, PLANT AND EQUIPMENT

In July 2006, the former Department of Local Government mandated that NSW councils commence valuing infrastructure, property, plant and equipment at fair value, in accordance with Australian Accounting Standard AASB 116, "Property, Plant and Equipment". This valuation requirement was introduced using a staged approach. The first asset class to be revalued at fair value was water supply and sewerage services assets. This was required by 30 June 2007.

AASB 116 states that assets should be revalued every three to five years, unless there has been a material difference. Councils need to assess at each reporting date whether there is any indication that an asset's carrying amount may differ materially from that which would be determined if the asset was revalued at the reporting date. (The carrying amount is the asset's fair value at the date of revaluation less any subsequent accumulated depreciation and impairment - refer AASB 116, paragraphs 31-42).

Within the *Local Government Code of Accounting Practice and Financial Reporting*, the Division has stated that councils may undertake the revaluation of assets every five years (unless there has been material changes to the valuations beforehand). This means that **water supply and sewerage services assets will need to be revalued by 30 June 2012.**

Unless there have been material changes, the remaining asset classes will need to be revalued in accordance with the table below.

| Asset Class                                                | Due          |
|------------------------------------------------------------|--------------|
| Water & sewer                                              | 30 June 2012 |
| Property, plant and equipment, operational land, buildings | 30 June 2013 |
| Roads, bridges, footpaths, drainage, bulk earth works      | 30 June 2015 |
| Community land, other assets, land improvements            | 30 June 2016 |

Councils that wish to revalue assets at fair value prior to these dates may do so provided that *all* the assets in that class are valued at their fair value.

Ross Woodward  
Chief Executive, Local Government  
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# WALGETT SHIRE COUNCIL AGENDA



Premier & Cabinet  
Division of Local Government

## Circular to Councils

Circular No. 12-10  
Date 1 May 2012  
Doc ID. A275754

Contact John Davies  
02 4428 4139  
john.davies@dlg.nsw.gov.au

### REVIEW OF THE MODEL CODE OF CONDUCT FOR LOCAL COUNCILS – REQUEST FOR SUBMISSIONS ON CONSULTATION DRAFT

The purpose of this circular is to:

1. advise councils of the progress of the review of the *Model Code of Conduct for Local Councils in NSW* (the Model Code),
2. invite submissions on consultation drafts of the new Model Code, Model Code procedures and proposed amendments to the *Local Government Act 1993*.

#### Progress of the review

Last year, at the request of the Minister for Local Government, the Division of Local Government commenced a review of the Model Code of Conduct for Local Councils in NSW. The review process has included extensive consultation with councils and other stakeholders, to design a system that supports the highest standards of behaviour in local government, in a simple, clear and cost-effective way. This included:

- 1) A discussion paper to seek the views of stakeholders and any other interested persons on the operation of the current version of the Model Code and areas for improvement.

The Division received a total of 122 submissions in response to its discussion paper from a range of sources including councils, individual council officials, conduct reviewers, unions and industry bodies, Members of Parliament, NSW Government agencies such as the ICAC and the Ombudsman and members of the community.

- 2) A position paper on a draft reform proposal for the Model Code and the misbehaviour provisions of the Act, reflecting feedback to date.

The Division received 93 submissions on the position paper from a similarly broad range of sources as those provided in response to the discussion paper. In addition the Division held a series of workshops around the State to discuss and refine the proposal. Workshops were held in Sydney (including at the LGMA Governance network meeting), Tamworth, Dubbo, Wagga Wagga and Ballina.

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Based on the feedback the Division has received from submissions and the workshops a refined proposal has now been developed.

**Draft proposals**

Drafts of the following have now been issued for comment:

- Proposed amendments to the Model Code (the amendments are highlighted in bold)
- Proposed new procedures for the administration of the Model Code
- Proposed amendments to the *Local Government Act 1993* and Local Government (General) Regulation 2005 (the amendments are highlighted in bold)

The consultation drafts are available on the Division's website at [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au).

As foreshadowed in the position paper, the Division now seeks comment on the technical detail of the proposed changes.

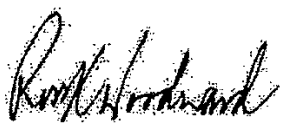
The Division requests that submissions be made by email to [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au).

Alternatively, submissions may be made in writing to the following postal address:

Division of Local Government  
Department of Premier and Cabinet  
Locked Bag 3015  
NOWRA NSW 2541

The Division asks that submissions be received by **Tuesday, 26 June 2012**.

Should anyone wish to contact the Division to discuss the consultation drafts or the Model Code of Conduct Review, they may contact Mr John Davies, the Leader of the Division's Council Governance Team, on telephone 02 4428 4139.



**Ross Woodward**  
Chief Executive, Local Government  
A Division of the Department of Premier and Cabinet





Premier & Cabinet  
Division of Local Government

## Circular to Councils

Circular No. 12-11  
Date 7 May 2012  
Doc ID. A280970

Contact Glen Colley  
02 4428 4183  
glen.colley@dlg.nsw.gov.au

### RELEASE OF COMPANION ANIMALS TASKFORCE DISCUSSION PAPER

The purpose of this Circular is to advise of the release of the *Companion Animals Taskforce Discussion Paper* and the related public submission process.

The Taskforce has been established by the Minister for Local Government, the Hon Don Page MP, and the Minister for Primary Industries, the Hon Katrina Hodgkinson MP, to provide advice on key companion animal issues.

The Taskforce is chaired by the Member for Charlestown, Mr Andrew Cornwell MP, and consists of representatives of the following organisations, invited by the Ministers to participate:

- Animal Welfare League NSW
- Australian Companion Animal Council
- Australian Institute of Local Government Rangers
- Australian Veterinary Association
- Cat Protection Society of NSW
- Local Government and Shires Associations of NSW
- Dogs NSW
- Pet Industry Association Australia
- Royal Society for the Prevention of Cruelty to Animals NSW.

The Ministers have released a discussion paper prepared by the Taskforce to provide interested stakeholders with an opportunity to comment on a range of proposed measures, which aim to:

- reduce the current rate of euthanasia for cats and dogs,
- refine the current regulatory framework around the breeding, sale and management of cats and dogs to improve welfare outcomes, and
- promote socially responsible pet ownership through community education.

The discussion paper is available for download from the Division of Local Government website at: [www.dlg.nsw.gov.au/CATaskforce](http://www.dlg.nsw.gov.au/CATaskforce).

Submissions will be accepted for a period of 8 weeks, until **close of business on 1 July 2012**.

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Submissions are encouraged, using the online feedback form available on the Taskforce webpage. Alternatively, the completed feedback form may be emailed to:

[cataskforce@dlg.nsw.gov.au](mailto:cataskforce@dlg.nsw.gov.au)

or mailed to:

Companion Animals Taskforce Discussion Paper  
Division of Local Government,  
Department of Premier and Cabinet  
Locked Bag 3015  
NOWRA NSW 2541

**Report to Ministers and future work of the Taskforce**

After taking into account feedback on the discussion paper, the Taskforce will prepare a report providing recommendations for the consideration of the Ministers later in 2012.

The Taskforce has also identified the issue of dangerous and restricted dog management as one requiring further consideration. However, due to the complexity of this issue, the Taskforce has determined that this is best dealt with separately to this discussion paper.

Further information about this additional work will be available later in 2012.

I would also ask that councils bring the discussion paper to the attention of relevant stakeholders, including interested residents and animal rescue organisations.



**Ross Woodward**  
Chief Executive, Local Government  
A Division of the Department of Premier and Cabinet

# WALGETT SHIRE COUNCIL AGENDA



Premier & Cabinet  
Division of Local Government

## Circular to Councils

Circular No. 12-12  
Date 7 May 2012  
Doc ID. A280682

Contact Council Governance Team  
02 4428 4100  
dlg@dlg.nsw.gov.au

### AMENDMENTS TO THE LOCAL GOVERNMENT ACT 1993

#### Purpose

The purpose of this circular is to advise councils and other stakeholders of recent changes to the *Local Government Act 1993*. The amendments were made by three separate amending Acts being:

- the Local Government Amendment Act 2012, the majority of which commenced on 4 April 2012. Clause 9 of Schedule 1 which will commence separately by proclamation and the making of a Regulation;
- the Local Government Amendment (Elections) Act 2012, which commenced on 11 April 2012; and
- the Local Government Amendment (Members of Parliament) Act 2012, which commenced on 11 April 2012.

#### The changes

The changes include the following:

- allowing a council to grant a lease or licence over community land for a period of up to 30 years subject to the consent of the Minister;
- providing that the voting system in a contested election is to be optional preferential if only one councillor is to be elected, or proportional if 2 or more councillors are to be elected;
- providing an exemption from compliance with requirements of the pecuniary interest provisions at meetings in relation to the adoption of principal local environmental plans (yet to commence);
- allowing eligible persons to enrol as residential electors for local government elections and cast a provisional vote at an election on polling day, provided the person can produce a NSW drivers licence or Photo Card;
- making other miscellaneous amendments to improve the conduct of local government elections;
- precluding members of the NSW Parliament from also holding office as a councillor or Mayor;
- Providing a regulation making power limiting the exercise of functions by councils in the 4 weeks preceding ordinary elections. Councils will be separately advised of the arrangements to apply during the upcoming 'caretaker' period once the Regulation is made.

Division of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
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#### **4. MONTHLY CALENDAR – MAY 2012**

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

---

##### **Summary:**

Monthly calendar of Council activities

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

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

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

##### **Current Position:**

The calendar for the months of May 2012 to July 2012 is attached. Councillors are requested to raise any queries prior to the meeting.

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

Nil

##### **Governance issues:**

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

##### **Environmental issues:**

Not applicable

##### **Stakeholders:**

Councillors  
Walgett Shire Council staff

##### **Financial Implications:**

Nil

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

Not applicable

**Conclusion:**

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

| Monthly Calendar – May 2012                                                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That Council receive and note the regular monthly calendar for the period May 2012 to July 2012.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachments:**

Calendar for May 2012 to July 2012.

# WALGETT SHIRE COUNCIL AGENDA



## STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

### May 2012

|            |                   |                                                            |                             |
|------------|-------------------|------------------------------------------------------------|-----------------------------|
| Tues 1 May |                   | TBA – Local Government Cultural Awards - Sydney            |                             |
| Wed 2 May  |                   |                                                            |                             |
| Thur 3 May |                   |                                                            |                             |
| Fri 4 May  |                   |                                                            |                             |
| Sat 5 May  |                   |                                                            |                             |
| Sun 6 May  |                   |                                                            |                             |
| Mon 7 May  |                   |                                                            |                             |
| Tue 8 May  |                   |                                                            |                             |
| Wed 9 May  |                   |                                                            |                             |
| Thu 10 May |                   | Walgett Health Advisory Council                            |                             |
| Fri 11 May |                   |                                                            |                             |
| Sat 12 May |                   |                                                            |                             |
| Sun 13 May |                   |                                                            |                             |
| Mon 14 May |                   |                                                            |                             |
| Tue 15 May |                   |                                                            |                             |
| Wed 16 May |                   |                                                            |                             |
| Thu 17 May |                   | Lightning Ridge Advisory Board                             | Clr Lane & GM               |
| Fri 18 May | 3.00pm            | Walgett Festival Committee                                 | Mayor. GM & DCS             |
| Sat 19 May |                   |                                                            |                             |
| Sun 20 May |                   |                                                            |                             |
| Mon 21 May |                   | Walgett – Outback Arts Board Meeting                       |                             |
| Tue 22 May | 9.00am<br>10.00am | Council Meeting – Walgett<br>Extraordinary Meeting Walgett | All Councillors & Exec Team |
| Wed 23 May |                   |                                                            |                             |
| Thu 24 May |                   |                                                            |                             |
| Fri 25 May |                   |                                                            |                             |
| Sat 26 May |                   |                                                            |                             |
| Sun 27 May |                   |                                                            |                             |
| Mon 28 May |                   |                                                            |                             |
| Tue 29 May |                   |                                                            |                             |
| Wed 30 May |                   |                                                            |                             |
| Thu 31 May |                   |                                                            |                             |

# WALGETT SHIRE COUNCIL AGENDA



## STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

### June 2012

|            |         |                                                                    |                                  |
|------------|---------|--------------------------------------------------------------------|----------------------------------|
| Fri 1 Jun  |         |                                                                    |                                  |
| Sat 2 Jun  |         |                                                                    |                                  |
| Sun 3 Jun  |         |                                                                    |                                  |
| Mon 4 Jun  |         | LGMA Forum                                                         | GM                               |
| Tue 5 Jun  |         | Shire's Association of NSW Annual Conference – Sydney ( to 6 June) | Clr Keir, Mayor & GM             |
| Wed 6 Jun  |         | CWP Meeting                                                        |                                  |
| Thu 7 Jun  |         | Emergency Management Briefing – Sydney                             | Mayor & GM                       |
| Fri 8 Jun  |         |                                                                    |                                  |
| Sat 9 Jun  |         |                                                                    |                                  |
| Sun 10 Jun |         |                                                                    |                                  |
| Mon 11 Jun |         |                                                                    |                                  |
| Tue 12 Jun |         | Lightning Ridge Interagency Meeting                                |                                  |
| Wed 13 Jun |         |                                                                    |                                  |
| Thu 14 Jun |         | Walgett – Health Advisory Council Meeting                          |                                  |
| Fri 15 Jun |         |                                                                    |                                  |
| Sat 16 Jun |         |                                                                    |                                  |
| Sun 17 Jun |         | National General Assembly (to 20 June)                             | GM                               |
| Mon 18 Jun |         | 18-20 June MPRA Meeting                                            |                                  |
| Tue 19 Jun |         |                                                                    |                                  |
| Wed 20 Jun |         |                                                                    |                                  |
| Thu 21 Jun |         | Outback Arts - Walgett                                             |                                  |
| Fri 22 Jun | 2.00pm  | Extraordinary Council Meeting                                      | All Councillors, GM & Exec Staff |
| Sat 23 Jun |         |                                                                    |                                  |
| Sun 24 Jun |         |                                                                    |                                  |
| Mon 25 Jun |         |                                                                    |                                  |
| Tue 26 Jun | 10.00am | Council Meeting - Walgett                                          | All Councillors, GM & Exec Staff |
| Wed 27 Jun |         |                                                                    |                                  |
| Thu 28 Jun |         |                                                                    |                                  |
| Fri 29 Jun |         |                                                                    |                                  |
| Sat 30 Jun |         |                                                                    |                                  |

# WALGETT SHIRE COUNCIL AGENDA



## STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

### July 2012

|             |         |                                                        |                               |
|-------------|---------|--------------------------------------------------------|-------------------------------|
| Sun 1 July  |         |                                                        |                               |
| Mon 2 July  |         |                                                        |                               |
| Tue 3 July  |         |                                                        |                               |
| Wed 4 July  |         | Lightning Ridge - CWP Meeting                          |                               |
| Thu 5 July  |         |                                                        |                               |
| Fri 6 July  |         |                                                        |                               |
| Sat 7 July  |         |                                                        |                               |
| Sun 8 July  |         |                                                        |                               |
| Mon 9 July  |         |                                                        |                               |
| Tue 10 July |         | Lightning Ridge - Interagency Meeting                  |                               |
| Wed 11 July |         |                                                        |                               |
| Thu 12 July |         | Walgett – Health Advisory Council Meeting              |                               |
| Fri 13 July |         |                                                        |                               |
| Sat 14 July |         |                                                        |                               |
| Sun 15 July |         |                                                        |                               |
| Mon 16 July |         |                                                        |                               |
| Tue 17 July |         |                                                        |                               |
| Wed 18 July |         |                                                        |                               |
| Thu 19 July |         |                                                        |                               |
| Fri 20 July |         |                                                        |                               |
| Sat 21 July |         |                                                        |                               |
| Sun 22 July |         | Water Management Conference – Wagga Wagga (to 24 July) |                               |
| Mon 23 July |         |                                                        |                               |
| Tue 24 July | 10.00am | Council Meeting - Rowena                               | GM, Councilor's and Exec Team |
| Wed 25 July |         |                                                        |                               |
| Thu 26 July |         |                                                        |                               |
| Fri 27 July |         |                                                        |                               |
| Sat 28 July |         |                                                        |                               |
| Sun 29 July |         |                                                        |                               |
| Mon 30 July |         |                                                        |                               |
| Tue 31 July |         |                                                        |                               |



## **5. WALGETT SHIRE COUNCIL WASTE TO ART ANNUAL REPORT 2011 TO 2012**

**REPORTING SECTION:** Community Services  
**AUTHOR:** Christine Dugan - Senior Library Officer  
**FILE NUMBER:** 00/0000

---

### **Summary:**

This report outlines activities of the Waste to Art programs and services designed and implemented for the period July 2011 – June 2012

Programs and events highlighted in this report are collaborated through Walgett Shire Council library staff.

### **Background:**

Waste to Art programs have been active for the last 8 years with Walgett Shire joining Netwaste Exhibitions and Competitions since its inception.

### **Current Position:**

Through the Waste to Art program three workshops were offered to the community.

#### **Carinda:**

A weekend workshop involving Paverpol technics was offered to the Carinda Community with 34 children and adults involved.

#### **Walgett:**

Two weekend workshops were offered to Walgett community. First workshop involved 10 adults printing with waste in mind and the second workshop involved 35 adults making bags from waste materials.

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

Nil

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Community Members  
Youth in Walgett Shire  
Walgett Library Staff  
Waste to Art Competition and Exhibition

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Library Staff have completed these workshops with the Waste to Art Competition Exhibition during Walgett Community Festival in mind. Participants from these workshops will be involved in entering exhibits from waste materials into the exhibition.

| Walgett Shire Council Libraries                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That the Walgett Shire Waste to Art Program report July 2011-June2012 be received and noted.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Nil

## 6. CASH ON HAND & INVESTMENT REPORT – MARCH 2012

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

---

### Summary:

This report summarises the cash on hand and investments held by Walgett Shire Council as at 31 March 2012.

### Background:

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

### Current Position:

As at 31 March 2012 the operational bank account's balance was \$755,362.19. The reconciliation of this balance is:

#### Operational Account Bank Reconciliation As at 31 March 2012

|                                                              |                       |
|--------------------------------------------------------------|-----------------------|
|                                                              | \$                    |
| <b>Opening Ledger Account Balance as at 1 March 2012</b>     | <b>615,319.87</b>     |
| Add: Receipts                                                | 1,944,676.64          |
| Add: Recalled Investments                                    |                       |
| Less: New Investments                                        |                       |
| Less: Payments                                               | (1,812,160.45)        |
| <b>Closing Ledger Balance as at 31 March 2012</b>            | <b>747,836.06</b>     |
| <br><b>Balance as per Bank Statement as at 31 March 2012</b> | <br><b>755,362.19</b> |
| Add: Receipts not banked                                     | 11,043.82             |
| Less: Payments not presented                                 | (18,569.95)           |
| <b>Closing Balance of Bank Account</b>                       | <b>747,836.06</b>     |

No Term Deposits were recalled in March 2012.

No New Term Deposits were made in March 2012.

1 transfer of \$750,000 was done from the 24hour online account in March 2012.

## WALGETT SHIRE COUNCIL AGENDA

No transfers were made to the 24hour online account in March 2012.

As at 31 March 2012 Walgett Shire Council's investment register's balance was \$8,002,094.49.

The balance as per the attached investment report comprised:

|                                                    |                |
|----------------------------------------------------|----------------|
| Term Deposits                                      | \$8,000,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 2,094.49    |

The values disclosed for the Floating Rate Collateralized Debt Obligation (CDO) are market values as at 29 February 2012 and were supplied by the ANZ Group.

|                                |                |
|--------------------------------|----------------|
| 24 Hour Online Account Balance | \$1,013,969.28 |
|--------------------------------|----------------|

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

|                |                                               |
|----------------|-----------------------------------------------|
| 09/1772/0020   | March 2012 bank reconciliation ledger 11.5010 |
| 09/1460-02/008 | Investments Report To Council 2011-2012       |

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council

### **Financial Implications:**

As per report

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

NIL

## WALGETT SHIRE COUNCIL AGENDA

As at 31 March 2012 Walgett Shire Council's investment register's balance was \$8,002,094.49. The balance as per the attached investment report comprised:

|                                                    |                |
|----------------------------------------------------|----------------|
| Term Deposits                                      | \$8,000,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 2,094.49    |

The values disclosed for the Floating Rate Collateralized Debt Obligation (CDO) are market values as at 29 February 2012 and were supplied by the ANZ Group.

|                                |                |
|--------------------------------|----------------|
| 24 Hour Online Account Balance | \$1,013,969.28 |
|--------------------------------|----------------|

### Relevant Reference Documents/Policies:

|                |                                               |
|----------------|-----------------------------------------------|
| 09/1772/0020   | March 2012 bank reconciliation ledger 11.5010 |
| 09/1460-02/008 | Investments Report To Council 2011-2012       |

### Governance issues:

Nil

### Environmental issues:

Nil

### Stakeholders:

Walgett Shire Council  
Residents of Walgett Shire Council

### Financial Implications:

As per report

### Alternative Solutions/Options:

NIL

### Conclusion:

As at 31 March 2012 Walgett Shire Council's total available cash and invested funds were \$9,763,899.83 represented by:

|                                        |                |
|----------------------------------------|----------------|
| Reconciled Operational Account Balance | \$ 747,836.06  |
| Investments                            | \$8,002,094.49 |
| 24 Hour Online Saver Account           | \$1,013,969.28 |

### CASH ON HAND AND INVESTMENT REPORT AS AT 31 MARCH 2012

#### Recommendation:

1. That the cash on hand and investment report as at 31 March 2012 be received.

Moved:

Seconded:

# WALGETT SHIRE COUNCIL AGENDA

## Attachments:

| <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> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|--------------------|---------------|------------|-------------------|----------------------|
| <b>Term Deposits</b>                                                                                                                                                                                                        |                           |                    |               |            |                   |                      |
| National Australia Bank                                                                                                                                                                                                     | Term Deposit              | 189                | 5.85          | 735/12     |                   | 02-May-12            |
| Bank of Queensland                                                                                                                                                                                                          | Term Deposit              | 182                | 5.80          | 745/12     |                   | 30-May-12            |
| National Australia Bank                                                                                                                                                                                                     | Term Deposit              | 126                | 5.99          | 749/12     |                   | 18-Apr-12            |
| National Australia Bank                                                                                                                                                                                                     | Term Deposit              | 133                | 6.10          | 752/12     |                   | 02-May-12            |
| Credit Union Australia                                                                                                                                                                                                      | Term Deposit              | 329                | 5.83          | 754/12     |                   | \$250,000.00         |
| Bank of Queensland                                                                                                                                                                                                          | Term Deposit              | 182                | 6.00          | 755/12     |                   | \$250,000.00         |
| Bankwest                                                                                                                                                                                                                    | Term Deposit              | 98                 | 6.00          | 756/12     |                   | \$500,000.00         |
| National Australia Bank                                                                                                                                                                                                     | Term Deposit              | 126                | 5.88          | 757/12     |                   | \$250,000.00         |
| Newcastle Permanent Building Society                                                                                                                                                                                        | Term Deposit              | 84                 | 5.71          | 758/12     |                   | \$250,000.00         |
| Bankwest                                                                                                                                                                                                                    | Term Deposit              | 154                | 5.70          | 759/12     |                   | \$250,000.00         |
| Newcastle Permanent Building Society                                                                                                                                                                                        | Term Deposit              | 91                 | 5.81          | 760/12     |                   | \$500,000.00         |
| Newcastle Permanent Building Society                                                                                                                                                                                        | Term Deposit              | 91                 | 5.78          | 761/12     |                   | \$250,000.00         |
| Suncorp                                                                                                                                                                                                                     | Term Deposit              | 182                | 6.00          | 762/12     |                   | \$250,000.00         |
| Credit Union Australia                                                                                                                                                                                                      | Term Deposit              | 322                | 5.95          | 763/12     |                   | \$250,000.00         |
| Suncorp                                                                                                                                                                                                                     | Term Deposit              | 322                | 5.80          | 764/12     |                   | \$250,000.00         |
| National Australia Bank                                                                                                                                                                                                     | Term Deposit              | 182                | 5.88          | 765/12     |                   | \$500,000.00         |
| Bank of Queensland                                                                                                                                                                                                          | Term Deposit              | 182                | 5.85          | 766/12     |                   | \$250,000.00         |
| Credit Union Australia                                                                                                                                                                                                      | Term Deposit              | 210                | 5.96          | 767/12     |                   | \$250,000.00         |
| Suncorp                                                                                                                                                                                                                     | Term Deposit              | 182                | 5.86          | 768/12     |                   | \$250,000.00         |
| Credit Union Australia                                                                                                                                                                                                      | Term Deposit              | 343                | 6.05          | 769/12     |                   | \$250,000.00         |
| Bankwest                                                                                                                                                                                                                    | Term Deposit              | 182                | 5.85          | 770/12     |                   | \$250,000.00         |
| IMB                                                                                                                                                                                                                         | Term Deposit              | 91                 | 5.80          | 771/12     |                   | \$500,000.00         |
| Suncorp                                                                                                                                                                                                                     | Term Deposit              | 119                | 5.60          | 772/12     |                   | \$250,000.00         |
| IMB                                                                                                                                                                                                                         | Term Deposit              | 182                | 5.80          | 773/12     |                   | \$500,000.00         |
| CBA                                                                                                                                                                                                                         | Term Deposit              | 91                 | 5.31          | 774/12     |                   | \$500,000.00         |
| Bankwest                                                                                                                                                                                                                    | Term Deposit              | 98                 | 5.85          | 775/12     |                   | \$250,000.00         |
| <b>Floating Rates Collateralized Debt Obligations (CDO)</b>                                                                                                                                                                 |                           |                    |               |            |                   |                      |
| Zircon Finance Ltd                                                                                                                                                                                                          | Floating Rate CDO         |                    | 0.00          |            |                   | 20-Sep-14            |
| Morgan Stanley Aces SP                                                                                                                                                                                                      | Floating Rate CDO         | 91                 | 6.950         |            | 20-Mar-12         | 20-Jun-15            |
| Helium Capital Ltd                                                                                                                                                                                                          | Floating Rate CDO         |                    | 0.0000        |            |                   | 23-Jun-14            |
| Note that this is a separate interest bearing account linked with the Main Bank Account                                                                                                                                     |                           |                    |               |            |                   |                      |
| <b>Investment Report as at 31 March 2012</b>                                                                                                                                                                                |                           |                    |               |            |                   |                      |
| I hereby certify that the investments shown herein have been invested in accordance with Section 625 of the Local Government Act 1993, associated regulations and in accordance with Council's Policies and Procedures.     |                           |                    |               |            |                   |                      |
| Signed                                                                                                                                                                                                                      |                           |                    |               |            |                   |                      |
| Susie Jones                                                                                                                                                                                                                 |                           |                    |               |            |                   |                      |
| Finance Manager                                                                                                                                                                                                             |                           |                    |               |            |                   |                      |
| Prepared and Reconciled by Julie McKeown                                                                                                                                                                                    |                           |                    |               |            |                   |                      |
| Finance Officer                                                                                                                                                                                                             |                           |                    |               |            |                   |                      |
| <div> <div> <div>Term Deposit Ledger Balance</div> <div>\$8,002,094.49</div> </div> <div> <div>24 hour Online Bank Account</div> <div>\$1,013,969.28</div> </div> <div> <div></div> <div>\$9,016,063.77</div> </div> </div> |                           |                    |               |            |                   |                      |

*Susie Jones*

Susie Jones  
Finance Manager

Prepared and Reconciled by Julie McKeown  
Finance Officer

*J. McKeown 11/4/12.*

## 7. CASH ON HAND & INVESTMENT REPORT – APRIL 2012

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

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### Summary:

This report summarises the cash on hand and investments held by Walgett Shire Council as at 30 April 2012.

### Background:

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

### Current Position:

As at 30 April 2012 the operational bank account's balance was \$588,796.50. The reconciliation of this balance is:

#### Operational Account Bank Reconciliation As at 30 April 2012

|                                                              |                       |
|--------------------------------------------------------------|-----------------------|
|                                                              | \$                    |
| <b>Opening Ledger Account Balance as at 1 April 2012</b>     | <b>747,836.06</b>     |
| Add: Receipts                                                | 1,889,136.00          |
| Add: Recalled Investments                                    |                       |
| Less: New Investments                                        |                       |
| Less: Payments                                               | (2,053,138.59)        |
| <b>Closing Ledger Balance as at 30 April 2012</b>            | <b>583,833.47</b>     |
| <br><b>Balance as per Bank Statement as at 30 April 2012</b> | <br><b>588,796.50</b> |
| Add: Receipts not banked                                     | 246.30                |
| Less: Payments not presented                                 | (5,209.33)            |
| <b>Closing Balance of Bank Account</b>                       | <b>583,833.47</b>     |

No Term Deposits were recalled in April 2012.

No New Term Deposits were made in April 2012.

2 transfers to the value of \$1,020,000 were done from the 24hour online account in April 2012.

No transfers were made to the 24hour online account in April 2012.

## WALGETT SHIRE COUNCIL AGENDA

|                                                    |                |
|----------------------------------------------------|----------------|
| Term Deposits                                      | \$8,000,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 330.06      |

The values disclosed for the Floating Rate Collateralized Debt Obligation (CDO) are market values as at 31 March 2012 and were supplied by the ANZ Group.

|                                |           |
|--------------------------------|-----------|
| 24 Hour Online Account Balance | \$ 192.56 |
|--------------------------------|-----------|

### Relevant Reference Documents/Policies:

|                |                                               |
|----------------|-----------------------------------------------|
| 09/1772/0021   | April 2012 bank reconciliation ledger 11.5010 |
| 09/1460-02/008 | Investments Report To Council 2011-2012       |

### Governance issues:

Nil

### Environmental issues:

Nil

### Stakeholders:

Walgett Shire Council  
Residents of Walgett Shire Council

### Financial Implications:

As per report

### Alternative Solutions/Options:

NIL

### Conclusion:

As at 30 April 2012 Walgett Shire Council's total available cash and invested funds were \$8,584,356.09 represented by:

|                                        |                |
|----------------------------------------|----------------|
| Reconciled Operational Account Balance | \$ 583,833.47  |
| Investments                            | \$8,000,330.06 |
| 24 Hour Online Saver Account           | \$ 192.56      |

### CASH ON HAND AND INVESTMENT REPORT AS AT 30 APRIL 2012

#### Recommendation:

3. That the cash on hand and investment report as at 30 April 2012 be received.

**Moved:**

**Seconded:**





# WALGETT SHIRE COUNCIL AGENDA

## Attachments:

| Investment Institution                                      | Type of Investment | Term (days) | Rate % | Ref    | Reset Date | Maturity Date |                       |
|-------------------------------------------------------------|--------------------|-------------|--------|--------|------------|---------------|-----------------------|
| <b>Term Deposits</b>                                        |                    |             |        |        |            |               |                       |
| National Australia Bank                                     | Term Deposit       | 189         | 5.85   | 735/12 |            | 02-May-12     | \$250,000.00          |
| Bank of Queensland                                          | Term Deposit       | 182         | 5.80   | 745/12 |            | 30-May-12     | \$250,000.00          |
| National Australia Bank                                     | Term Deposit       | 133         | 6.10   | 752/12 |            | 02-May-12     | \$250,000.00          |
| Credit Union Australia                                      | Term Deposit       | 329         | 5.83   | 754/12 |            | 05-Dec-12     | \$250,000.00          |
| Bank of Queensland                                          | Term Deposit       | 182         | 6.00   | 755/12 |            | 11-Jul-12     | \$500,000.00          |
| National Australia Bank                                     | Term Deposit       | 126         | 5.88   | 757/12 |            | 23-May-12     | \$250,000.00          |
| Bankwest                                                    | Term Deposit       | 154         | 5.70   | 759/12 |            | 04-Jul-12     | \$250,000.00          |
| Newcastle Permanent Building Society                        | Term Deposit       | 91          | 5.81   | 760/12 |            | 09-May-12     | \$500,000.00          |
| Newcastle Permanent Building Society                        | Term Deposit       | 91          | 5.78   | 761/12 |            | 16-May-12     | \$250,000.00          |
| Suncorp                                                     | Term Deposit       | 182         | 6.00   | 762/12 |            | 15-Aug-12     | \$250,000.00          |
| Credit Union Australia                                      | Term Deposit       | 322         | 5.95   | 763/12 |            | 09-Jan-13     | \$250,000.00          |
| Suncorp                                                     | Term Deposit       | 322         | 5.80   | 764/12 |            | 09-Jan-13     | \$250,000.00          |
| National Australia Bank                                     | Term Deposit       | 182         | 5.88   | 765/12 |            | 22-Aug-12     | \$500,000.00          |
| Bank of Queensland                                          | Term Deposit       | 182         | 5.85   | 766/12 |            | 29-Aug-12     | \$250,000.00          |
| Credit Union Australia                                      | Term Deposit       | 210         | 5.96   | 767/12 |            | 26-Sep-12     | \$250,000.00          |
| Suncorp                                                     | Term Deposit       | 182         | 5.86   | 768/12 |            | 05-Sep-12     | \$250,000.00          |
| Credit Union Australia                                      | Term Deposit       | 343         | 6.05   | 769/12 |            | 13-Feb-13     | \$250,000.00          |
| Bankwest                                                    | Term Deposit       | 182         | 5.85   | 770/12 |            | 05-Sep-12     | \$250,000.00          |
| IMB                                                         | Term Deposit       | 91          | 5.80   | 771/12 |            | 13-Jun-12     | \$500,000.00          |
| Suncorp                                                     | Term Deposit       | 119         | 5.60   | 772/12 |            | 18-Jul-12     | \$250,000.00          |
| IMB                                                         | Term Deposit       | 182         | 5.80   | 773/12 |            | 19-Sep-12     | \$500,000.00          |
| CBA                                                         | Term Deposit       | 91          | 5.31   | 774/12 |            | 20-Jun-12     | \$500,000.00          |
| Bankwest                                                    | Term Deposit       | 98          | 5.85   | 775/12 |            | 04-Jul-12     | \$250,000.00          |
| Newcastle Permanent Building Society                        | Term Deposit       | 105         | 5.73   | 776/12 |            | 25-Jul-12     | \$250,000.00          |
| Bankwest                                                    | Term Deposit       | 98          | 5.80   | 777/12 |            | 25-Jul-12     | \$250,000.00          |
| National Australia Bank                                     | Term Deposit       | 182         | 5.70   | 778/12 |            | 17-Oct-12     | \$250,000.00          |
| <b>Floating Rates Collateralized Debt Obligations (CDO)</b> |                    |             |        |        |            |               | <b>\$8,000,000.00</b> |
| Zircon Finance Ltd                                          | Floating Rate CDO  |             | 0.00   |        |            | 20-Sep-14     | \$0.00                |
| Morgan Stanley Acs SP                                       | Floating Rate CDO  | 91          | 6.950  |        | 20-Mar-12  | 20-Jun-15     | \$330.06              |
| Hellum Capital Ltd                                          | Floating Rate CDO  |             | 0.0000 |        |            | 23-Jun-14     | \$0.00                |
|                                                             |                    |             |        |        |            |               | <b>\$330.06</b>       |
|                                                             |                    |             |        |        |            |               | <b>\$8,000,330.06</b> |
|                                                             |                    |             |        |        |            |               | <b>\$192.56</b>       |
|                                                             |                    |             |        |        |            |               | <b>\$8,000,522.62</b> |

Note that this is a separate interest bearing account linked with the Main Bank Account  
Investment Report as at 30 April 2012  
I hereby certify that the investments shown herein have been invested in accordance with Section 625 of the Local Government Act 1993, associated regulations and in accordance with Council's Policies and Procedures.

Signed  1/5/12  
Susie Jones  
Finance Manager

Prepared and Reconciled by Julie McKeown  
Finance Officer  1/5/12.

## **8. SALE OF LAND FOR OVERDUE RATES**

**REPORTING SECTION:** Corporate Services

**AUTHOR:** Carmel Readford

**FILE NUMBER:** 09/745-07

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### **Summary:**

The sale of land for overdue rates took place on 17<sup>th</sup> December 2011 .

Council must write off the rates and charges that were not covered by the sale proceeds in accordance with s719 of the Local Government Act and the report recommends the writing off of rates and charges that were not able to be recovered from the sale proceeds

### **Background:**

A sale of land for overdue rates was conducted on 17 December 2012 with all eight (8) properties being sold. Settlement of the properties was undertaken by Council's solicitor, Booth Brown, Samuels & Olney.

### **Current Position:**

Of the eight properties listed for sale of land for overdue rates, only one property has not been settled. One property was sold in excess of the amount required to meet the expenses and outstanding rates with the surplus to be refunded to the registered owner.

Unfortunately, there have been several delays with the transfers going through because of the floods. Further, two properties required new contracts with the adding of additional names (because of finance or other issues). This delayed the settlement and the determination of final legal fees for the conduct of the sales.

The final expenses incurred in connection with the sale have now been finalised with the exception of Assessment 11684. Although the deposit has been paid, the settlement cheque of \$13,500 has still to be received. Council's Solicitor Booth, Brown, Samuels & Olney were contacted again on 9<sup>th</sup> May and advised that the timeframe for settlement could not be determined at this stage because of various complications. The matter will continue to be followed up.

The attachment details the financial outcome for the properties that have been finalised.

In accordance with s718 (a) the purchase money has been applied firstly to these expenses and then secondly to the rates and charges due to Council in accordance with s718(b)

The new owners will be responsible for the pro-rata rates and charges for the 2011/12 levy and these have been calculated as detailed on the attachment.

In accordance with s 719(b) if the purchase money is less than the amount owing the rates charges and debts are taken as fully satisfied. Therefore, Council must write off Rates and charges totalling \$55,786.57 as detailed on the attachment. It is noted that an additional write off will be needed for Assessment 11684 when this property has been settled

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

Nil

### **Governance issues:**

## WALGETT SHIRE COUNCIL AGENDA

The sale was conducted under the provisions of Sec 713 of the LGA 1993

### **Environmental issues:**

Nil

### **Stakeholders:**

Walgett Shire Council  
Ratepayers and Residents

### **Financial Implications:**

The Sale of land for overdue rates resulted in a net write off of \$55786.57 being the amount of rates and expenses not recoverable from the sale proceeds. This however restores the status of these properties to a current rate position and it is assumed that the new owners will meet their rate commitment as new rates are levied in ensuing years.

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

Nil

### **Conclusion:**

As the report notes, a number of factors have contributed to the length of time taken to finalise the sale held on 17 December 2011. It is hoped that the final property will be settled shortly and that all transactions associated with the sale can then be finalised.

#### **Rates write off following Sale of Land for Overdue Rates**

### **Recommendation:**

1 That Council authorise the write off of rates and charges totalling \$ 55,786.56 as detailed on the attachment following the Sale of land for Overdue Rates that took place on the 17<sup>th</sup> December 2011.

2 Further, that council note there will be an additional write off will be required when assessment 16808 is settled and final costs determined.

**Moved:**

**Seconded:**

### **Attachments:**

Sale of Land for Overdue Rates under s713 on 17<sup>th</sup> Dec 2011.

## Sale of Land for Overdue Rates s 713- Dec 2011

Finalised and settled

| Ass<br>No | Old Owners<br>Name | Address         | Sale Price | less Expenses of<br>Sale | less<br>Outstanding<br>Rates | plus Calculate Rates<br>to new owner | Write Off           |        |
|-----------|--------------------|-----------------|------------|--------------------------|------------------------------|--------------------------------------|---------------------|--------|
| 9191      | Bressington        | Oliver St       | 6,000.00   | 1,412.63                 | 7,621.13                     | 316.00                               | 2,717.76            |        |
| 8029      | Key                | Balaclava<br>st | 5,000.00   | 1,400.08                 | 7,076.89                     | 104.00                               | 3,372.97            |        |
| 53520     | Bruin & Houlton    | Narran St       | 5,000.00   | 1,407.63                 | 22,850.74                    | 509.00                               | 18,749.37           |        |
| 11791     | Adams              | Wilson st       | 9,700.00   | 1,414.63                 | 30,284.76                    | 659.00                               | 21,340.39           |        |
| 3269      | Hobbs              | Fox St          | 6,000.00   | 1,400.08                 | 11,273.18                    | 563.00                               | 6,110.26            |        |
| 6692      | Chapman            | 7Warrena        | 35,000.00  | 1,414.62                 | 37,623.19                    | 542.00                               | 3,495.81            |        |
|           |                    |                 |            |                          | Write off to date            |                                      | <b>\$ 55,786.56</b> |        |
| 16808     | Liu                | Morilla St      | 50,000.00  | 1,414.63                 | 16,159.14                    | 398.00                               | 32,824.23           | Refund |
|           |                    | S/T             | 116,700.00 | 9,864.31                 | 132,889.03                   | 3,091.00                             | 22,962.33           |        |

## **9. HERITAGE ACTIVITIES AND REPORTING 2011/2012**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Director of Planning & Regulatory Services, Matthew Goodwin  
**FILE NUMBER:** 10/270

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### **Summary:**

Council's Heritage Advisor has prepared a series of heritage related reports for 2011-2012 for submission on behalf of Walgett Shire Council to the Office of Environment and Heritage. It is recommended that Council note and endorse the respective reports, also adopt an updated Heritage Strategic Plan for 2012-2015.

### **Background:**

Council has two ongoing local heritage programs, as follows:

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

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

### **Current Position:**

HERITAGE ADVISOR ACTIVITIES:- Ray Christison is engaged to implement Council's Heritage Strategy and to provide advice to owners of heritage properties. During the period he worked with owners of heritage buildings to ensure good outcomes for their properties and provided advice to Council on development applications affecting heritage items.

The following has been achieved in 2011-2012.

- Provision of advice on the management of heritage items within the shire, including:
  - All Saints Anglican Church, Carinda,
  - Burren Junction CWA Rest Rooms,
  - Carinda Memorial Hall,
  - Cottage – 3 Warrena Street, Walgett,
  - Glenburnie Homestead & outbuildings,
  - Lightning Ridge Hospital (former),
  - Milrea Barracks & Homestead,
  - Walgett Pharmacy (colour scheme),
  - Walgett Shire Chambers (former).
- Advice provided on developments potentially affecting heritage places, including:
  - Collarenebri Police Station,
  - Cottage – 3 Warrena Street, Walgett,

## WALGETT SHIRE COUNCIL AGENDA

- Cottage - 23 Warrena Street, Walgett,
  - Paddy O'Hara's Hut, Lightning Ridge.
- Provision of small grants through the Local Heritage Fund to assist owners of heritage properties:
  - Burren Junction CWA Rest Rooms,
  - Glenburnie Stables,
  - Milrea Barracks.
- Further clarification of funding opportunities to support a preserved opal fields archaeological study.
- Development of a 2012/2015 Heritage Strategy.

**HERITAGE REPORTS:-** The Office of Environment and Heritage requires annual reports to be prepared by council's Heritage Advisor as follows:

- Heritage Strategy Annual Report 2011-2012 (Attachment A).
- Local Heritage Fund Annual Report 2011-2012 (Attachment B).
- Walgett Shire Council Heritage Strategic Plan 2012-2015 (Attachment C).

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

- Report of the Community Based Heritage Study of Walgett Shire, 2008 (Trim 09/1165/013).
- Heritage Branch reminder e-mail regarding grant claiming (Trim 09/1165-02/0016).

### **Governance issues:**

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

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

### **Environmental issues:**

Council's local heritage grant and heritage advisory service programs are a positive demonstration by Council that it is committed to assisting land owners with the maintenance of local heritage items.

### **Stakeholders:**

Owners of items proposed for listing as items of local heritage, Walgett Shire Council, public, NSW Office of Environment & Heritage.

## WALGETT SHIRE COUNCIL AGENDA

### Financial Implications:

Council's 2011-2012 budget included the following amounts for heritage related matters:

|         | LINE ITEM               | AMOUNT   |
|---------|-------------------------|----------|
| Revenue | Heritage advisor grant  | \$7,500  |
|         | Heritage projects grant | \$8,500  |
| Expense | Heritage advisor        | \$22,500 |
|         | Heritage projects       | \$22,500 |

Receipt of the heritage advisor grant and the local heritage fund grant is conditional upon Council submitting the appropriate reports and plan (Attachments A, B and C). These documents must be submitted to the Office of Environment and Heritage by 30 May 2012.

### Alternative Solutions/Options:

Do nothing:- Council could choose not to endorse the documents that are required by the Office of Environment and Heritage. This may result in the Office withdrawing some or all heritage grant funds.

### Conclusion:

#### Heritage activities and reporting 2010-2011

#### Recommendation:

That Walgett Shire Council resolve to:

1. Note the report on the activities of Walgett Shire Council's Heritage Advisor, Ray Christison, during 2011-2011.
2. Endorse and adopt the following documents, as prepared by Walgett Shire Council's Heritage Advisor, Ray Christison.
  - (a) The Walgett Shire Heritage Strategy Annual Report 2011-2012
  - (b) The Walgett Shire Local Heritage Fund Annual Report 2011-2012
  - (c) The Walgett Shire Council Heritage Strategic Plan 2012-2015
3. Endorse the submission of the documents to the Office of Environment and Heritage

**Moved:**

**Seconded:**

### Attachments:

- A – Walgett Shire Heritage Strategy Annual Report 2011-2012
- B – Walgett Local Heritage Fund Annual Report 2011-2012
- C – Walgett Shire Council Heritage Strategic Plan 2012-2015

ATTACHMENT A – Walgett Shire Heritage Strategy Annual report 2011-2012



**Your Council name:** Walgett Shire Council

**NSW Heritage Grants**

**Local Government Heritage Management Program**

**Template for Heritage Strategy Annual Report 2011-2012**

I confirm that the total expenditure for the heritage advisor service during 2011-12 (which includes an estimate for the June 2012 visit ) was \$ 9,175.00 ex GST.

**Background**

A requirement of the *NSW Heritage Grants* Local Government heritage advisor program is that each Council must prepare, adopt and implement a three year Heritage Strategy for 2011-12 to 2013-14. This strategy must be based on the Heritage Branch Department of Planning publication, *'Recommendations for local council heritage management'*.

**Local government heritage advisor annual reporting requirements for 2011-12**

As part of the funding agreement for your heritage advisor, Council must prepare and submit an annual report on the implementation of your Council's Heritage Strategy to your local Council and the Heritage Branch by 15 May each year. Generally this report will be prepared by your Council's heritage advisor and heritage officer.

**All Councils to use this Heritage Strategy Annual Report template**

The 2011-12 heritage strategy annual report template outcomes and indicators are based on a standardised heritage strategy developed from the *'Recommendations for local council heritage management'* publication available on the Heritage website at [www.heritage.nsw.gov.au](http://www.heritage.nsw.gov.au) and search the publications.

Council's must use this reporting template to summarise your Council's achievements throughout the year. You should complete this locked word document template electronically by inserting your responses as follows:

1. Fill in the key performance indicator data in the **grey areas** for each heritage strategy recommendation.
2. Using this data, complete the **grey areas** for all four evaluation questions for each outcome.
3. If you would like to include extra information about and for your Council, please add your comments in the 'optional comments' **grey area**.

**Please do not alter or change the template.** This template is a locked word document.

The Heritage Branch will collate this data into an annual report on the NSW Heritage Grants Local Government Heritage Management program. This report will be made available on the Heritage website Local Government Heritage Management information page and program evaluation page.

**Lodging your heritage strategy annual report for 2011-12**

As per the heritage advisor agreement, a copy of this annual report must be:

1. Lodged with your Council for adoption.
2. Lodged with the Heritage Branch



**Recommendation 1****Establish a heritage committee to deal with heritage matters in your area****Outcome 1** (Caring for our heritage)**Increased community participation, awareness and appreciation of heritage in the local area****Key Performance Indicators**

|                                                                                                        |                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Heritage committee established<br>Heritage committee constituted under<br>S377 of Local Government Act | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br><i>Optional comments</i> There is no Heritage committee<br>operating within Walgett Shire |
| Heritage policy written and adopted by<br>Council                                                      | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Date completed<br>Date/s reviewed and updated<br><i>Optional comments</i>                                                                                        |
| Heritage committee advice/input to council<br>decision making                                          | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br># of pieces of advice/input to Council<br>decision making<br><i>Optional comments</i>                                                                            |
| Local heritage consultants directory<br>established                                                    | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/><br><i>Optional comments</i>                                                                                                                                         |
| Local services and suppliers directory<br>established                                                  | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/><br><i>Optional comments</i>                                                                                                                                         |

**Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Council does not have a Heritage Committee. This is considered impractical in a shire as large as Walgett Shire.
2. What were the key results or achievements for this year? Engagement with a range of communities across the shire.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. Flooding at various times of the year prevented access to the shire, and particularly to outlying properties.
4. What will you do next year? Write and adopt a Heritage Policy.

**Recommendation 2****Identify the heritage items in your area and list them in your local environmental plan.****Outcome 2** (Knowing and valuing our heritage)**Increased knowledge and proactive management of heritage in your local area****Key Performance Indicators**

|                                             |                                                                                                                                                                    |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Community based heritage study<br>completed | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/><br>Date completed April 2008<br>Date/s reviewed and updated Ongoing review<br>being undertaken |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## WALGETT SHIRE COUNCIL AGENDA

|                                                                                                                         |                                                                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                         | # 129 of heritage items recommended for inclusion in your LEP heritage schedule<br><i>Optional comments</i> We are undertaking an ongoing review to enhance understanding of places identified in the heritage study.        |
| Aboriginal heritage study completed                                                                                     | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/><br>Date completed May 2011<br>Date/s reviewed and updated<br><i>Optional comments</i>                                                                    |
| No. of heritage items included in existing LEP heritage schedule                                                        | # 0 of heritage items included in LEP heritage schedule<br>Date completed<br>Date/s reviewed and updated<br><i>Optional comments</i>                                                                                         |
| Council has gazetted a principal LEP with model heritage provisions in accordance with Standard Instrument (LEPs) Order | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Date gazetted<br><i>Optional comments</i> The Standard Instrument LEP is in the final stages of development.                                          |
| Statement of significance for all heritage items in existing LEP                                                        | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/><br>Date completed April 2008<br>Date/s reviewed and updated<br><i>Optional comments</i> We are reviewing statements of significance on an ongoing basis. |

### **Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Council is in the final stages of completion of a Standard Instrument LEP.
2. What were the key results or achievements for this year? A review of the draft LEP Heritage Schedule undertaken between 2009 and 2011 recommended that 29 items be removed from the list. Recommendations for removal of 27 places were made on the basis that the places in question had marginal significance, had been destroyed or demolished, and/or were derelict and unrepairable. Two were removed in response to owner objections.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. None
4. What will you do next year? Continue to review the heritage study, recording new items on a progressive basis.

## **Recommendation 3**

**Appoint a heritage and urban design advisor to assist the council, the community and owners of listed heritage items.**

### **Outcome 3** (Caring for our heritage)

**Increased community participation and proactive heritage and urban design management in your local area**

#### **Key Performance Indicators**

|                                       |                                                                       |
|---------------------------------------|-----------------------------------------------------------------------|
| Site visits                           | # 21 of heritage site visits undertaken<br><i>Optional comments</i>   |
| Heritage/urban design advice given    | # 9 of heritage/urban design advice given<br><i>Optional comments</i> |
| Pre DA advice given on heritage/urban | # 1 of pre DA advice given on heritage/urban                          |

## WALGETT SHIRE COUNCIL AGENDA

|                                                                  |                                                                                                     |
|------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| design issues                                                    | design issues<br><i>Optional comments</i>                                                           |
| Advice to Council DAs provided on heritage/urban design projects | # 3 of advice to Council DAs provided on heritage/urban design projects<br><i>Optional comments</i> |

### **Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Activity during the year has decreased marginally due to flooding within the shire.
2. What were the key results or achievements for this year? Ongoing engagement with a range of communities regarding the management of heritage places and their environs.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. Flooding during the year made many parts of the shire difficult to access. Heavy flooding of the Castlereagh, Namoi and Barwon Rivers also led to the total isolation of the shire for two months.
4. What will you do next year? Continue to visit properties throughout the shire, provide advice and encourage a proactive approach to heritage management.

## **Recommendation 4**

### **Manage local heritage in a positive manner**

### **Outcome 4** (Caring for our heritage)

#### **Proactive heritage and urban design management in your local area**

#### **Key Performance Indicators**

|                                                                 |                                                                                                                                                                                                      |
|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Heritage DCP                                                    | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Date completed<br>Date/s reviewed and updated<br><i>Optional comments</i> Council is currently developing DCPs for the shire. |
| Urban design DCP                                                | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Date completed<br>Date/s reviewed and updated<br><i>Optional comments</i>                                                     |
| Waive or reduce DA fees                                         | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br><i>Optional comments</i>                                                                                                      |
| Adopt a flexible approach to planning and building requirements | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br><i>Optional comments</i>                                                                                                      |

### **Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Council has yet to introduce DCPs relevant to heritage management.
2. What were the key results or achievements for this year? Continued referral of urban design issues to the Heritage advisor for comment.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. None.
4. What will you do next year? Develop DCPs relevant to the effective management of heritage within the shire.

**Recommendation 5**

**Introduce a local heritage incentives fund to provide small grants to encourage local heritage projects**

**Outcome 5** (Caring for our heritage)

**Increased community participation and proactive conservation and management of heritage in your local area**

**Key Performance Indicators**

|                                                      |                                                                                                 |
|------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| Local heritage fund operational                      | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/><br><i>Optional comments</i> |
| Heritage projects funded with this years funding     | # 3 of heritage projects funded this financial year                                             |
| Total project value                                  | Total \$ 22,745.00 project value                                                                |
| Total local heritage fund contribution               | Total \$ 10,765.00 contributed by local heritage fund                                           |
| Total owner contribution to project                  | Total \$ 12,070.00 contributed by local heritage owner to heritage project                      |
| **Heritage projects that contribute to local tourism | # 0 of heritage projects that contribute to local tourism<br><i>Optional comments</i>           |
| **Projects created paid employment                   | # 1 of jobs created<br><i>Optional comments</i>                                                 |
| **Projects created volunteer opportunities           | # 100 of volunteer hours contributed<br><i>Optional comments</i>                                |

*\*\* These indicators are important NSW Government indicators related to tourism, jobs and employment creation and must be completed.*

**Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? There is a steady demand for Local Heritage Fund projects within the shire. Availability of tradespeople and adverse weather conditions have an impact on the ability of property owners to undertake projects.
2. What were the key results or achievements for this year? Complete restoration of a near derelict stables at Burren Junction and restoration of the 1860s barracks on Milrea Station.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. One approved project failed as flooding severely restricted the availability of tradespeople.
4. What will you do next year? Continue the Local Heritage Fund and liaise with property owners regarding projects.

**Recommendation 6**

**Run a heritage main street program**

**Outcome 6** (Caring for our heritage)

**Council, owners and the community actively participate in attractive and well managed heritage main streets**

**Key Performance Indicators**

|                                            |                                                                                                 |
|--------------------------------------------|-------------------------------------------------------------------------------------------------|
| Heritage main street committee operational | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br><i>Optional comments</i> |
| Heritage main street study completed       | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                             |

## WALGETT SHIRE COUNCIL AGENDA

|                                                                    |                                                                                                                   |
|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
|                                                                    | Date completed<br>Date/s reviewed and updated<br><i>Optional comments</i>                                         |
| Heritage main street study recommendations implemented             | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Date completed<br><i>Optional comments</i> |
| Heritage main street program expanded to other main streets in LGA | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br><i>Optional comments</i>                   |

### **Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Little has been done in this area to date, apart from working with individual building owners.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results?  
Briefly describe and show what action has been taken to address this.
4. What will you do next year? Council will consider conducting a Heritage Main Street Study in Walgett.

## **Recommendation 7**

### **Present educational and promotional programs**

### **Outcome 7** (Valuing our heritage)

#### **Increased awareness and appreciation of heritage by the Council, owners and the community in your local area**

#### **Key Performance Indicators**

|                                                                                                                                                     |                                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Heritage information available for LGA (eg brochures, website, guidelines etc)                                                                      | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/><br>Date/s originally set up 2008<br>Date/s reviewed and updated<br><i>Optional comments</i> All heritage studies, including the Aboriginal Heritage Study, and other resources are available online. |
| Heritage promotional events held (eg National Trust Heritage Festival, local heritage festivals, heritage awards scheme, main street festivals etc) | # 2 of heritage events held in last financial year<br><i>Optional comments</i> Exhibition on floods at the Walgett Historical Society and official opening of the building conservation project on Walford House, Lightning Ridge.                                       |
| Local/regional heritage tourism strategy completed                                                                                                  | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Date completed<br>Date/s reviewed and updated<br><i>Optional comments</i>                                                                                                                         |
| Heritage trail completed                                                                                                                            | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>Date completed<br>Date/s reviewed and updated<br><i>Optional comments</i>                                                                                                                         |
| Heritage training for staff                                                                                                                         | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br># staff attended training<br><i>Optional comments</i>                                                                                                                                             |
| Heritage training for Councillors                                                                                                                   | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br># Councillors attended training<br><i>Optional comments</i>                                                                                                                                       |
| Heritage training/workshops for heritage owners                                                                                                     | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br># of owners attended training<br><i>Optional comments</i>                                                                                                                                         |

## WALGETT SHIRE COUNCIL AGENDA

|                                                      |                                                                                                                                               |
|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Heritage training /workshops for local professionals | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br># of local professionals attended training<br><i>Optional comments</i> |
|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|

### **Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? More emphasis should be placed on training property owners and professionals
2. What were the key results or achievements for this year? Ongoing mentoring of Council planning staff on heritage matters.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. None
4. What will you do next year? Identify opportunities to conduct training workshops.

## **Recommendation 8**

**Set a good example to the community by properly managing places owned or operated by the Council**

### **Outcome 8** (Caring for our heritage)

**Council proactively conserves and manages its heritage assets**

#### **Key Performance Indicators**

|                                                                            |                                                                                                                                                                                         |
|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Council has a asset management plans with action plans for heritage assets | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/><br><i>Optional comments</i> Two date two CMS have been developed for Council heritage properties in Walgett.        |
| CMPs/CMS prepared for state significant heritage assets                    | # 0 of CMPs/CMS prepared for state significant items this financial year<br><i>Optional comments</i> There are currently no state significant heritage assets located within the shire. |
| Annual works budget secured for heritage asset maintenance and repairs     | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br><i>Optional comments</i>                                                                                         |

### **Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Council has few heritage assets within its property portfolio.
2. What were the key results or achievements for this year? No key achievements this year.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. None
4. What will you do next year? Identify additional council assets requiring the preparation of CMS.

## **Recommendation 9**

**Promote sustainable development as a tool for heritage conservation**

### **Outcome 9** (Caring for our heritage)

**Proactive heritage and sustainable development in your local area**

#### **Key Performance Indicators**

|                                                                     |                                                                |
|---------------------------------------------------------------------|----------------------------------------------------------------|
| Heritage Development Application approvals for adaptive reuse works | # 0 of adaptive reuse DA approvals<br><i>Optional comments</i> |
|---------------------------------------------------------------------|----------------------------------------------------------------|

## WALGETT SHIRE COUNCIL AGENDA

|                                                                                                                         |                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Development Application approvals for regeneration and urban design works                                               | # 0 of urban design /regeneration DA approvals<br><i>Optional comments</i>                                                                  |
| Heritage Development application approvals for infill and/or additions works                                            | # 1 of infill/additions DA approvals<br><i>Optional comments</i>                                                                            |
| Pre- DA advice and advice given on sustainable and energy efficient modifications (power, water, waste, carbon neutral) | # 0 of pre-DA advice and advice given on sustainable and energy efficient modifications<br><i>Optional comments</i>                         |
| Sustainability and heritage awareness courses for councillors, council staff, heritage owners and community             | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/><br>#        of people who attended training<br><i>Optional comments</i> |

### **Evaluation:** (social, environmental, economic)

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Sustainability outcomes are largely achieved through ongoing use and management of existing heritage buildings.
  2. What were the key results or achievements for this year? None
  3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this. None in particular
  4. What will you do next year? Identify opportunities for sustainability and heritage awareness courses.
-

ATTACHMENT B – Walgett Local Heritage Fund Annual Report 2011-2012



### Summary Local Heritage Fund Annual Report

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

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

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

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



# WALGETT SHIRE COUNCIL AGENDA

## Walgett Shire Council Local Heritage Fund for 2011-12 financial year

### SUMMARY REPORT ON ALL COMPLETED PROJECTS

| Applicant                                 | Heritage item address                                        | Project description                                                                                                                                                                                            | Total project cost | Applicant's contribution | Local heritage funding |
|-------------------------------------------|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------|------------------------|
| CWA of Burren Junction                    | Burren Junction CWA Rest Rooms, Alma Street, Burren Junction | Erect new boundary fencing at the Burren Junction CWA Rest Rooms.                                                                                                                                              | \$5,000.00         | \$2,500.00               | \$2,500.00             |
| Coral & Philip Marshall                   | Glenburnie Stables, 'Glenburnie', Burren Junction            | Finalise restoration of the stables & paint the exterior.                                                                                                                                                      | \$7,350.00         | \$3,675.00               | \$3,675.00             |
| Jillian Kilby c/- Milrea Pastoral Company | Milrea Barracks, 'Milrea', 42837 Kamilaroi Hwy, Walgett      | Secure & repair roofing, repair guttering & install new downpipes, repair doors & replace one screen door, re-gauze verandah, repair adzed slab walls, repair verandah floor, stabilise & secure the outhouse. | \$10,395.00        | \$5,895.00               | \$4,500.00             |
| <b>TOTAL</b>                              |                                                              |                                                                                                                                                                                                                | <b>\$22,745.00</b> | <b>\$12,070.00</b>       | <b>**\$10,675.00</b>   |

Based on the approved funding agreement for 2011-12 financial year and the local heritage funding expenditure of \$10,675.00, the Heritage Branch will reimburse \$5,337.50.

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

## Walgett Shire Council Local Heritage Fund for 2012

### FINAL PROJECT REPORT

|                               |                                                                   |
|-------------------------------|-------------------------------------------------------------------|
| <b>Heritage item address</b>  | Burren Junction CWA Rest Rooms, Alma Street, Burren Junction.     |
| <b>Project description</b>    | Erect new boundary fencing at the Burren Junction CWA Rest Rooms. |
| <b>Reason for the project</b> | Existing fence was close to the point of failure.                 |
| <b>Heritage item listing</b>  | Draft LEP Heritage Schedule SHI 79                                |
| <b>Applicant</b>              | CWA of Burren Junction                                            |
| <b>Date commenced</b>         | 1 November 2011                                                   |
| <b>Date completed</b>         | 31 March 2012                                                     |
| <b>Total project cost</b>     | <b>\$5,000.00</b>                                                 |
| <b>Applicant contribution</b> | <b>\$2,500.00</b>                                                 |
| <b>Local heritage funding</b> | <b>\$2,500.00</b>                                                 |

**Before photo**



**After photo**



## Walgett Shire Council Local Heritage Fund for 2012

### FINAL PROJECT REPORT

|                               |                                                                       |
|-------------------------------|-----------------------------------------------------------------------|
| <b>Heritage item address</b>  | Glenburnie Stables, 'Glenburnie', Burren Junction.                    |
| <b>Project description</b>    | Finalise restoration of the stables & paint the exterior.             |
| <b>Reason for the project</b> | Final stages of a project to restore a near derelict stable building. |
| <b>Heritage item listing</b>  | Draft LEP Heritage Schedule SHI 144                                   |
| <b>Applicant</b>              | Coral & Philip Marshall                                               |
| <b>Date commenced</b>         | 1 November 2011                                                       |
| <b>Date completed</b>         | 30 April 2012                                                         |
| <b>Total project cost</b>     | <b>\$7,350.00</b>                                                     |
| <b>Applicant contribution</b> | <b>\$3,675.00</b>                                                     |
| <b>Local heritage funding</b> | <b>\$3,675.00</b>                                                     |

Before photo



After photo



**Walgett Shire Council Local Heritage Fund for 2012**

**FINAL PROJECT REPORT**

|                               |                                                                                                                                                                                                                |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Heritage item address</b>  | Milrea Barracks, 'Milrea', 42837 Kamilaroi Hwy, Walgett                                                                                                                                                        |
| <b>Project description</b>    | Secure & repair roofing, repair guttering & install new downpipes, repair doors & replace one screen door, re-gauze verandah, repair adzed slab walls, repair verandah floor, stabilise & secure the outhouse. |
| <b>Reason for the project</b> | General restoration of neglected buildings.                                                                                                                                                                    |
| <b>Heritage item listing</b>  | Draft LEP Heritage Schedule SHI 151                                                                                                                                                                            |
| <b>Applicant</b>              | Jillian Kilby c/- Milrea Pastoral Company                                                                                                                                                                      |
| <b>Date commenced</b>         | 1 November 2011                                                                                                                                                                                                |
| <b>Date completed</b>         | 30 April 2012                                                                                                                                                                                                  |
| <b>Total project cost</b>     | <b>\$10,395.00</b>                                                                                                                                                                                             |
| <b>Applicant contribution</b> | <b>\$5,895.00</b>                                                                                                                                                                                              |
| <b>Local heritage funding</b> | <b>\$4,500.00</b>                                                                                                                                                                                              |

**Before photo**



**After photo**





ATTACHMENT C

**WALGETT SHIRE COUNCIL - HERITAGE STRATEGIC PLAN 2012-15**

**VISION**

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

**STRATEGIES**

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

**Actions**

- List the items identified by the Community-Based Heritage Study in the Local Environmental Plan.
- Complete an Archaeological Management Plan of the Preserved Opal Fields with assistance from the Heritage Branch, Office of Environment & Heritage during 2012-2014.
- Review the 2008 Community-Based Heritage Study to review items and develop more robust statements of significance.
- Continue to identify and record heritage items within the shire.

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

**Actions**

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

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

**Actions**

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

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

**Actions**

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

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

**Actions**

- Prepare and implement Conservation Management Strategies for heritage items owned by Walgett Shire Council.

## **10. MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM DIRECTOR ENGINEERING SERVICES– MAY**

**REPORTING SECTION:** Engineering Section  
**AUTHOR:** Raju Ranjit – Director of Engineering Services  
**FILE NUMBER:** 11/378

---

### **Summary:**

This report is to consider a number of issues that are needed for Council's attention and consideration.

### **Background:**

- 1. Burren Junction School Bus Stop** – Four quotations have been received for the project from different contractors. The quoted prices are \$ 28,000 (footpath concrete works, road base preparation for sealing, installation of box culverts), \$ 27,000 (only for footpath concrete), \$ 64,000(for complete jobs except bus stop signs) and \$ 120,084 (for complete job) that are well above the estimates.

Due to the unreasonable quotes the project has been commenced from Monday 14<sup>th</sup> May and will be completed by 30<sup>th</sup> May 2012 using Council's day labour force at an estimated cost of \$35,000 to complete job.

- 2. Lighting Ridge I.GA Entrance matters**

The site had been inspected by council's engineering department. Based on the site condition and history of the site, the location needs betterment approach and recommend for concrete slab. The proposed slab will be of 10.5 m x 3.73 m and estimated cost is \$9,000.00.

Negotiation with IGA is in progress.

- 3. Lighting Ridge Netball Court pavement**

The proposed rehabilitation works(pavement ) area in Lightning Ridge netball court is 1416 sqm and involves various items such as cleaning the site, mobilisation & establishment and heavy patching work (pulverisation and bitumen sealing). The estimated cost is \$100,000.00.

- 4. Causal Plant Hire Tender**

Following offers have been received after 30<sup>th</sup> March 2012:

- I. ACR Transport Pty Ltd
- II. PR&JA Cochrane
- III. Rollers Australia
- IV. Coates Hire
- V. Tom Williams Grader Hire
- VI. AE&NE Dewson

**Stakeholders:**

Council and users

**Financial Implications**

WSC Management plan 2011/2012

**Alternative Solutions / Options:**

Nil

**Conclusion:**

That the matters listed by Director of Engineering Services for brief mention of information, where not otherwise dealt with, be received and noted.

|                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------|
| <b>Matters Generally for Brief Mention or Information only from Director Engineering Services – 22<sup>nd</sup> May 2012</b> |
|------------------------------------------------------------------------------------------------------------------------------|

**Recommendation:**

1. That the matters listed by the Director of Engineering Services for brief mention for information, where not otherwise dealt with, be received and noted and the offers for Casual Plant Hire and Services be added to the list of eligible contractors.

- **Moved:**

**Seconded:**

**CARRIED**

**Attachments:**

NIL

## 11. MONTHLY FLOOD WORKS REPORT FROM DIRECTOR ENGINEERING SERVICES – MAY 2011

**REPORTING SECTION:** Engineering Services

**AUTHOR:** Raju Ranjit – Director Engineering Services

**FILE NUMBER:** 11/211

### Summary:

The purpose of this report is to inform Council of progress relating to the December 2010 flood works in the period since the report was prepared in late April 2012.

### Background:

RTA – Flood work programs

Shire Roads

| Item No | Description of Works | Amount to be contributed by RTA | Amount to be contributed by Council | Total to date 4-11-2011 | % Budget used | Completed Y/N |
|---------|----------------------|---------------------------------|-------------------------------------|-------------------------|---------------|---------------|
| SR5     | Croyon Rd            | \$40,956                        | \$9,700                             | \$40,881.57             | 105.43        | Y             |
| SR7     | Pampas Rd            | \$21,696                        |                                     | \$4918.97               | 22.67         | Y             |
| SR17    | Tareela Lane         | \$27,050                        |                                     | \$17,954.97             | 66.38         | Y             |
| SR19    | Springs Rd           | \$6,149                         |                                     | \$159.39                | 2.59          | Y             |
| SR21    | Meadow Plains Rd     | \$69,216                        |                                     | \$66,072.35             | 95.46         | Y             |
| SR24    | Marlbone Rd          | \$23,134                        |                                     | \$15,235.37             | 65.86         | Y             |
| SR25    | Wombo Lane           | \$23,462                        |                                     | \$0.00                  | 0.00          | N             |
| SR26    | Hardies Lease Rd     | \$7,313                         |                                     | \$1,796.15              | 24.56         | N             |
| SR27    | Colrose Road         | \$17,217                        |                                     | \$957.47                | 5.56          | N             |
| SR28    | Wingadee Rd          | \$3,850                         |                                     | \$3,500                 | 90.90         | N             |
| SR30    | Nilma Rd             | \$3,041                         |                                     | \$2,064.55              | 67.89         | Y             |
| SR31    | Gungalman Rd         | \$48,888                        | \$9,700                             | \$32,020.33             | 65.50         | Y             |
| SR38    | Wanourie Ck Rd       | \$3,663                         |                                     | \$291.98                | 7.97          | Y             |
| SR40    | Ginghet Rd           | \$57,936                        |                                     | \$53,305.48             | 92.01         | Y             |
| SR43    | Bushs Rd             | \$25,434                        |                                     | \$27,124.17             | 106.65        | Y             |
| SR45    | Borehead Rd          | \$4,620                         |                                     | \$0.00                  | 0.00          | N             |
| SR46    | Bonanza Rd           | \$14,971                        |                                     | \$9,590.39              | 64.06         | Y             |
| SR48    | Boorooma Rd          | \$18,787                        |                                     | \$423.17                | 2.25          | N             |
| SR51    | Millencowbah Rd      | \$17,110                        |                                     | \$15,785.05             | 92.26         | Y             |
| SR53    | Koomalah Rd          | \$38,175                        |                                     | \$35,494.54             | 92.98         | Y             |
| SR55    | Burranbaa Rd         | \$8,236                         |                                     | \$0.00                  | 0.00          | Y             |
| SR57    | Epping Rd            | \$12,900                        |                                     | \$0.00                  | 0.00          | N             |
| SR58    | Regans Rd            | \$7,222                         |                                     | \$0.00                  | 0.00          | Y             |
| SR60    | Marra Ck Road        | \$12,404                        |                                     | \$11,919.84             | 96.10         | Y             |



**WALGETT SHIRE COUNCIL AGENDA**

|       |                                 |                    |                 |                       |        |   |
|-------|---------------------------------|--------------------|-----------------|-----------------------|--------|---|
| SR64  | Wimbledon Rd                    | \$2,139            |                 | \$2,139.00            | 100.00 | Y |
| SR66  | Perrottets Lane                 | \$27,821           |                 | \$3,148.93            | 11.32  | N |
| SR70  | Lone Pine Rd                    | \$27,214           |                 | \$458.7               | 1.68   | Y |
| SR71  | Rossmore Lane                   | \$7,509            |                 | \$8,031.80            | 106.96 | Y |
| SR72  | Middle Route Rd                 | \$2,633            |                 | \$2,907.5             | 110.43 | Y |
| SR73  | Miralwyn Rd                     | \$28,616           |                 | \$28,814.75           | 100.70 | Y |
| SR75  | Gidginbilla Rd                  | \$31,804           |                 | \$0.00                | 0.00   | N |
| SR76  | Maroubra Rd                     | \$30,982           |                 | \$0.00                | 0.00   | Y |
| SR77  | Nedgera Rd                      | \$34,522           |                 | \$22,028.80           | 63.81  | Y |
| SR81  | Mac Masman Rd                   | \$23,818           |                 | \$21,625.16           | 90.79  | Y |
| SR82  | Prctors Rd                      | \$9,768            |                 | \$0.00                | 0.00   | N |
| SR83  | Drilool Rd                      | \$15,986           |                 | \$4,327.27            | 27.07  | Y |
| SR88  | Fabians Rd                      | \$7,913            |                 | \$5,818.18            | 73.53  | Y |
| SR95  | Banarway Crossing Rd            | \$14,497           |                 | \$0.00                | 0.00   | N |
| SR98  | Lorne Rd                        | \$25,772           |                 | \$13,632.75           | 52.90  | Y |
| SR101 | Wilby Wilby Rd - To Be Assessed | \$500,000          |                 | \$88,411.13           | 17.70  | N |
| SR102 | Angledool Rd                    | \$35,467           |                 | \$13,140.91           | 37.05  | Y |
| SR103 | Bugilbone Rd                    | \$59,547           |                 | \$60,680.17           | 101.91 | Y |
| SR112 | Brewon Rd                       | \$19,317           |                 | \$20,556.31           | 106.42 | Y |
| SR113 | Binghi Road                     | \$12,296           |                 | \$6,163.78            | 50.13  | Y |
| SR114 | Bogewong Rd                     | \$31,086           |                 | \$30,394.55           | 97.78  | Y |
| SR115 | Aberfoyle Rd                    | \$34,542           |                 | \$19,056.67           | 55.17  | Y |
| SR116 | Goangra Rd                      | \$65,198           | \$9,600         | \$66,308.69           | 101.70 | N |
| SR117 | Beanbri Rd                      | \$224,562          |                 | \$12,125.62           | 3.69   | N |
| SR118 | Yarralool Rd                    | \$16,007           |                 | \$2,857.48            | 1.79   | N |
| SR119 | Hollywood Lane                  | \$5,454            |                 | \$0.00                | 0.00   | N |
| SR121 | Pian Ck Road                    | \$92,689           |                 | \$68,168.88           | 73.55  | Y |
| SR122 | Old Burren Rd                   | \$11,549           |                 | \$10,750.07           | 93.08  | Y |
| SR124 | Dundee Rd                       | \$16,146           |                 | \$1,634.48            | 10.12  | N |
| SR125 | Glen Eden Rd                    | \$24,651           |                 | \$24,459.37           | 99.22  | Y |
| SR126 | Purtles Rd                      | \$34,344           |                 | \$4,581.81            | 13.34  | N |
| SR128 | Camerons Lane                   | \$21,301           |                 | \$11,577.91           | 54.35  | Y |
| SR131 | O'neils Rd                      | \$24,515           |                 | \$15,405.60           | 62.84  | N |
|       | Emergency Works                 | \$276,717          | -               | \$277,670.87          | 100.34 | Y |
|       | Council's Contribution          | -\$29,000          | \$29,000        | \$0.00                | 100.00 | Y |
|       | <b>TOTALS</b>                   | <b>\$2,280,812</b> | <b>\$29,000</b> | <b>\$1,186,522.68</b> |        |   |

# WALGETT SHIRE COUNCIL AGENDA

## Regional Roads

| Item No | Description of Works           | Amount to be contributed by RTA | Total to date 4-11-2011 | % Budget used | Completed Y/N |
|---------|--------------------------------|---------------------------------|-------------------------|---------------|---------------|
| MR329   | Burren - Collarenebri          | \$75,254                        | \$80,364.25             | 107           | Y             |
| MR333   | Walgett - Carinda Road         | \$138,154                       | \$137,910.22            | 100           | Y             |
| MR383   | Pilliga - Coonamble Road       | \$153,139                       | \$138,700.90            | 90.57         | N             |
| MR402   | Walgett- Cumborah-Lightning Rd | \$33,938                        | \$0.00                  | 0.00          | N             |
| MR426   | Collarenebri To Lightning Road | \$62,023                        | \$3,706.00              | 6             | N             |
| MR457   | Collarenebri To Mungindi Road  | \$191,180                       | \$165,425.29            | 86.53         | N             |
| MR7716  | Walgett - Pilliga Road         | \$317,780                       | \$264,166.49            | 83.13         | N             |
|         | Emergency Works                | \$82,947                        | \$83,149.54             | 100           | Y             |
|         |                                |                                 |                         |               |               |
|         | <b>TOTALS</b>                  | <b>\$1,054,415</b>              | <b>\$873,422.81</b>     |               |               |

### Current Position:

SR101 Wilby Wilby Road near Rotten Plain and SR45 Bore Head Road are still under water. Regarding the flood assessment Council has completed the assessments. Evaluation from RMS is in progress.

### Relevant Reference Documents/Policies:

Nil

### Governance issues:

Nil

### Environmental issues:

Flood water

### Stakeholders:

Council and Users

### Financial Implications:

WSC Management plan 2011/2012

### Alternative Solutions/Options:

Nil

**Conclusion:**

The December 2010 floor work program will be active until the February flood works program received.

| Monthly flood works Report from Director Engineering Services – May 2012                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That Council receive and note the monthly April 2012 flood works report.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachments:**

Nil

## 12. **MONTHLY REPORT FROM DIRECTOR ENGINEERING SERVICES – MAY 2012**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit – Director Engineering Services  
**FILE NUMBER:** 11/211

### Summary:

The purpose of this report is to inform Council of progress and issues relating to Roads and Bridges in the period since the report was prepared in April 2012.

### Background:

RMCC – Road Maintenance Council Contract

State Highway

| Road no. | Road Name                                       | Activities                                                                                                       |                                                                                    |
|----------|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| SH12     | Gwydir (Walgett - Collarenebri-Moree)           | Shoulder Grading,<br>Routine patching works<br>routine inspections,<br>signs,<br>guideposts,<br>litters & debris | Continuation of Regular Inspections                                                |
| SH18     | Castlereagh (Coonamble-Walgett Lightning Ridge) | Shoulder Grading,<br>Routine patching works<br>routine inspections,<br>signs,<br>guideposts<br>litters & debris  | Some Resealing work has been carried out by RMS and regular inspection is ongoing. |
| SH29     | Kamilaroi (Narrabri-Walgett-Brewarrina)         | Shoulder Grading,<br>Routine patching works<br>routine inspections,<br>signs,<br>guideposts<br>litters & debris  | Emergency works are on progress                                                    |

# WALGETT SHIRE COUNCIL AGENDA

All the State Highways, Regional and Shire roads have been impacted by February 2012 flood event significantly and detail inspections are on progress.

## Regional and Shire Roads

| Road no.   | Road Name                           | Activities                                                                                       | Comments                                                                                                              |
|------------|-------------------------------------|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| MR457      | Collarenebri To Mungindi Road       | Gravel filling in pot hole near little weir,<br>Grading<br>Reinstatement the washed out portions | Emergency work has been completed                                                                                     |
| RR329      | Merrywinebone Road                  | Flood assessment                                                                                 | RMS assessment in progress                                                                                            |
| RR771<br>6 | Come By Chance                      | 5 km sealing work<br>Grading of unsealed road                                                    | Works are in progress<br>Grading completed<br>Sealing for two km is starting from Wednesday 16 <sup>th</sup> May 2012 |
| SR12       | Millie Road                         | Gravelling and grading work                                                                      | Emergency work has been completed                                                                                     |
| SR13       | Clarkes Lane                        | Gravelling and grading work                                                                      | Emergency work has been completed                                                                                     |
| SR14       | Baroona Road                        | Grading                                                                                          | Completed                                                                                                             |
| SR21       | Meadow Plains Road                  | Grading                                                                                          | Completed                                                                                                             |
| SR21       | Barrona Road                        | Grading                                                                                          | Completed                                                                                                             |
| SR31       | Gungalman Road                      | Grading                                                                                          | In progress                                                                                                           |
| SR64       | Wimbledon Road                      | Grading                                                                                          | Grading work has been scheduled                                                                                       |
| SR61       | Cambo Road                          | Gravelling in causeway and grading work                                                          | Emergency work has been completed                                                                                     |
| SR5        | Cryon Road                          |                                                                                                  | Flood assessment has been completed                                                                                   |
| SR38       | Wanourie Creek Road                 | Grading                                                                                          | Completed                                                                                                             |
| SR51       | Milencowbah Road                    | Grading                                                                                          | Completed                                                                                                             |
| SR59       | Moomin Road                         | Grading                                                                                          | Partly completed (still wet some portion)                                                                             |
| SR101      | Wilby Wilby (Grawin Creek- By pass) | Emergency work                                                                                   | Completed                                                                                                             |
| SR115      | Aberfoyle Road                      | Grading                                                                                          | Completed                                                                                                             |
| SR125      | Glen Eden Road                      | Grading                                                                                          | Completed                                                                                                             |
| SR127      | Boora Road                          | Grading and emergency work                                                                       | Completed                                                                                                             |
| SR116      | Goangra Road                        | Grading                                                                                          | Done                                                                                                                  |
| SR16       | Mercadool Road                      | Grading                                                                                          | Done                                                                                                                  |

**Flood work assessment**

Council staff has completed the Flood assessments (field work) and RMS assessments are in progress.

**Current Position:**

Emergency works in RR426 are in progress and will be finished by 18<sup>th</sup> May 2012.

**Relevant Reference Documents/Policies:**

Nil

**Governance issues:**

Nil

**Environmental issues:**

Flood water

**Stakeholders:**

Council and Users

**Financial Implications:**

A programme for flood damage works is currently being assessed in cooperation with Roads and Maritime Services.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council staff completed the flood assessments and are waiting for RMS assessment report  
A new maintenance programme will be developed once the RMS assessment report received.

| Monthly Report from Director Engineering Services – APRIL 2012                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That Council receive and note the monthly road and bridge report.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachments:**

Nil

**Confidential Reports/Closed Council meeting**

Nil

**Questions for the next Meeting**

Councillors are reminded of the need for all questions for the next meeting to be provided in writing at the meeting.