



AGENDA FOR ORDINARY COUNCIL MEETING

24th September, 2013

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held at the **Rowena Hall** on **24 September, 2013** commencing at 10.00am to discuss the items listed in the Agenda.

Please note: The bus will leave from the back of Council Chambers at 8:15 am.

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, partner or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter

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

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

No Interest in the Matter

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

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

Disclosure and participation in meetings

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

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

Participation in Meetings despite Pecuniary Interest (S452 Act)

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

Non-Pecuniary Interest – Must be disclosed in meetings.

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

- It may be appropriate that no action be taken where the potential for conflict is minimal. However,

Councillors should consider providing an explanation of why they consider a conflict does not exist.

- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

Disclosure to be Recorded (S453 Act)

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

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## **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**

*(Limited to five minute presentations, and must relate to items listed within the Business Paper)*

Presentation by Mr Peter Scoles regarding the condition of Shermans Way Road, repairs to Lightning Ridge Racetrack and road buffer zoning .....

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### **15. Close of Meeting**



**Apologies**

**Welcome to Visitors**

**Public Forum Presentations**

**Declaration of Pecuniary/Non Pecuniary Interests**

## ***DETERMINATION OF METHOD OF VOTING FOR ELECTION OF MAYOR AND DEPUTY MAYOR BY COUNCILLORS***

**REPORTING SECTION:** Executive - Governance

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 09/1456

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### **Summary:**

This report is prepared to allow Council to determine the Method of Voting for the Election of the Mayor and the Deputy Mayor by Councillors.

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

Schedule 7 of the Local Government (General) Regulation 2005 sets out the process to be followed for the election of a Mayor and Deputy Mayor by Councillors, including the methods of voting that may be determined by a resolution of Council. The methods of voting for the election of the Mayor and the Deputy Mayor, that Council may adopt are summarised below:-

- Open Voting – this is by show of hands or similar means
- Preferential Ballot – as per its normal interpretation the ballot papers are to contain names of all candidates and Councillors mark their votes 1, 2, 3 and so on against the various names, so as to indicate their order of preference for all of the candidates.
- Ordinary ballot – this is the usual method adopted in New South Wales. Ballots are secret with only one (1) candidate's name written on a ballot paper.

Where there are two (2) candidates, the person with the most votes is elected. If the ballots for the two (2) candidates are tied, the one to be elected is to be chosen by lots, with the first name out being declared elected.

Where there are three (3) or more candidates, the person with the lowest number of votes is eliminated and the process started again until there are only two (2) candidates. The determination of the election would then proceed as if the two (2) were the only candidates. In the case of three (3) or more candidates where a tie occurs the one (1) to be excluded will be chose by lot.

- Choosing by Lot – to choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the Returning Officer, the slips are folded by the Returning Officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the Returning Officer and the candidate whose name is on the drawn slip is chosen, on the basis detailed above.

\* NOTE: Ballot has its normal meaning of secret ballot.

**Relevant Reference Documents:**

Schedule 7 “Election of Mayor by Councillors” of the Local Government (General) Regulations 2005.

**Stakeholders:**

Councillors.

**Financial Implications:**

Nil

| Election of Mayor and Deputy Mayor                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That Council adopt the ordinary ballot method for the election of the Mayor and Deputy Mayor.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachments:**

Nil

## ***ELECTION OF MAYOR FOR ENSURING TWELVE (12) MONTHS***

**REPORTING SECTION:** Executive - Governance

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 09/1456

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### **Summary:**

Section 225 of the Local Government Act 1993 states that each Local Government area must have a Mayor elected in accordance with the provisions of the Act.

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

The role of Mayor is defined as follows:

- To exercise, in case of necessity, the policy-making functions of the governing body of Council between meetings of the Council;
- To exercise such other functions of the Council as the Council determines;
- To preside at meetings of Council;
- To carry of the civic and ceremonial functions of the Mayoral office.

The Mayor for Walgett Shire Council is elected by the Councillors from among their own number.

The procedures for election of Mayor by Councillors under Schedule 7 of the Local Government (General) Regulation 2005 are summarised below:

- The General Manager (or a person appointed by the General Manager) is the Returning Officer.
- A Councillor may be nominated without notice for election as Mayor or Deputy Mayor.
- The nomination is to be made in writing by two (2) or more Councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- The nomination is to be delivered or sent to the Returning Officer.
- The Returning Officer is to announce the names of the nominees at the Council meeting at which the election is to be held.
- Nomination papers have been enclosed with the business paper and may be delivered or sent to the Returning Officer either prior to or at the commencement of the Ordinary meeting.
- If only one (1) Councillor is nominated, that Councillor is elected.
- If more than one (1) Councillor is nominated then the election will proceed in accordance with the method of voting determined by Council, at this meeting.

- The election is to be held at the Council meeting at which the Council resolves on the method of voting.

Nomination forms are circulated under separate cover with this report.

**Relevant Reference Documents:**

Local Government Act 1993

**Stakeholders:**

Councillors

**Financial Implications:**

Nil

| Election of Mayor for Ensuring Twelve (12) Months                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That the report be received and noted and the election for the position of Mayor be held now.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachments:**

Nomination Form circulated separately.

## ***ELECTION OF DEPUTY MAYOR FOR ENSURING TWELVE (12) MONTHS***

**REPORTING SECTION:** Executive - Governance

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 09/1456

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### **Summary:**

Section 231 of the Local Government Act 1993 sets out the provisions of the Act for election of the Deputy Mayor.

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

Section 231 of the Local Government Act 1993 states that:-

- The Councillors may elect a person from among their number, to be the Deputy Mayor.
- The person may be elected for the Mayoral term or a shorter term
- The Deputy Mayor may exercise any function of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of the Mayor.
- The Councillors may elect a person from among their number to act as Deputy Mayor if the Deputy Mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no Deputy Mayor has been elected..

Procedures for Nominations and the Election of Deputy Mayor are the same as set out for the election of Mayor.

Nomination forms are circulated under separate cover with this report.

### **Relevant Reference Documents:**

Local Government Act 1993.

### **Stakeholders:**

Councillors

### **Financial Implications:**

Nil

|                                                                 |
|-----------------------------------------------------------------|
| <b>Election of Deputy Mayor for Ensuring Twelve (12) Months</b> |
|-----------------------------------------------------------------|

**Recommendation:**

1. That the report be received and noted and the election for the position of Deputy Mayor be held now.

**Moved:**

**Seconded:**

**Attachments:**

Nomination Form circulated separately

## **Confirmation of Minutes/Matters Arising**

|                                                                                                                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Minutes of Council meeting –27<sup>th</sup> August 2013</b>                                                                                                                                                               |
| <p><b>Recommendation:</b></p> <p>That the minutes of the Council meeting held 27 August 2013, have been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

### **Attachment**

Minutes of meeting held 27<sup>th</sup> August 2013.





## **MINUTES FOR ORDINARY COUNCIL MEETING**

**27<sup>th</sup> August, 2013**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council was held in the **Walgett Council Chambers, 2013** commencing at 10:18 am to discuss the items listed in the Agenda.

**ADOPTED:**

Don Ramsland  
**GENERAL MANAGER**

WALGETT SHIRE COUNCIL MINUTES

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 or 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.

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD AT WALGETT COUNCIL CHAMBERS ON TUESDAY 27<sup>TH</sup> AUGUST, 2013 AT 10:18 AM

#### PRESENT

Clr B Murray (Mayor)  
Clr D Cooper  
Clr R Greenaway  
Clr J Keir  
Clr D Lane  
Clr M Martinez  
Clr L Walford  
Clr M Taylor  
Don Ramsland (General Manager)  
Stephen Holland (Director Corporate Services)  
Matthew Goodwin (Director Planning & Regulatory Services)  
Raju Ranjit (Director Engineering Services)  
Victoria Renshaw (Minute Secretary)

#### Welcome to Visitors

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

#### 8/2013/1 APOLOGIES – 27<sup>th</sup> August 2013

##### Resolved:

That apologies received from Clr Woodcock be accepted and leave of absence granted.

Moved: Clr Walford

Seconded: Clr Keir

CARRIED

#### Public Forum Presentations

##### Mr Roger Ley discussed the following:

- Burren Junction is experiencing noise, dust and associated issues from Graham Wilson's truck operation in town.
- What is Council's position regarding banning trucks.
- Issue is increased during harvest times.

##### Mr Graham Wilson discussed the following:

- Notes that complaints have been made regarding his trucks.
- Has prepared a 20 year history of his business for Council.

*Steve Holland left the meeting at 10:22am.*

*Steve Holland returned to the meeting at 10:25am.*

*Roger Ley and Graham Wilson left the meeting at 10:58am.*

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

**The Regional Director of Planning and Infrastructure Mr Ashley Aubrey discussed the following:**

- Summarised correspondence regarding the Local Environmental Plan.
- Noted an administrative error caused incorrect historical flood levels. This has been resolved.
- Explained the 400ha minimum holding lot size. It is not commonly used in this state and is administratively difficult to deal with.
- The five year sunset clause – means that in first five years after purchasing property you may lodge DA to subdivide. Must commence building in the five years after this.
- May be beneficial to Council to add an intensive agricultural clause. Regional Director of Planning and Infrastructure is to look at adding this clause to the LEP.
- Worker's accommodation is included in the LEP, as is a dual occupancy clause.
- Decision can be reviewed, Regional Director recommended Council get a political decision
- Regional Director is to review the flood clause to be more in line with the Bourke and Brewarrina Council's flood clauses.
- Issue regarding camps on claims – Regional Director to investigate and report back to Council.

*Regional Director of Planning and Infrastructure left the meeting at 11:15am.*

*Meeting adjourned at 11:15am for morning tea.*

*Meeting resumed at 11:37am with all previously present again present.*

### **Declaration of Pecuniary/Non Pecuniary Interests**

Clr Martinez declared a Pecuniary Interest in item 37 - Monthly Flood works report from Director Engineering Services and item 43 RFQ 12021– Provision of Tenders for Hired Plant and Minor Works on a Casual Basis as his family is currently operating contract plant.

Clr Keir declared a Pecuniary Interest in item 37 - Monthly Flood works report from Director Engineering Services and item 43 RFQ 12021 – Provision of Tenders for Hired Plant and Minor Works on a Casual Basis as her family is currently operating contract plant.

Clr Lane declared a Pecuniary Interest in item 32 – Development Application 2013/016 as he is the Applicant and item 51 – Management and Operation of the Walgett and Lightning Ridge Waste Management Facilities as his family have submitted a tender.

Clr Greenaway declared a Pecuniary Interest item 43 – RFQ 12021 – Provision of Tenders for Hired Plant and Minor Works on a Casual Basis as his family is currently operating contract plant and item 25 – Collarenebri CWA – Provision of Library Service as his partner is a member of the CWA Collarenebri branch.

### **Confirmation of Minutes**

#### **8/2013/2 Minutes of Council meeting – 23<sup>rd</sup> July 2013**

##### **Resolved:**

That the minutes of the Council meeting held 23 July 2013, have been circulated be confirmed as a true and accurate record of that meeting.

Moved:       Clr Greenaway  
Seconded:   Clr Lane

**CARRIED**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### 8/2013/3 Walgett Shire Council Health & Safety Committee Minutes - 4 July 2013

**Resolved:**

That the minutes of the Walgett Shire Council Health & Safety Committee Meeting held on 4 July 2013 be received and noted.

**Moved:** Cllr Keir  
**Seconded:** Cllr Lane

**CARRIED**

### 8/2013/4 Walgett Shire Council Consultative Committee Minutes - 18 July 2013

**Resolved:**

That the minutes of the Walgett Shire Council Consultative Committee Meeting held on 18 July 2013 be received and noted.

**Moved:** Cllr Keir  
**Seconded:** Cllr Lane

**CARRIED**

### 8/2013/5 Walgett Shire Council Health & Safety Committee Minutes – 1 August 2013

**Resolved:**

That the minutes of the Walgett Shire Council Consultative Committee Meeting held on 1 August 2013 be received and noted.

**Moved:** Cllr Lane  
**Seconded:** Cllr Cooper

**CARRIED**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### Mayoral Minutes

#### **8/2013/6 Matters Generally for Brief Mention or Information only from Mayor**

##### **Resolved:**

That the Matters listed by the Mayor for brief mention or information only be received and noted.

**Moved:** Cllr Walford

**Seconded:** Cllr Greenaway

**CARRIED**

### Councillors Questions From Last Meeting

#### **Cllr Cooper**

##### **Question 1**

Can the Tender of the Harris Bridge on the Brewon Road be included in the Tender for the Baroka Overflow Bridge (B67) and Big Baroka (B66) Bridges on the Brewon Road?

##### **Response:**

Director of Engineering Services has advised that only (B66) and (B67) have been included on the 2013/2014 program, but Councillor Cooper's suggestion is being further investigated.

##### **Question 2**

Has the level of assistance that Council will provide to the Sporting Club been determined?

##### **Response:**

The General Manager advised that Council is awaiting formal application from the new Sporting Club Committee.

#### **Cllr Martinez**

##### **Question 1**

Can Council investigate acquiring the Lightning Ridge Bowling Club Greens surface and use on the Lightning Ridge Netball Courts?

##### **Response:**

Council Staff have requested to talk with the Manager of the Bowling Club regarding the bowling green surface.

#### **Cllr Greenaway**

##### **Question 1**

Does the Collarenebri School and Hospital pay general rates?

##### **Response:**

The Director of Corporate Services advises that both are exempt from general rates but pay water, sewerage and waste charges.



# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### Clr Keir

#### **Question 1**

Can a letter be written to Telstra from Walgett Shire Council with regards complaint regarding the state of communication service to customers from the Berkley Downs Tower East of Walgett?

#### **Response:**

The General Manager advises that the matter was raised with the member for Parkes, Mark Coulton during his visit to Walgett on Wednesday 14 August, 2013 to see if it could be included in the Communication Black Spots Programme. A letter has also been sent to Telstra.

### **Reports of Officers**

#### **8/2013/7 Council Decisions Action Report – July 2013**

##### **Resolved:**

That the Resolution Register for July 2013 be received and noted.

**Moved:**       Clr Lane  
**Seconded:**   Clr Cooper

**CARRIED**

#### **8/2013/8 Circulars Received from the Local Government NSW**

##### **Resolved:**

That the information contained in the weekly circulars numbers 29 -33 from the Local Government NSW be received and noted.

**Moved:**       Clr Lane  
**Seconded:**   Clr Martinez

**CARRIED**

#### **8/2013/9 Circulars Received from the Division of Local Government – August 2013**

##### **Resolved:**

That the information contained in the following Departmental circulars 13-32 to 13-37 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:**       Clr Keir  
**Seconded:**   Clr Cooper

**CARRIED**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### 8/2013/10 Monthly Calendar – August to October 2013

**Resolved:**

That Council receive and note the regular monthly calendar for the period August to October 2013.

**Moved:** Cllr Walford

**Seconded:** Cllr Taylor

**CARRIED**

### 8/2013/11 Payment of Expenses and Provision of Facilities for Councillors

**Resolved:**

1. That Council give notice of its intention to adopt the Draft Policy for the Payment of Expenses and Provision of Facilities to Councillors, in accordance with Section 253 of the Local Government Act.
2. Consider updating the various expenditure limits.
3. And that the Draft Payment of Expenses and Provision of Facilities for Councillors Policy then be placed on public exhibition and public submissions invited.

**Moved:** Cllr Lane

**Seconded:** Cllr Martinez

**CARRIED**

### 8/2013/12 Burren Junction Sports Ground Amenities Block

**Resolved:**

That Walgett Shire Council resolve to:

1. Refuse Cubbaroo Campdraft Club's request to install an additional amenities block on Lot 7001 DP 1032424
2. Investigate the various alternative options including a mobile ablutions trailer and provide a report to Council including plans and costings.
3. General Manager is to investigate if sewerage funds can be utilised for this project.

**Moved:** Cllr Martinez

**Seconded:** Cllr Cooper

**CARRIED**



# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### 8/2013/13 Local Government Reform Process – Update

#### Resolved:

That Council:

1. Formally adopt the draft *Barwon Darling Co-ordination Group* agreement; and
2. Establish a joint committee as outlined in the agreement under section 355 of the Local Government Act 1993
3. Authorise the Mayor and General Manager to take appropriate action in conjunction with the Shire of Bourke and Brewarrina to implement the terms of the agreement
4. Advise the Independent Local Government Review Panel, Minister for Local Government, Local Member for Barwon Hon. Kevin Humphries, relevant unions and state and federal departments of the action being taken in terms of the agreement.
5. Advise the local community and Council staff by way of public forums and newsletters of the adoption of the agreement and establishment of the Section 355 Committee.

Moved: Cllr Keir

Seconded: Cllr Greenaway

CARRIED

### 8/2013/14 Supplementary Reports – General Manager

#### Resolved:

1. That Council receive and consider the following late reports;
  - a) Establishing a Memorandum of Understanding with the Local Aboriginal Land Councils
  - b) PCYC Concept – Progress with Co-Sharing Concept
  - c) Betterment Funding Programme – Lobbying of State and Federal Agencies

Moved: Cllr Lane

Seconded: Cllr Taylor

CARRIED

### 8/2013/15 Matters for Brief Mention or Information Only – General Manager

#### Resolved:

That the General Manager's Report on matters for brief mention or information only be received and noted:

Moved: Cllr Keir

Seconded: Cllr Taylor

CARRIED

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### 8/2013/16 Establishing a memorandum of understanding

**Resolved:**

That Council

1. Seek support/facilitation from DAA to prepare draft MOUs between Council and the Local Aboriginal Land Councils from Collarenebri, Lightning Ridge and Walgett; and
2. Forward letters to each LALC detailing local issues/projects that could be taken into consideration when each LALC is preparing its Community Land and Business Plan.

**Moved: Cllr Walford**

**Seconded: Cllr Keir**

**CARRIED**

### 8/2013/17 PCYC Progress with Co-sharing Concept

**Resolved:**

1. That the General Manager's Report be received and noted.

**Moved: Cllr Walford**

**Seconded: Cllr Cooper**

**CARRIED**

### 8/2013/18 Betterment Funding Programme – Lobbying State/Federal Agencies

**Resolved:**

1. For Council's information.

**Moved: Cllr Cooper**

**Seconded: Cllr Taylor**

**CARRIED**

*Meeting adjourned for lunch at 12:26pm.*

*Meeting resumed at 1:07pm with all previously present again present.*

*Bradley Pascoe attended meeting at 1:10pm*

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### 8/2013/19 Cash On Hand and Investment Report as at 31 July 2013

**Resolved:**

1. That the cash on hand and investment report as at 31 July 2013 be received.

**Moved: Cllr Greenaway**

**Seconded: Cllr Taylor**

**CARRIED**

*Bradley Pascoe left meeting at 1:20pm.*

### 8/2013/20 Community Assistance Scheme Donations – Round 2 2012/2013 Applications

**Resolved:**

1. That the following applicants be granted financial assistance under Section 356 of the Local Government Act 1993 for the first round of 2013/2014;

| Organisation                             | Project                                                                                                                                                  | Recommended Amount |
|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Collarenebri Jockey Club                 | Cover mandatory ambulance fees for an annual race meeting                                                                                                | \$500.00           |
| Lightning Ridge Community Radio          | Picnic in the Park to celebrate 17 <sup>th</sup> Birthday and promote talent in Shire                                                                    | \$500.00           |
| Lightning Ridge IBC                      | Maintain and improve the IBC Gem Gardens by installing new watering system and assistance with insurance fees                                            | \$500.00           |
| Lightning Ridge Neighbourhood Centre     | Provides office space, electricity, paper and printing through the NILS program – No Interest Loan Scheme                                                | \$500.00           |
| Walgett Men's Shed Inc                   | To purchase furniture and fittings. Provides a location where men can meet, socialise and utilize the tools and work benches to make or repair articles. | \$1,000.00         |
| Lightning Ridge Junior Rugby League Club | Purchase kitchen equipment for canteen (pie warmer, bay Marie etc)                                                                                       | \$500.00           |
| Carinda Race Club                        | Cover costs associated with providing portable units on the day of the race event                                                                        | \$2,800.00         |

**Moved: Cllr Lane**

**Seconded: Cllr Walford**

**CARRIED**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### 8/2013/21 356 Donations to Local Churches and Other Organisations

**Resolved:**

1. That the applications from eligible non-profit organisations as per the attached list except for 35/37 Wilson Street Collarenebri be approved and the rebates on annual service charges as detailed therein be granted.

**Moved: Clr Greenaway**

**Seconded: Clr Lane**

**CARRIED**

### 8/2013/22 Sale of Land for Unpaid Rates – 13 April 2013

**Resolved:**

1. That Council approve the rates and charges written off totalling \$104,738.32 as detailed on the attached schedule in relation to the sale of land for unpaid rates on 13<sup>th</sup> April 2013.
2. That Council approve the write off of non-recoverable sales cost totalling \$3,229.81 as detailed on the attached schedule.

**Moved: Clr Cooper**

**Seconded: Clr Lane**

**CARRIED**

### 8/2013/23 Stocktake Variance 2013 Financial Year

**Resolved:**

1. That Council approve the write off of stock with a total value of \$21,276.53 to the stores ledger and control account and the adjustments to the Stores Ledger as per the schedule of stock items attached

**Moved: Clr Lane**

**Seconded: Clr Taylor**

**CARRIED**

### 8/2013/24 Council Policy Review 2013

**Resolved:**

1. That the Council confirm the Policies and associated Procedures as at 8 September 2012 on the attached schedule as current policies of the Council and, that a review of these Policies and Procedures be undertaken on a priority basis.

**Moved: Clr Keir**

**Seconded: Clr Lane**

**CARRIED**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

*Clr Greenaway declared a Pecuniary interest in the following item and left the meeting at 1:35pm*

### 8/2013/25 Collarenebri CWA – Provision of Library Service

#### **Resolved:**

1. That the annual donation equivalent to 25% of Water and Sewer charges and 50% of Waste charges be made to the Collarenebri CWA in recognition of the provision of a library service to the residents of Collarenebri and District and that it be applied directly to the rate assessment.
2. That the Collarenebri CWA be thanked for continuing to provide this service.

**Moved: Clr Lane**

**Seconded: Clr Keir**

*Clr Greenaway returned to the meeting at 1:42pm.*

### 8/2013/26 Annual Financial Statements 2012/2013 Refer to Audit

#### **Resolved:**

1. The Draft Annual Financial Reports for 2012/2013 be referred to Council's Auditor.
2. The Mayor, another Councillor, the General Manager and Finance Manager be authorised to sign the necessary Financial Statements.
3. On receipt of the Audited Report, a copy be forwarded to the Department of Local Government and the Australian Bureau of Statistics.
4. Council delegate to the General Manager the authority to set the date at which the Auditor's report and the Financial Statements be presented to the public.
5. Subject to any material amendments, public notice be given of the meeting date for formal presentation of the audited Annual Financial Reports for 2012/2013 at the October Council meeting

**Moved: Clr Lane**

**Seconded: Clr Cooper**

**CARRIED**

### 8/2013/27 Water and Sewer Services Review

#### **Resolved:**

1. That the report be received and noted.

**Moved: Clr Lane**

**Seconded: Clr Keir**

**CARRIED**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

|                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>8/2013/28 Matters Generally for Brief Mention or Information Only – Director Corporate Services</b>                                                                                                                                                                                                      |
| <b>Resolved:</b><br><br>1. That the report be received and noted.<br><br><b>Moved: Clr Lane</b><br><b>Seconded: Clr Walford</b><br><br><b>CARRIED</b>                                                                                                                                                       |
| <b>8/2013/29 Lightning Ridge New Town Bore Cost Summary</b>                                                                                                                                                                                                                                                 |
| <b>Resolved:</b><br><br>1. That Council receive and note the cost summary for the Lightning Ridge New Town Water Supply Bore Project.<br><br><b>Moved: Clr Lane</b><br><b>Seconded: Clr Keir</b><br><br><b>CARRIED</b>                                                                                      |
| <b>8/2013/30 Draft Swimming Pool Inspection Program</b>                                                                                                                                                                                                                                                     |
| <b>Resolved:</b><br><br>1. Council publicly exhibit the draft Swimming Pool Inspection Program for a period of thirty days.<br><br><b>Moved: Clr Lane</b><br><b>Seconded: Clr Martinez</b><br><br><b>CARRIED</b>                                                                                            |
| <b>8/2013/31 Development and Complying Development Certificate Applications</b>                                                                                                                                                                                                                             |
| <b>Resolved:</b><br><br>1. That Council resolve to note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority during June and July 2013<br><br><b>Moved: Clr Martinez</b><br><b>Seconded: Clr Cooper</b><br><br><b>CARRIED</b> |

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

*Clr Lane declared a Pecuniary Interest in the following item and left the meeting at 2:05pm.*

*Matt Clarkson – Town Planner addressed Council in relation to this item.*

### 8/2013/32 Review of Development Determination 2013/016 – David Lane

#### **Resolved:**

That Walgett Shire Council resolve to:

1. Approve Development Application DA2013/016 by David Lane for a Primitive campground, café & 2 neighbourhood shops on Lot 6824 DP 46195.
2. Approval of the Development Application is subject to the inclusion of conditions as per the assessment report.

**Moved: Clr Keir**

**Seconded: Clr Walford**

**CARRIED**

#### **Planning Division**

##### In favour

Clr G Murray  
Clr D Cooper  
Clr R Greenaway  
Clr J Keir  
Clr M Martinez  
Clr L Walford  
Clr M Taylor

##### Against

Nil

##### Absent

Clr I Woodcock

*Clr Lane returned to the meeting at 2:18pm.*

WALGETT SHIRE COUNCIL MINUTES

**8/2013/33 Development Application, Change of Use**

**Resolved:**

That Walgett Shire Council resolve to:

1. Approve Development Application 2013/004 by Graham Wilson for a truck depot on Lots 21, 22 & 23 DP 15645 at Burren Junctions with the following conditions;
  - a) Operating hours of 6:00am to 9:00pm during off peak season times;
  - b) Operating hours of 6:00am to midnight during peak season times;
  - c) That the operator provides a plan for the mitigation of environmental disturbances including noise, light and dust that is satisfactory to the General Manager;
  - d) A speed limit of 10km/h is to be applied in the access lanes between the site and the Kamilaroi Highway;
  - e) Council's generic standard conditions.

**Moved: Cllr Lane**

**Seconded: Cllr Greenaway**

**CARRIED**

**Planning Division**

**In favour**

Cllr G Murray  
Cllr D Cooper  
Cllr R Greenaway  
Cllr J Keir  
Cllr M Martinez  
Cllr L Walford  
Cllr M Taylor  
Cllr D Lane

**Against**

Nil

**Absent**

Cllr I Woodcock



# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### **8/2013/34 Matters Generally for Brief Mention or Information only from Director of Planning & Regulatory Services**

#### **Resolved:**

That Walgett Shire Council resolves to:

1. Receive and note the report by the Director of Planning & Regulatory Services on matters for brief mention, or information only, regarding:
  - Pound dog rehoming.
  - Differential GPS
  - LIDAR data acquisition
  - Rural residential strategy quotes
  - Grawin Opal Fields locality proposal
  - Draft Local Approvals Policy
  - Local Government NSW & Draft Planning Bill.

**Moved: Clr Greenaway**

**Seconded: Clr Lane**

**CARRIED**

*Matt Clarkson left meeting at 2:24pm.*

### **8/2013/35 Improvement of Morilla Street between Brilliant and Opal Street – Black Spot Programme –August 2013 from Director Engineering Services**

#### **Resolved:**

1. That Council accept and recommend the project.

**Moved: Clr Martinez**

**Seconded: Clr Lane**

**CARRIED**

### **8/2013/36 Monthly RMCC works Report from Director Engineering Services – August 2013**

#### **Resolved:**

1. That Council receive and note the monthly RMCC works report for August 2013.

**Moved: Clr Cooper**

**Seconded: Clr Lane**

**CARRIED**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

*Meeting adjourned at 3:22pm.*

*Meeting resumed at 3:35pm with all previously present again present.*

*Clr Martinez and Clr Keir declared a Pecuniary Interest in the following item and left the meeting at 3:35pm.*

### 8/2013/37 Monthly flood works Report from Director Engineering Services

#### **Recommendation:**

1. That Council receive and note the monthly flood restoration works report for August 2013.

**Moved: Clr Greenaway**

**Seconded: Clr Cooper**

**CARRIED**

*Clr Martinez and Clr Keir returned to the meeting at 3:40pm.*

### 8/2013/38 2013 Local Government National Local Roads and Transport Congress - Alice Springs, Northern Territory on 12-14 November 2013

#### **Resolved:**

That the Mayor, General Manager and Director of Engineering Services attend the National Local Roads and Transport Congress in Alice Springs between 12-14 November 2013 and that expenses be paid.

**Moved : Clr Cooper**

**Seconded: Clr Taylor**

**CARRIED**

### Questions for the next Meeting

#### **Clr Greenaway**

##### **Question 1**

The Collarenebri School has built a roof over the two tennis courts in High Street. Water from the roof is being let run over the block. Shouldn't this water be drained into the street gutter instead.

##### **Response**

The Director Planning & Regulatory Services to investigate.

##### **Question 2**

Do the Council have any control over the opening in the fence in Wilson Street, Collarenebri? The fence has not been replaced since fire burnt down the nearby building.

##### **Response**

The Director Planning & Regulatory Services to investigate.

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### Clr Cooper

#### Question 1

The alleyway near Khans IGA in Lightning Ridge is full of rubbish. Can this be investigated?

#### Response

The Director Planning & Regulatory Services to investigate.

### Clr Keir

#### Question 1

Have Council acknowledged letter received from the Walgett Historical Society regarding repairs to old Council Chambers and other matters?

#### Response

The General Manager to investigate.

#### Question 2

Will Council have the shade shelter erected at the Walgett pool prior to the swimming season?

#### Response

The General Manager advised that the smaller shade has been repaired and a larger shade has been purchased. Council is currently investigating whether existing shelter poles need to be replaced or not.

### Clr Martinez

#### Question 1

The lane marking and pot holes on Morilla Street need attention.

#### Response

Director Engineering Services to investigate.

#### Question 2

How is the Beautification Program going?

#### Response

The General Manager advised that this program is underway. Plan is to do Collarenebri main street, then Walgett and lastly Lightning Ridge. Council is to inform communities of the project. The new concrete gang is to do the work.

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### Question 3

Can funds be accessed from the sewerage and water fund to be utilised for toilet block in the Len Cram Park, Lightning Ridge playground?

#### Response

The General Manager advised that the works program has been set for this financial year. This will be flagged as an item to be included in next year's budget.

### Clr Lane

#### Question 1

Have the Lightning Ridge Library opening hours decreased?

#### Response

Director Corporate Services to investigate.

#### Question 2

Glen Peterson, a graduate town planner recently enquired about undertaking work experience with Council and was told that we do not provide work experience. Can this be investigated?

#### Response

General Manager to investigate.

### Clr Walford

#### Question 1

Why wasn't a burst pipe near the IGA fixed until the next day?

#### Response

General Manager to investigate.

### Clr Taylor

#### Question 1

Is the Lightning Ridge tip going to be extended out another 10 metres?

#### Response

General Manager to investigate in the absence of Director Urban Infrastructure.

#### Question 2

What is happening with the water connections to the camps?

#### Response

General Manager to advise.

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### Question 3

Can the rough areas and gravel issues in the road extension near the bore baths be investigated?

#### Response

General Manager to investigate.

### Question 4

When can the tree planting program commence? Can a letter be written to the Health Department enquiring if there are issues with watering trees outside their office?

#### Response

General Manager to investigate.

### Question 5

Stewarts have advised that the Lightning Ridge Race Club needs improvements, a race meeting may not take place this year if improvements are not made.

#### Response

General Manager advised that the race track issue has recently been investigated by Council.

### Question 6

What is happening with the Lightning Ridge tourism committee?

#### Response

General Manager advised that Council is currently revising shire tourism strategies. General Manager to liaise with Lightning Ridge tourism committee once drafted.

### Question 7

Both Bins at Belmore Park are full and need to be emptied.

#### Response

General Manager is to investigate.

### Question 8

Can the three outdoor cold water showers at the Lightning Ridge bore baths be connected to hot water from the bore head? Also water is slow to drain from the bathroom and showers are unclear.

#### Response

General Manager is to investigate.

### 8/2013/39 Move Into Closed Session At 4:37 PM

#### Resolved:

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

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

Moved: Cllr Greenaway

Seconded: Cllr Walford

CARRIED

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### 8/2013/40 Section 713 Sale of Properties for unpaid rates

#### Recommendation:

1. That Council resolve to sell the properties as listed in appendix 1 of this report in accordance by public auction in accordance with the Sec 713 of the Local Government Act 1993
2. That the only payment arrangement acceptable to the Council be payment in full.
3. It is noted that the anticipated sale date is Saturday 14 December 2013.

**Moved: Clr Greenaway**

**Seconded: Clr Taylor**

**CARRIED**

### 8/2013/41 Confidential Matters for Brief Mention or Information Only – Corporate Services

#### Recommendation:

That the report be received and noted.

**Moved: Clr Cooper**

**Seconded: Clr Keir**

### 8/2013/42 Collarenebri Water Treatment Plant Upgrade: Progress Report

#### Recommendation:

1. That Council receive and note the Collarenebri Water Treatment Plant Upgrade Progress Report.
2. That Council resolve to adopt a Selective Tendering Process after calling for Expressions of Interest from interested suppliers.

**Moved: Clr Greenaway**

**Seconded: Clr Keir**

**CARRIED**

*Clr Martinez, Clr Greenaway and Clr Keir declared a pecuniary interest in the following item and left the meeting at 4:59pm.*

### 8/2013/43 RFQ12021 – Provision of Tenders Hired Plant and Minor Works on a Casual basis

#### Recommendation:

1. That Council accepts tender for RFQ12021 – Provision of Tenders Hired Plant and Minor Works on a casual basis.

**Moved: Clr Cooper**

**Seconded: Clr Walford**

**CARRIED**



# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

*Clr Martinez, Clr Greenaway and Clr Keir returned to the meeting at 5:08pm.*

| 8/2013/44 RFT13/005- Construction of Box Culvert in Old Burren Creek – Merrywinebone Road (RR329)                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Resolved:</b></p> <ol style="list-style-type: none"><li>1. That Council call fresh tenders for RFT13/005 – Construction of Box Culvert in Old Burren Creek – Merrywinebone Road (RR329).</li><li>2. That tenderers who have previously submitted a tender are advised why fresh tenders are being called.</li></ol> <p><b>Moved: Clr Greenaway</b><br/><b>Seconded: Clr Lane</b></p> <p><b>CARRIED</b></p> |

*Clr Cooper declared a Pecuniary Interest in the following item and left the meeting at 5:10pm.*

| 8/2013/45 Industrial Land Sale - Walgett                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That Council accept the offer of \$50,000.00 for Lot 160 DP 882747 in Council's Industrial Subdivision and that any necessary documentation be executed under the Common Seal of Council.</li></ol> <p><b>Moved: Clr Greenaway</b><br/><b>Seconded: Clr Keir</b></p> <p><b>CARRIED</b></p> |

*Clr Cooper returned to the meeting at 5:12pm.*

| 8/2013/46 Walgett Weir Upgrading – Progress Report                                                                                                                                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. For Council's information.</li></ol> <p><b>Moved: Clr Walford</b><br/><b>Seconded: Clr Keir</b></p> <p><b>CARRIED</b></p> |

WALGETT SHIRE COUNCIL MINUTES

**8/2013/47 Review of Organisational Structure**

**Recommendation:**

1. That Council endorse the changes made to position descriptions and proposed to the Organisational Structure and those changes now be negotiated through the relevant award processes prior to implementation.

**Moved: Clr Lane**

**Seconded: Clr Cooper**

**CARRIED**

**8/2013/48 Tender for Management of Walgett and Collarenebri Swimming Pools**

**Recommendation:**

1. That the tender submitted by Riley Aquatic Management P/L for the management of the Walgett and Collarenebri swimming pools be rejected.
2. That the Mayor and General Manager be authorised to enter into negotiations with Riley Aquatic Management on the basis of extending the current contract arrangements for the 2013/2014 season or; Alternatively a revised price for a three year period commencing 2013/2014 on the basis of a revised scope for variable inclusions within the contract; and that the outcome of the negotiations be reported back to Council.

**Moved: Clr Lane**

**Seconded: Clr Walford**

**CARRIED**

**8/2013/49 Quotes for Walgett Shire Rural Residential Strategy**

**Recommendation:**

That Walgett Shire Council resolve to:

1. Note the seven quotes provided for the preparation of a Walgett Shire Rural Residential Strategy.
2. Engage GHD to prepare the Walgett Shire Rural Residential Strategy for \$22,000.
3. Write to the respective unsuccessful firms notifying them of Council's resolution and thank them for submitting a quote.
4. If GHD declines the tender Edge Management are to be engaged instead.

**Moved: Clr Greenaway**

**Seconded: Clr Keir**

**CARRIED**

**Planning Division**

**In favour**



# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

Clr G Murray  
Clr D Cooper  
Clr R Greenaway  
Clr J Keir  
Clr M Martinez  
Clr L Walford  
Clr D Lane  
Clr M Taylor  
Against  
Nil  
Absent  
Clr I Woodcock

*Clr Lane declared a Pecuniary Interest in sub item 1 – Consultant Engagement for Environmental Monitoring & Licence Reporting and left the meeting at 5:20pm.*

### **8/2013/50 Confidential Matters Generally for Brief Mention or Information Only – Urban Infrastructure Services**

#### **Recommendation:**

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

**Moved: Clr Cooper**

**Seconded: Clr Walford**

**CARRIED**

*Clr Lane returned to the meeting at 5:24pm.*

*Clr Lane declared a Pecuniary Interest in the following item and left the meeting at 5:24pm.*

### **8/2013/51 Management & Operation of Walgett & Lightning Ridge Waste Management Facilities: Tender Recommendation**

#### **Recommendation:**

1. That Council adopt the tender recommendation to reject all tenders for the Management & Operation of the Walgett & Lightning Ridge Waste Management Facilities.
2. That Council authorise the General Manager to negotiate with the lowest tenderer D&G Lane Earthmoving.
3. That Council consider endorsing a proposal to change the Landfill operating hours for both Waste Management Facilities.

**Moved:**

**Seconded:**

**CARRIED**

*Clr Lane returned to the meeting at 5:30pm.*

### **8/2013/52 Construction of Namoi Village Sewerage and Water Supply Pipeline**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### Recommendation:

1. That Council endorse the NSW Public Works tender recommendation for Walgett Water and Sewerage Upgrade program.
2. That Council accept the revised tender price offer submitted by Milbant Constructions Pty Ltd of \$2,355,876.33 inclusive of GST.

**Moved:** Cllr Lane

**Seconded:** Cllr Taylor

**CARRIED**

### 8/2013/53 Return to Open Session at 5:35pm

#### Resolved:

That Council return to open session.

**Moved:** Cllr Keir

**Seconded:** Cllr Greenaway

**CARRIED**

### 8/2013/54 Adoption of Closed Session Reports

#### Resolved:

That Council adopt the following recommendation of the Closed Committee:

- 1) Section 713 Sale of Properties for unpaid rates
- 2) Confidential Matters for Brief Mention or Information Only – Corporate Services
- 3) Collarenebri Water Treatment Plant Upgrade: Progress Report
- 4) RFQ12021 – Provision of Tenders Hired Plant and Minor Works on a Casual basis
- 5) RFT13/005 – Construction of Box Culvert in Old Burren Creek
- 6) Industrial Land Sale - Walgett
- 7) Walgett Weir Upgrading – Progress Report
- 8) Review of Organisational Structure
- 9) Tender for Management of Walgett and Collarenebri Swimming Pools
- 10) Quotes for Walgett Shire Rural Residential Strategy
- 11) Confidential Matters Generally for Brief Mention or Information Only – Urban Infrastructure Services
- 12) Management and Operation of Walgett & Lightning Ridge Waste Management Facilities
- 13) Construction of Namoi Village Sewerage and Water Supply Pipeline

**Moved:** Cllr Walford

**Seconded:** Cllr Cooper

**CARRIED**

### Close of Meeting

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

The meeting closed at 5:40pm.

To be confirmed at the meeting of Council to be held on 24<sup>th</sup> September 2013.

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Mayor

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General Manager

DRAFT

**Minutes of Extra-Ordinary Council Meeting 12 September 2013**

**Recommendation:**

That the minutes of the Extra-Ordinary Council meeting held 12 September 2013 be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Minutes of Extra-Ordinary Council Meeting 12 September 2013



**MINUTES FOR  
EXTRA - ORDINARY COUNCIL  
MEETING**

**12<sup>th</sup> September, 2013**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council was held in the **Walgett Council Chambers**, on **12 September 2013** commencing at 8:41am to discuss the items listed in the Agenda.

**ADOPTED:**

Don Ramsland  
**GENERAL MANAGER**

WALGETT SHIRE COUNCIL MINUTES

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.

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD AT WALGETT COUNCIL CHAMBERS ON TUESDAY 12<sup>TH</sup> SEPTEMBER, 2013 AT 8:41 AM

#### PRESENT

Clr B Murray (Mayor)  
Clr D Cooper  
Clr J Keir  
Clr D Lane  
Clr L Walford  
Clr M Taylor  
Clr I Woodcock  
Don Ramsland (General Manager)  
Stephen Holland (Director Corporate Services)  
Raju Ranjit (Director Engineering Services)  
Victoria Renshaw (Minute Secretary)

#### Welcome and Acknowledgement of Traditional Owners

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

#### 9/2013/1 APOLOGIES – 12<sup>th</sup> September 2013

##### Resolved:

That apologies received from Clr Martinez and Clr Greenaway be accepted and leave of absence granted.

Moved: Clr Walford  
Seconded: Clr Cooper

CARRIED

#### Declaration of Pecuniary/Non-pecuniary Interests

Clr Lane declared a pecuniary interest in item 7 – Walgett and Lightning Ridge Waste Management Facilities – Operation and Management as his family are the tenderer.

#### 9/2013/2 Move into Closed Session At 8:45 AM

##### Resolved:

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

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

Moved: Clr Keir  
Seconded: Clr Woodcock



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- (d) that the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Moved: Clr Keir

Seconded: Clr Woodcock



# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

**CARRIED**

### Reports of Officers

*Clr Lane left the meeting at 8:56am.*

*Clr Lane returned to the meeting at 8:57am.*

### **9/2013/3 Construction of New Water Treatment Plant in Walgett**

#### **Resolved:**

1. That Council endorse the recommendation made by NSW Public Works for Design and Construction of 1.5ML/day Water Treatment Plant in Walgett with reduced scope of works and a revised tender price.
2. That Council accept and adopt the change of project scope for design and construction of 1.5 ML/day Water Treatment Plant in Walgett.
3. That Council accept the revised tender price offer submitted by Water Treatment Australia Pty Ltd for the amount \$3,627,859.40 inclusive GST.
4. That Council note that there is a forward exposure to a shortfall of \$158,611 in respect of contingency funding and that PWD, as project managers, be required to have prior approval from Council's project superintendent for any proposed contract variation which exceeds \$2,000.

**Moved: Clr Woodcock**

**Seconded: Clr Keir**

**CARRIED**

### **9/2013/4 Local Government Reform Process – Section 355 Barwon Darling Co-ordination Group Establishment**

#### **Resolved:**

1. That Council's representatives on the new Section 355 Barwon Darling Co-ordination Group Committee be Councillors Murray and Lane together with the General Manager.

**Moved: Clr Woodcock**

**Seconded: Clr Cooper**

**CARRIED**

### **9/2013/5 Cumborah Hall Project – Revised Estimate**

#### **Resolved:**

1. That Council increase the budget provision for the Cumborah hall to \$135,000 and that the project be undertaken as soon as possible.

**Moved: Clr Taylor**

**Seconded: Clr Cooper**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

|                                                                                  |                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CARRIED</b>                                                                   |                                                                                                                                                                                                                                                                                                                                                                |
| <b>9/2013/6 Tender for Management of Walgett and Collarenebri Swimming Pools</b> |                                                                                                                                                                                                                                                                                                                                                                |
| <b>Resolved:</b>                                                                 |                                                                                                                                                                                                                                                                                                                                                                |
| That:                                                                            |                                                                                                                                                                                                                                                                                                                                                                |
| 1.                                                                               | The Council enter into a management contract with Riley Aquatic Management P/L for the management and operation of the Walgett and Collarenebri swimming pools at an annual fee of \$140,686 for Walgett and \$122,380 for Collarenebri for a three year period commencing 1 October 2013 with a further two twelve month options should council request this. |
| 2.                                                                               | The Council note the re-apportionment of variable costs to Council as detailed in the report.                                                                                                                                                                                                                                                                  |
| 3.                                                                               | The rental for the pool residence be set at \$90 per week at Walgett and \$50 per week at Collarenebri.                                                                                                                                                                                                                                                        |
| 4.                                                                               | The Council set the following admission fees for the Walgett and Collarenebri swimming pools and that they be placed on public exhibition for a period of 28 days;                                                                                                                                                                                             |
| <u>Walgett</u>                                                                   |                                                                                                                                                                                                                                                                                                                                                                |
| Adults                                                                           | \$2.50                                                                                                                                                                                                                                                                                                                                                         |
| Children                                                                         | \$2.50                                                                                                                                                                                                                                                                                                                                                         |
| Season Ticket                                                                    |                                                                                                                                                                                                                                                                                                                                                                |
| Family                                                                           | \$300.00                                                                                                                                                                                                                                                                                                                                                       |
| Single                                                                           | \$150.00                                                                                                                                                                                                                                                                                                                                                       |
| <u>Collarenebri</u>                                                              |                                                                                                                                                                                                                                                                                                                                                                |
| Adults                                                                           | \$2.50                                                                                                                                                                                                                                                                                                                                                         |
| Children                                                                         | \$2.50                                                                                                                                                                                                                                                                                                                                                         |
| Season Ticket                                                                    |                                                                                                                                                                                                                                                                                                                                                                |
| Family                                                                           | \$190.00                                                                                                                                                                                                                                                                                                                                                       |
| Single                                                                           | \$85.00                                                                                                                                                                                                                                                                                                                                                        |
| <b>Moved: Clr Woodcock</b>                                                       |                                                                                                                                                                                                                                                                                                                                                                |
| <b>Seconded: Clr Keir</b>                                                        |                                                                                                                                                                                                                                                                                                                                                                |
| <b>CARRIED</b>                                                                   |                                                                                                                                                                                                                                                                                                                                                                |

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

*Clr Lane declared a pecuniary interest in the following item and left the meeting at 9:24am.*

### **9/2013/7 Walgett and Lightning Ridge Waste Management Facilities – Operation and Management**

#### **Resolved:**

That Council, following negotiations with the lowest tenderer;

1. Accept the revised tender of D&G Lane for the operation and management of the Walgett Waste Management Facility on the basis of a six (6) hour per day, seven (7) days per week basis for the five (5) year period from 1 October 2013 to 30 June 2018 for a lump sum of \$1,244,432.03 paid fortnightly, all other terms and conditions being as per the tender specification for contract 130801.
2. Accept the revised tender of D&G Lane for the operation and management of the Lightning Ridge Waste Management Facility on the basis of a six (6) hour per day, seven (7) days per week basis for the five (5) year period from 1 October 2013 to 30 June 2018 for a lump sum of \$1,203,380.11 paid fortnightly, all other terms and conditions being as per the tender specification for contract 130802.
3. That the contracts be required to place and regularly retain appropriate receptacles such as skip bins outside the facilities for use by the general public when the facilities are closed.
4. The attention contractors be drawn to the need to negotiate hours of operation from time to time to cater for issues such as daylight savings.

**Moved: Clr Taylor**

**Seconded: Clr Cooper**

**CARRIED**

*Clr Lane returned to the meeting at 9:46am.*

### **9/2013/8 Return to Open Session at 9:47am**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

**Resolved:**

That Council return to open session.

**Moved:** Cllr Cooper

**Seconded:** Cllr Walford

**CARRIED**

**9/2013/9 Adoption of Closed Session Reports****Resolved:**

That Council adopt the following recommendation of the Closed Committee:

- 1) Walgett Water Treatment Plant
- 2) Nominations for Barwon Darling Co-ordination Group Representatives
- 3) Cumborah Hall – Revised Cost Estimate
- 4) Tender for Management of Walgett and Collarenebri Swimming Pools
- 5) Management & Operation of Walgett & Lightning Ridge Waste Management Facilities: Operation and Management

**Moved:** Cllr Woodcock

**Seconded:** Cllr Taylor

**CARRIED**

**Close of Meeting**

The meeting closed at 9:50am.

To be confirmed at the meeting of Council to be held on 24<sup>th</sup> September 2013.

\_\_\_\_\_  
Mayor

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

## **Mayoral Minutes – to be circulated at the meeting**

### **Councillors Questions from Last Meeting**

#### **Clr Greenaway**

##### **Question 1**

The Collarenebri School has built a roof over the two tennis courts in High Street. Water from the roof is being let run over the block. Shouldn't this water be drained into the street gutter instead.

##### **Response**

The Director Planning & Regulatory Services to investigate.

##### **Question 2**

Do the Council have any control over the opening in the fence in Wilson Street, Collarenebri? The fence has not been replaced since fire burnt down the nearby building.

##### **Response**

The Director Planning & Regulatory Services to investigate.

#### **Clr Cooper**

##### **Question 1**

The alleyway near Khans IGA in Lightning Ridge is full of rubbish. Can this be investigated?

##### **Response**

The Director Planning & Regulatory Services to investigate.

#### **Clr Keir**

##### **Question 1**

Have Council acknowledged letter received from the Walgett Historical Society regarding repairs to old Council Chambers and other matters?

##### **Response**

The General Manager advises that a letter is currently being drafted.

##### **Question 2**

Will Council have the shade shelter erected at the Walgett pool prior to the swimming season?

##### **Response**

The General Manager advised that the smaller shade has been repaired and a larger shade is being purchased. Council is currently investigating whether existing shelter poles need to be replaced or not.

#### **Clr Martinez**

##### **Question 1**

The lane marking and pot holes on Morilla Street need attention.

##### **Response**

Director Engineering Services advises that the inspection has been completed and scheduling is in progress.

##### **Question 2**

How is the Beautification Program going?

**Response**

The General Manager advised that planning for this program is underway. Plan is to do Collarenebri main street first, then Walgett and lastly Lightning Ridge. Council will need to inform communities of the project. The new concrete gang should do the work wherever possible.

**Question 3**

Can funds be accessed from the sewerage and water fund to be utilised for toilet block in the Len Cram Park, Lightning Ridge playground?

**Response**

The General Manager advised that the works program has been set for this financial year. This will be flagged as an item to be included in next year's budget.

**Clr Lane**

**Question 1**

Have the Lightning Ridge Library opening hours decreased?

**Response**

Director Corporate Services advises that the Library opening hours have remained the same for the past 4 years.

**Question 2**

Glen Peterson, a graduate town planner recently enquired about undertaking work experience with Council and was told that we do not provide work experience. Can this be investigated?

**Response**

General Manager advises that this approach was made quite some time ago. Whilst we endeavour to provide work opportunities whenever possible, there is a limit to the amount of time our professional staff can take away from their regular duties to provide such supervision.

**Clr Walford**

**Question 1**

Why wasn't a burst pipe near the IGA fixed until the next day?

**Response**

General Manager advises that the work was undertaken as soon as parts were available and to minimise disruption to local consumers.

**Clr Taylor**

**Question 1**

Is the Lightning Ridge tip going to be extended out another 10 metres?

**Response**

General Manager advises he is unaware of any proposal to extend the Lightning Ridge Waste Management Facility, however, planning is underway to prepare a site management plan.

**Question 2**

What is happening with the water connections to the camps?

**Response**

General Manager advises that this matter was discussed in detail at the July 2013 Council Meeting.

**Question 3**

Can the rough areas and gravel issues in the road extension near the bore baths be investigated?

**Response**

General Manager has referred this matter to Engineering for attention.

**Question 4**

When can the tree planting program commence? Can a letter be written to the Health Department enquiring if there are issues with watering trees outside their office?

**Response**

General Manager has requested details of proposed tree plantings at Lightning Ridge and will contact the Health Department with request for tree watering.

**Question 5**

Stewards have advised that the Lightning Ridge Race Club needs improvements, a race meeting may not take place this year if improvements are not made.

**Response**

General Manager advised that the race track issue has recently been investigated by Council and costing for improvements is being undertaken.

**Question 6**

What is happening with the Lightning Ridge tourism committee?

**Response**

General Manager advised that Council is currently revising shire tourism strategies. General Manager to liaise with Lightning Ridge tourism committee once drafted.

**Question 7**

Both Bins at Belmore Park are full and need to be emptied.

**Response**

General Manager advised staff have been requested to empty bins.

**Question 8**

Can the three outdoor cold water showers at the Lightning Ridge bore baths be connected to hot water from the bore head? Also water is slow to drain from the bathroom and showers are unclean.

**Response**

General Manager has requested a costing for upgrade of outdoor showers as there could be a problem with bore water temperatures. Drainage is being investigated as a maintenance issue.

**Minutes of Health & Safety Committee Meeting – 5 September 2013**

**Recommendation:**

That the minutes of the Council meeting held 5 September 2013, have been circulated be confirmed as a true and accurate record of that meeting.

**Moved:**

**Seconded:**

**Attachment**

Minutes of meeting held 5 September 2013.



**MINUTES OF THE MEETING  
WALGETT SHIRE COUNCIL HEALTH & SAFETY COMMITTEE**

The following are minutes of the Walgett Shire Council Health & Safety Committee Meeting held on Thursday, 5th September 2013 in the Walgett Council Chambers, meeting room commencing at 2.10pm.

**1. PRESENT**

|                 |                                       |
|-----------------|---------------------------------------|
| Dallas Williams | Committee Member (Deputy Chairperson) |
| Brad Pascoe     | Management Representative             |
| Ramesh Sharma   | Committee Member                      |
| Rebecca Jones   | Committee Member                      |
| Bronwyn Newton  | Ex Officio                            |
| David Callander | Secretary                             |

**2. APOLOGIES**

|                 |                                |
|-----------------|--------------------------------|
| Prafulla KC     | Committee Member (Chairperson) |
| Donald Ramsland | Management Representative      |
| Raju Ranjit     | Management Representative      |
| Barry Maher     | Committee Member               |

**3. MINUTES – 1<sup>ST</sup> AUGUST 2013**

The minutes from the meeting held on the 1<sup>st</sup> August 2013 were circulated via email and tabled for endorsement.

The minutes of the Health & Safety Committee Meeting held on 1<sup>st</sup> August 2013 were confirmed and accepted

Moved: Rebecca Jones  
Seconded: Brad Pascoe

**4. BUSINESS ARISING**

**4.1 Walgett Works Depot – Inspection Review**

Mr David Callander presented to the meeting as a verbal report what actions have already been completed from the recent work place inspections that had been carried out by the committee. Mr Callander is to provide the Directors with a copy of outstanding actions to be considered / actioned.

**Action:**  
**Mr Callander to provide the Directors with a list of outstanding actions taken from the recent inspections.**

#### **4.2 Walgett New Works Depot**

Mr Brad Pascoe advised the Committee in the absence of Mr Don Ramsland, General Manager, this matter was still progressing.

The Committee were advised that the General Manager, Mr Don Ramsland, has formed a steering committee to work with the developer in an effort to move forward the progress of the new depot for Walgett. A meeting of the committee will be held when Mr Ranjit returns to work.

**ACTION:**  
**Mr Don Ramsland, General Manager, to form the steering committee.**

#### **4.3 First Aid Allowance**

The Committee were advised that Mr Don Ramsland, General Manager is to review the First Aid nominations and advise of the outcome at the next meeting.

Ms Bronwyn Newton advised the committee that although the final list still needs the General Manager's approval, the Shire is adequately covered with First Aid Officers with at least one in the majority of workplaces. Mr Ramsland will sign off on the list when finalised.

Mr Callander is to begin inspections of kits and training of First Aid officers once approval has been given by the General Manager.

**ACTION:**  
**First Aid nominations recommendations forwarded to the Mr Don Ramsland, General Manager for review, advice and/or approval.**  
**Mr David Callander, WHS Officer & Rehabilitation Coordinator will be completing inspections of Council's First Aid kits and ensuring that the First Aid Officer(s) are aware of their role and responsibilities.**

#### **4.4 Construction Fencing**

The Committee was advised by Mr Dallas Williams that the tender submitted from a supplier in Tamworth for the construction fencing trailer had been withdrawn by the supplier due to a heavier than normal workload and this left two quotes for supply.

Mr Barry Maher has provided the General Manager some additional quotes for the emergency trailer quotes, approximately \$9000.00 each.

Mr Brad Pascoe advised on behalf of the General Manager, to go ahead with the quotes currently available.

Mr Williams advised the committee that the trailers would now be made locally as a local supplier had lodged the next best quote.

**ACTION:**

**Mr Raju Ranjit will provide information regarding the Emergency Response trailer which is loaded with appropriate signs, pumps and materials for future emergency use at the next meeting.**

**4.6 Fire Warden Training**

The Committee were advised that Mr David Callander has inspected the Fire Warden Kits and has ordered replacement and new stock.

It was further advised that Mr David Callander is currently organising training for the volunteer Fire Wardens with the view to completing the training prior to the next committee meeting.

**ACTION:**

**Mr David Callander to arrange training for the volunteer Fire Wardens once ordered stores arrive and prior to next meeting.**

**4.7 Safe Storage for Chemicals**

The Committee were advised the Safe Storage of Chemicals options and costs were discussed at the Works meeting and the General Manager will review this information.

Mr Callander advised that following the visits to other depots by himself, Mr Greg Leersen and Mr Raju Ranjit, other ideas and storage methods were observed. Mr Callander will review the original recommendations for storage and provide the General Manager with an updated recommendation for purchase of chemical storage.

Mr Brad Pascoe advised that the General Manager had expressed to him that one of the conditions on the purchase of new chemical storage containers is that they must be transportable, ie; they must be able to be moved to the new depot when built.

This will be passed to the steering committee to ensure compliance.

**Action:**

**Mr Callander to provide an updated list of specifications / requirements for the safe storage of chemicals for the General Manager to review.**

**Mr Don Ramsland, General Manager to review the information provided in regards to Safe Storage for Chemicals.**

**4.8 Skin Patrol**

The Committee were advised by Mr Brad Pascoe, the General Manager is still reviewing the Skin Patrol proposal. Discussion was held regarding if the service could be provided by local providers as a health "pit stop", should the checks be compulsory for staff, and how would this be followed up. Much discussion took place regarding these questions. More information is to be collected and presented at the next meeting before a recommendation can be made.

Mr Callander will research what is available and report to the next meeting.



**Action:**

**Mr Callander to research and provide information on alternate methods of health checks for staff.**

**Mr Don Ramsland to review the information provided by Mr David Callander in regards to Skin Patrol and advise Mr David Callander if approval is given to proceed with offering this proposal to all Walgett Shire Council employees.**

**4.9 Risk Management Register**

The Committee were advised by Mr David Callander that he has completed checking through the list provided by Wellington Council and comparing to Walgett Council. A spreadsheet has been developed and Mr Callander is to continue checking the list and adding to it as required.

The Risk Management Register will be forward to the Committee once completed.

**Action:**

**Mr David Callander to provide to the Committee the Risk Management Register relevant to Walgett Shire Council once completed.**

**4.10 Roads Policy**

The Committee were advised by Ms Bronwyn Newton that Mr Raju Ranjit is still working on a Roads Policy with Statewide Mutual and will present to the Committee once completed.

Discussion was held regarding the planned visit by Statewide Mutual to Council scheduled for September 2013, it is anticipated that the Roads Policy will be finalised at this time.

**Action:**

**Mr Raju Ranjit to provide to the Committee the Roads Policy once completed.**

**4.11 Out of Service Tag**

The Committee were advised by Mr Callander that he was to present at this meeting examples of the different tags. Unfortunately Mr Callander was unable to present at this meeting and will make the tags available for the next meeting.

**Action:**

**Mr David Callander to provide information about Out of Service tags with all staff by travelling around all the worksites.**

**Mr David Callander to provide examples of Out Service Tags and Lock Out tags at the next meeting.**

#### 4.12 Feedback from Health & Safety Newsletter

Mr Callander reported that he has had no feedback from staff in relation to the newsletter. Mr Callander asked that the committee members promote the newsletter amongst their staff and help out with ideas to keep the information flowing.

Mr Pascoe reported that he had been advised by the General Manager that each issue should have a section whereby reported incidents be made known to staff following a recommendation made at the previous meeting. This would allow all staff to become aware of some of the silly and preventable incidents that are occurring.

**Action:**

**Committee members to promote the newsletter amongst staff.**

**Mr Callander to include information from incident reports in the newsletter.**

#### 4.13 Incident Summary

The Committee were provided information on the incidents recorded for August 2013.

Mr Pascoe advised that the General Manager had adopted the recommendations, (listed below) put up by the committee in relation to preventable Work Health & Safety incidents and to employees that are repeat offenders :-

- Disciplinary Action – Warning letters
- Summary of incidents placed in the newsletter so employees become more aware of incidents occurring and the need to be more aware and alert to prevent further incidents,
- Motivational speakers to change workplace behaviour attitude / culture
- Summary of incidents provided to all staff with Health & safety minutes.

### 5. OTHER BUSINESS

#### 5.1 General Business.

In the General Manager's absence, Mr Pascoe presented the following on behalf of the General Manager.

- Mr Ramsland requests that Mr Dallas Williams and Mr Greg Leersen provide an updated report on provision of mobile hoists for the workshop following a visit to inspect a workshop at Gunnedah. A requirement of the General Manager is that any hoist considered must have the ability to be moved to the new depot, when required.
- An issue involving the loading of the pulvey hopper with lime was to have a Safe Work Method Statement drawn up. Mr Ramesh Sharma to ensure that staff are issued with all PPE required, instruction given to it's use, supervisors to clamp down and ensure PPE is worn and the pulvey operated correctly.

- Mr Ramsland advised the committee of an extra \$131,000.00 cost that has been added to Walgett Shire Council's insurance costs. Possible reasoning for this increase is the increased number of 'silly' accidents / incidents that are occurring across the shire.
- The General Manager would like to see the next round of workplace inspections carried out at either Collarenebri or Lightning Ridge.
- Staff health checks was raised as an idea for consideration by the committee. This was discussed and Mr Callander is to look into what other Councils are doing in this area.

**Actions:**

**Mr Williams & Mr Leersen to provide a report on the hoists for the workshop to the General Manager prior to the next meeting.**

**Mr Sharma & Mr Ranjit to provide a report on the pulvey issue to the General Manager prior to the next meeting. Mr Sharma to ensure supervisors clamp down on correct wearing of PPE.**

**Mr Callander to draw up a new inspection schedule and organise for the inspections to be carried out prior to the next meeting.**

**Mr Callander to obtain and present information regarding staff health checks for the next meeting.**

Ms Rebecca Jones raised the issue of the strongroom being filthy and full of rubbish. Whilst it was recognised that the strongroom holds a lot of important and historical records, there also appears to be a lot of rubbish.

Ms Jones requested that the General Manager consider asking the building cleaner/maintenance officer, following instruction as to what can be thrown and what must be kept, to clean out the strongroom.

**Actions:**

**Mr Ramsland to consider having the strongroom cleaned.**

**Mr Ramsland to issue instruction to the building cleaner regarding cleaning of the strongroom, if considered necessary to have it cleaned.**

Mr Callander presented an issue that had been raised that morning by Mr Dallas Williams regarding the loading ramp area used by the flocon teams. The issue was that the area whereby the truck driver entered /exited the truck is adjacent to a steep and slippery slope. Mr Callander attended, took photos and discussed solutions with Mr Williams and Mr Anthony Gibbs (truck driver that raised the issue). A couple of solutions were considered and put to the committee for endorsement and recommendation to management for repairs to be made.

**Action:**

**Mr Callander to bring the issue to the attention of the relevant Director for consideration / action.**



**6. NEXT MEETING**

The next meeting is to be held Thursday, 3<sup>rd</sup> October commencing at 2pm.

**There being no further business the meeting closed at 4.20pm**

I advise that in accordance with my delegated authority, the recommendations of the Health & Safety Committee contained in this report are accepted.

Signed: \_\_\_\_\_ Mr Don Ramsland, General Manager

## ***COUNCIL'S DECISION ACTION REPORT – AUGUST 2013***

**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.

### **Background:**

Attached is the Resolution Register which summaries outstanding action in respect of all resolutions as well as any other matters raised at previous Meetings which required action.

### **Current Position:**

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

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

Resolution Register 27 August 2013

### **Governance issues:**

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

### **Environmental issues:**

Nil

### **Stakeholders:**

Council and Manex Team

### **Financial Implications:**

Nil

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

Nil



**Conclusion:**

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

|                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>COUNCIL DECISIONS ACTION REPORT – AUGUST 2013</b>                                                                                                  |
| <p><b>Recommendation:</b></p> <p>That the Resolution Register for August 2013 be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Resolution Register- August 2013.

## Resolution Actions for Ordinary Meeting 19<sup>th</sup> February 2013

|                    |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                    |  |
|--------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--|
| 19th February 2013 | 1/2013/22 | <p>1. That Council resolve to sell Lot 20 Sec 41 DP 759036 to Walgett Preschool and Long Day Care Centre for the purchase of the sum of \$35,000 plus GST.</p> <p>2. That Council resolve to waive rental payments of \$28,800 under the lease agreement.</p> <p>3. That Council instruct solicitors Booth, Brown Samuels and Olney to prepare a Contract of Sale between the Walgett Preschool &amp; Long Day Care Centre for Lot 20 Section 41 DP759036 to complete the transaction.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Cooper</p> | Corporate Services | <p>19/03/2013 Contracts currently being drawn up by Booth, Brown Samuels and Olney.</p> <p>10/04/2013 Contracts have been drawn up and settlement scheduled.</p> <p>22/04/2013 Contract for sale documents signed by General Manager.</p> <p>22/04/2013 Contract for Sale – Lot 20 Pitt Street Walgett signed and forwarded to Booth, Brown, Samuels and Olney.</p> <p>17/06/2013 Sale is progressing, should be finalised by the end of June 2013, 149 Certificate has been issued.</p> <p>15/07/2013 Transfer on hold pending receipt of letter from WP &amp; LDC regarding building condition issues.</p> <p>07.08.13 Advised that a letter would be coming from the Committee advising that they wish to proceed with the purchase and that Council give consideration to assisting with some identified maintenance issues.</p> <p>16.09.2013 Coolibah Kids is to meet on 18/9, awaiting letter.</p> | Corporate Services |  |
| 19th February 2013 | 1/2013/45 | <p>That Council approve the renewal of lease between Walgett Shire Council as Trust Manager for the Walgett Recreation (D520033) Reserve Trust; Walgett Recreation (R69987) Reserve Trust and Walgett Baths (R82251 Reserve Trust and the Walgett and District Sporting Club Limited for a term</p>                                                                                                                                                                                                                                            | General Manager    | <p>18/03/2013 Lease is currently in the process of being drafted and has been forwarded to the Club for signing.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | General Manager    |  |

# WALGETT SHIRE COUNCIL AGENDA

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|                    |                                | <p>of twenty years from 1 January 2012 to 31 December 2031 at an annual rental of \$2 and on the same terms and conditions of the former lease.</p> <p>Further that Council execute the appropriate lease documentation under the Common Seal of Council and seek the Minister's approval/concurrence to the proposed new twenty year lease.</p> <p>Moved: Cllr Woodcock<br/>Seconded: Cllr Lane</p> |                                           | <p>16/06/2013 Matter on hold until Sporting Club administration is finalised.</p> <p>16.09.2013 Current status of matter is being followed up.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                           |  |
| 19th February 2013 | Questions for the next Meeting | <p>What is the progress of the Sewer Dump Point's relocation at Lightning Ridge?<br/><b>Cllr Woodcock</b></p>                                                                                                                                                                                                                                                                                        | Director of Urban Infrastructure Services | <p>18/03/2013 Planned completion of relocation for May 2013.</p> <p>15/04/2013 Installation of the Sewer Pump will be completed by 30 June 2013.</p> <p>15/05/2013 New sewer dump point is in Windlass Ave next to Lions Park, as it is not practical to install near new bore.</p> <p>17/06/2013 Awaiting a dump point kit, will be installed in Harlequin Street.</p> <p>12/07/2013 Contract has been awarded, still awaiting the dump point kit.</p> <p>07.08.13 As discussed in July Council meeting location near the standpipe in Onyx Street is being investigated. The only problem may be access to the site during heavy rainfall.</p> | Director of Urban Infrastructure Services |  |
| 19th February 2013 | Questions for the next Meeting | <p>Cllr Greenaway advised Suzanne Murray sent a request for a Levee to be Maitland Street, Collarenebri; what is the progress of this request?<br/><b>Cllr Greenaway</b></p>                                                                                                                                                                                                                         | General Manager                           | <p>Legal Position being investigated letter sent to Mrs Murray.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | General Manager                           |  |

# WALGETT SHIRE COUNCIL AGENDA

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| 19th February 2013 | Questions for the next Meeting | What is the progress of the proposed pedestrian crossing outside of the Lightning Ridge Pre-School?<br><b>Clr Walford</b>                           | Director Engineering Services | 01/03/2013 Traffic studies are in progress.<br>17/05/2013 Counter was removed on the 16/05/2013, data processing is currently in progress.<br>17/06/2013 The traffic data will be discussed at the Local Area Traffic Committee Meeting on 20/06/2013.<br>10/07/2013 Draft design has been submitted to RMS for comments on 04/07/2013<br><br>Re inspected on 10/09/2013 and in progress in re- drafting the design. | Director Engineering Services |                                       |
| 19th February 2013 | Questions for the next Meeting | At the "Welcome to Lightning Ridge agitator" could Council provide a hard standing area as it is very boggy in wet conditions?<br><b>Clr Taylor</b> | Director of Engineering       | 01/03/2013 Investigation is currently in progress<br>15/04/2013 This will be put forth for consideration in the 21013/2014 Budget.<br>10/07/2013 Has been scheduled on October 2013.                                                                                                                                                                                                                                 | Director of Engineering       | Construction completed on 06/09/2013. |

# WALGETT SHIRE COUNCIL AGENDA

## Resolution Actions for Ordinary Meeting 26 March

|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                        |                                                                                                                                                                                                                                                                                                                                                                                                      |                                        |  |
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| 26 March 2013 | 3/2013/11 | Resolved:<br>1. That a fresh ten year licence with a five year renewal option at market value be negotiated with Imparja Television Pty. Ltd. with regards their existing Walgett site and a further option to purchase the land at market value also negotiated when the issues surrounding the requirements of the new LEP and power connections are resolved.<br>Moved: Clr Walford<br>Seconded: Clr Lane                                                                             | General Manager                        | Licence being prepared for signature. Digital Broadcasting has commenced in Walgett and Lightning Ridge.                                                                                                                                                                                                                                                                                             | General Manager                        |  |
| 26 March 2013 | 3/2013/15 | That the Council give consideration to a provision in the 2013/2014 budget of an amount of \$20,000.00 for the purchase of 17 iPad tablets and data packages and the Council Dashboard Intranet Software.<br><br>Moved: Clr Martinez<br>Seconded: Clr Lane                                                                                                                                                                                                                               | Director Corporate Services            | 15/04/2013 Provisions to be made in draft estimates.<br>15/05/2013 Provision made in draft budget.<br>15/07/2013 Estimated start date 19/08/2013 to include production of Aug Business Paper. 15 units to be installed.<br>07.08.13 Scheduled for use at August meeting in conjunction with hardcopy of the business paper.<br>16.09.2013 Transition to iPad only scheduled October Council Meeting. | Director Corporate Services            |  |
| 26 March 2013 | 3/2013/17 | That the Council invite expressions of interest for the provision of external audit services for a six year period commencing 1 July 2013 on a joint basis with the councils of Coonamble, Warren, Gilgandra and Warrumbungle.<br><br>Moved: Clr Lane<br>Seconded: Clr Keir                                                                                                                                                                                                              | Director Corporate Services            | 15/04/2013 Matter proceeding. Specifications being prepared prior to advertising.<br>17/06/2013 Gilgandra Shire Council is progressing the Expression of Interest process.<br>15/07/2013 Matter progressing.<br>16.09.2013 Report to be presented to September Council Meeting.                                                                                                                      | Director Corporate Services            |  |
| 26 March 2013 | 3/2013/22 | 1. That Council endorse the recommendation to request Veolia Water Supply to run a prototype trial plant in Collarenebri.<br>2. That, should the trial prove a success, retrofit of Collarenebri treatment plant be considered in conjunction with the 2013/14 Operational Plan and Budget preparations with a special report being prepared in respect of this issue including sourcing of government funding which may be available.<br><br>Moved: Clr Greenaway<br>Seconded: Clr Lane | Director Urban Infrastructure Services | 04/04/2013 Veolia has been informed about Councils resolution, Veolia is currently sourcing trial unit.<br>15/05/2013 Veolia is still sourcing a trial unit.<br>16/06/2013 Trial unit could possibly be received by the end of June 2013.<br>10/07/2013 Trial unit will cost \$58,000.00 as advised by Veolia- included in MFBM in July.<br>07.08.13 Expressions of Interest                         | Director Urban Infrastructure Services |  |

# WALGETT SHIRE COUNCIL AGENDA

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|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                           | close 19 August 2013.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                           |                      |
| 26 March 2013 | 3/2013/23 | <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none"> <li>1. Adopt part of Crown Reserve 230076, commonly known as the Lions Park, as its preferred site at Lightning Ridge for a declared off-leash area for dogs.</li> <li>2. Write to the Crown Lands Division of the NSW Department of Primary Industries and seek its agreement for the establishment of an off-leash area for dogs within Crown Reserve 230076, commonly known as the Lions Park, over the area delineated in Attachment B.</li> <li>3. Consider the allocation of a budget of \$3,000 for faeces receptacle and signage for an off-leash area for dogs at Lightning Ridge as part of Council's budget for 2013-2014.</li> </ol> | Director Planning and Regulatory Services | <ol style="list-style-type: none"> <li>1. No action required.</li> <li>2. Letter sent 4/4/2013</li> <li>3. Pending, awaiting response from Crown Lands.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Director Planning and Regulatory Services |                      |
| 26 March 2013 | 3/2013/28 | <ol style="list-style-type: none"> <li>1. That the matters listed by the Director Engineering Services for brief mention or information be received and noted.</li> <li>2. That report on Pitt Street and Montkeila Street access for road train will be submitted to the April Council Meeting.</li> </ol> <p>Moved: Cllr Lane<br/>Seconded: Cllr Cooper</p>                                                                                                                                                                                                                                                                                                                                                                     | Director Engineering Services             | <p>15/04/2013 Currently awaiting the RMS's response.<br/>17/06/2013 Will be discussed at the Local Area Traffic Committee Meeting on 20/06/2013.</p> <p>10/07/2013 Has been discussed on Local Area Traffic Committee meeting held on 20/06/2013 and will be submitted the proposal on July Council Meeting.<br/>07.08.13 The proposal has been submitted to RMS for approval.</p>                                                                                                                                                                                                                                  | Director Engineering Services             | Completed 31/07/2013 |
| 26 March 2013 | 3/2013/30 | <ol style="list-style-type: none"> <li>1. That Council endorse the action of the General Manager in completing the revised agreement with IMF (Australia) to include the action against Standard and Poors (S&amp;P) to act on behalf of Walgett Shire Council.</li> <li>2. That the successful recoupment of the Dante investment in the sum of \$494,876.90 be noted and the funds be restricted into a Reserve for Economic Development.</li> </ol> <p>Moved: Cllr Greenaway<br/>Seconded: Cllr Martinez</p>                                                                                                                                                                                                                   | Director Corporate Services               | <p>16/04/2013 Settlement details expected to be advised shortly.</p> <ol style="list-style-type: none"> <li>1. 15/05/2013 still awaiting details of final settlement from Lehman Bros.</li> <li>2. Funds restricted to Economic Development Reserves.</li> </ol> <p>17/06/2013 Update provide to Council 25/06/2013.<br/>15/07/2013 Awaiting further advice from IMF regarding negotiations to implement the settlement agreement.<br/>07.08.13 No further advice received in relation to this matter.<br/>16.09.2013 Matter progressing with substantial progress on a settlement expected before end of 2013.</p> | Director Corporate Services               |                      |

# WALGETT SHIRE COUNCIL AGENDA

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|---------------|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|--|
| 26 March 2013 | 3/2013/31                       | <p>1. That the Council note the content of the report and that the property described as Lot 2 &amp; Lot 10 sec 13 DP 758227 (Carinda Hotel) be withdrawn from sale due to a lack of clarity over the current ownership of the property and as a result, whether required notifications have been given to all parties with an interest in the land.</p> <p>2. That Ms Jennifer Petkovic be advised that Council has deferred the sale of the property and that it will be re-listed for a further sale in the event that outstanding rates remain unpaid.</p> <p>Moved:       Clr Greenaway<br/>Seconded:    Clr Taylor</p> | Director Corporate Services            | <p>16/04/2013 Property withdrawn from sale. \$7,500 received as at report date. Further \$1,000 paid bringing total payments to \$8,500. Matter to be followed up with SR Law to determine recovery action.</p> <p>17/06/2013 Legal action options being investigated.</p> <p>15/07/2013 SR Law have been provided with relevant documentation. Awaiting further advice.</p> <p>07.08.13 No response to letter of demand. Solicitors instructed to lodge statement of claim.</p> <p>16.09.2013 Matter proceeding to judgement. \$9,533.45 as at 16/9 after payments of \$822.67 on 23/7, \$1,000.00 on 23/8 and \$500.00 on 11/9. Ratepayer has made no contact with SR Law or Council.</p> | Director Corporate Services            |  |
| 26 March 2013 | 3/2013/34                       | <p>Senior staff of Walgett Shire Council meet with representatives from the Australian Opal Centre to establish a Memorandum of Understanding.</p> <p>Moved:       Clr Taylor<br/>Seconded:    Clr Martinez</p>                                                                                                                                                                                                                                                                                                                                                                                                              | General Manager                        | Meeting to be arranged.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | General Manager                        |  |
| 26 March 2013 | Questions from the last meeting | <p>Can funding for maintenance on the Castlereagh Highway between Lightning Ridge and Walgett be investigated?<br/><b>Clr Martinez</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Director Engineering Services          | <p>15/04/2013 Will be discussed at the next RMCC Meeting.</p> <p>15/05/2013 Was discussed at the RMCC meeting held 8<sup>th</sup> May 2013, RMS is currently considering.</p> <p>17/06/2013 Currently awaiting RMS's 2013/2014 Work Program.</p> <p>10/07/2013 RMS has agreed for the work and waiting for their work schedule</p>                                                                                                                                                                                                                                                                                                                                                          | Director Engineering Services          |  |
| 26 March 2013 | Questions from the last meeting | <p>If \$90,000 is to be spent on the Collarenebri Agency House, what is the value of the House and the cost benefits of the renovations?<br/><b>Clr Martinez</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Director Urban Infrastructure Services | <p>15/04/2013 As at the 29<sup>th</sup> October 2010 current market value of the property was \$60,000.00. However, Council's General Manager believes that there is justification to carrying out renovations to the premises on a limited scale and will be preparing a further report for Council's consideration in this regard in conjunction with a report on the future operation of the Collarenebri</p>                                                                                                                                                                                                                                                                            | Director Urban Infrastructure Services |  |

# WALGETT SHIRE COUNCIL AGENDA

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|---------------|---------------------------------|----------------------------------------------------------------------------------------------------|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--|
|               |                                 |                                                                                                    |                 | Agency.<br>15/05/2013 A report will be submitted Council.<br>10/07/2013 An inspection of Collarenebri Agency House will be conducted by General Manager, Director Urban Infrastructure Services and Senior Health and Building Surveyor.<br>07.08.13 Inspection Completed. |                 |  |
| 26 March 2013 | Questions from the last meeting | Can a report be brought to Council on the cost of the Bill O'brien subdivision?<br><b>Clr Lane</b> | General Manager | 17/04/2013 The General Manager will investigate and prepare a report for Council's consideration.                                                                                                                                                                          | General Manager |  |

## Resolution Actions for Ordinary Meeting 23 April 2013

|               |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |                                                                                                  |                             |  |
|---------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------------------------------------------------------------------------------------------|-----------------------------|--|
| 23 April 2013 | 4/2013/7  | That Walgett Shire Council:<br>1. Support the notion of "public funding being used for public benefit"<br>2. Supports "in principle" the SEXI proposal and the development of a solar energy industry in Walgett Shire.<br>3. Call on the Federal Government, through the Australia Renewable Energy Agency (ARENA), to provide up to \$200M over five years to the SEXI Group of Councils. To allow the SEXI proposal to be built and operated.<br><br><b>Moved: Clr Woodcock</b><br><b>Seconded: Clr Greenaway</b> | General Manager             | Letter of Support being drafted.                                                                 | General Manager             |  |
| 23 April 2013 | 4/2013/12 | That the State Minister and Federal Shadow Minister for the Environment be invited to inspect the extent of the Hudson Pear outbreak in the Shire and to fund the \$350,000 required annually to treat new weed incursions and stop the weed spreading.<br><br><b>Moved: Clr Lane</b><br><b>Seconded: Clr Greenaway</b>                                                                                                                                                                                              | General Manager             | Invitation being extended through Local Member.                                                  | General Manager             |  |
| 23 April 2013 | 4/2013/13 | That the "Sculptures on the Highway" project be included for consideration at the 2013/14 Budget Workshop and that further consideration be given regarding the level of participation which Council may have in the organisation of the project.<br><br><b>Moved: Clr Woodcock</b><br><b>Seconded: Clr Martinez</b>                                                                                                                                                                                                 | General Manager             | Provision to be made in 2013/14 draft estimates.                                                 | General Manager             |  |
| 23 April 2013 | 4/2013/21 | 1. That Council delegate to the General Manager authority to sell the two (2) remaining properties being Assessment 6544 for 75 Warrena Street, Walgett – Lot 41 DP 802933 and Assessment 6569 20 Peel Street, Walgett – Lot 1 Section 10 DP 759036 by                                                                                                                                                                                                                                                               | Director Corporate Services | 1. & 2. All properties settled 13 May with exception of 5-7 Church Street Collarenebri. Requires | Director Corporate Services |  |



# WALGETT SHIRE COUNCIL AGENDA

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|---------------|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--|
|               |                               | <p>private treaty in accordance with Section 716 of the Local Government Act 1993.</p> <p>2. That the General Manager be delegated authority to complete the required legal documentation associated with the sale of the properties submitted for sale under Section 713 of the Local Government Act 1993 and to affix the Council Seal where required.</p> <p>3. That agreement be sought from owners with multiple properties to transfer any surplus of funds from sale prices exceeding the outstanding rate amount, to other properties in the owner's name for which the sale price did not meet the outstanding rate amount.</p> <p><b>Moved: Cllr Lane</b><br/><b>Seconded: Cllr Taylor</b></p> |                                | <p>Documentation to be sorted.</p> <p>3. To be further considered when final costs have been allocated to each assessment.</p> <p>17/06/2013 Related processes proceeding.</p> <p>15/07/2013 1&amp;2 – All properties settled.</p> <p>2. Letter to be forwarded when full costs have been apportioned to assessment.</p> <p>07.08.13 Assets officer instructed to market properties. Meeting held with ratepayer. Ratepayer agreeable to pay some of the surplus of remaining properties but is seeking that some funds be returned.</p> <p>17.09.2013 Sale of 75 Wareena Street &amp; 20 Peel Street yet to be progressed.</p> |                                |  |
| 23 April 2013 | Question for the next meeting | <p>Could the Gem Street "shoulders" have a bitumen coating. Due to it being a high traffic area, a dust problem is being created for residents in Gem Street opposite the Lightning Ridge Diving and Swimming Pool Complex?</p> <p><b>Cllr Taylor</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                | Director Engineering Services  | <p>10/07/2013 Work programme is in progress.</p> <p>07.08.13 Due to other commitments this has been postponed to October 2013.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Director Engineering Services  |  |
| 23 April 2013 | Question for the next meeting | <p>Can a letter be written to the Regional Manager of Australia Post in relation to the issues being experienced at the Lightning Ridge Post Office?</p> <p><b>Cllr Keir</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Director of Corporate Services | <p>Letter being drafted to the Regional Manager of Australia Post.</p> <p>17/06/2013 Awaiting letter from Australia Post.</p> <p>15/07/2013 Further phone call to regional manager. He will follow up with State Manager regarding response to Council's letter.</p> <p>07.08.13 Advised that letter should be received by Council week ending 9 August 2013.</p> <p>16.09.2013 No further progress on this matter.</p>                                                                                                                                                                                                         | Director of Corporate Services |  |
| 23 April 2013 | Question for the next meeting | <p>Can the condition of the bitumen in Colless Street Come-By-Chance be inspected?</p> <p><b>Cllr Keir</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Director Engineering Services  | <p>15/05/2013 Has been inspected on 13/05/2013, work will be undertaken by the end of May 2013.</p> <p>17/06/2013 Due to excessive work load, the work on Colless Street has been rescheduled to July 2013.</p> <p>10/07/2013 Due to the urgent</p>                                                                                                                                                                                                                                                                                                                                                                             | Director Engineering Services  |  |

# WALGETT SHIRE COUNCIL AGENDA

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|               |                               |                                                                                                                                                                                                                                                                                                                                                                               |                               | commitments, the work on the Colless Street has been Postponed to October 2013.                                                                                                                                                                                                                  |                               |  |
| 23 April 2013 | Question for the next meeting | Noted that he had raised this matter at the February meeting and resident's letters on the issue had not been replied to. He requested that a report be brought back to Council regarding possible funding and planned maintenance for the Bridges and side tracks on the Brew on Road. It was also suggested that Council officers meet with residents.<br><b>Clr Cooper</b> | Director Engineering Services | 15/05/2013 A meeting has been scheduled for 20/05/2013 with Clr Cooper and residents onsite.<br>17/06/2013 Due to the weather conditions the meeting needs to be rescheduled.<br>07.08.13 Councillor Cooper has spoken with residents and happy to see the construction of the bridge this year. | Director Engineering Services |  |

## Resolution Actions for Ordinary Meeting 28 May 2013

|             |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                 |                                                                                                       |                 |  |
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| 28 May 2013 | 5/2013/9  | <p><b>Resolved:</b></p> <ol style="list-style-type: none"> <li>That Council review the document and highlight those matters within the Taskforce's latest paper which it is felt should be supported, changed or amended.</li> <li>That the General Manager prepare a submission to The Local Government Acts Taskforce and submit same prior to the closing date of 28th June 2013.</li> </ol> <p><b>Moved: Clr Keir</b><br/><b>Seconded: Clr Lane</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | General Manager | Attended Taskforce Workshop at Dubbo on 15 May, submission being prepared to be lodged by 28/06/2013. | General Manager |  |
| 28 May 2013 | 5/2013/11 | <ol style="list-style-type: none"> <li>That Council review the options as detailed</li> <li>The Council identifies any further options not detailed.</li> <li>That Council eliminate any options not considered suitable.</li> <li>Council identify a preferred option or options that they would like to further evaluate.</li> <li>The General Manager hold a meeting with all Council staff to outline the work of the Panel and Council's position going forward.</li> <li>That Council determine the need to hold a series of public forums to explain the work of the Panel and the proposals being considered.</li> <li>That a full explanation of the current proposals and Council's preferred option(s) be circulated through Council's newsletter and web site.</li> <li>That Council further explore options 2, 4 and 5 only.</li> <li>Enter into a strong resource sharing agreement with our surrounding Councils (Not necessarily limited to the three</li> </ol> | General Manager | Meeting held with Councillors on the 14 <sup>th</sup> June to discuss submission.                     | General Manager |  |

# WALGETT SHIRE COUNCIL AGENDA

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|             |                                | <p>identified) which will provide some economies of scale and cost savings. This could be strengthened by the undertaking of a Memorandum of Understanding</p> <p>4. Look at the concept of a much small Regional Authority, say based on Walgett, Brewarrina and Bourke. This could bring to the table the State and Federal Governments and the Aboriginal Organisations. The determination of representation would be one hurdle to overcome.</p> <p>5. Form a County Council with the three Councils to facilitate a better resource sharing model and also have additional bargaining power with the State and Federal Agencies and the ability to engage with the aboriginal communities on a regional basis.</p> <p>9. That the results of the further research be brought back to a Council Workshop.</p> <p>10. That the General Manager engage additional professional expertise if required.</p> <p>11. That the General Manager consult with surrounding Shires to ascertain their intended actions.</p> <p>12. The Mayor and the General Manager be authorised to take any other appropriate <b>action in preparing information for Council's workshop.</b></p> |                               |                                                                                                                                                                                                                                                       |                               |  |
| 28 May 2013 | 5/2013/14                      | <p><b>Resolved:</b></p> <p>1. That Council agree to provide a Migrant Information and Referral service through the Community Development unit subject to funding for employment of the worker being provided by the Community Relations Commission (CRC)</p> <p>2. That a provision of \$5000 in 2013-2014 budget for administrative and office expenses associated with the position.</p> <p><b>Moved: Cllr Woodcock</b><br/><b>Seconded: Cllr Martinez</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Director Corporate Services   | <p>17/06/2013 Arrangements proceeding.</p> <p>15/07/2013 Letter written and funding application lodged.</p> <p>07.08.13 Matter progressing</p> <p>16.09.2013 Council awaiting outcome of funding application.</p>                                     | Director Corporate Services   |  |
| 28 May 2013 | Questions for the next meeting | <p>What is the progress on the amalgamation of the Engineering Department?</p> <p>Cllr Woodcock</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | General Manager               | <p>The General Manager advised this will be readdressed once the Independent Local Government Review Panel release their final decision.</p>                                                                                                          | General Manager               |  |
| 28 May 2013 | Questions for the next meeting | <p>Has Council investigated R &amp; M Pearson's letter regarding access to the Walgett Weir?</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Director Engineering Services | <p>17/06/2013 A site meeting will be scheduled and further investigations undertaken.</p> <p>10/07/2013 Investigation has been done. Council has submitted an opposed letter to Crown Lands.</p> <p>07.08.13 Waiting for the Crown Land's action.</p> | Director Engineering Services |  |

## WALGETT SHIRE COUNCIL AGENDA

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| 28 May 2013 | Questions for the next meeting | When will the resurfacing of the tar in George Street Collarenebri be undertaken?                                                                                                                                                                                                                                                                      | Director Engineering Services                 | 17/06/2013 Big potholes have been filled with black jack, resealing has been scheduled within the 2013/14 Budget.                                                                           | Director Engineering Services                 |                      |
| 28 May 2013 | Questions for the next meeting | Complaints have been received regarding the Leash Free Area in Lightning Ridge, can further investigation be undertaken to find a suitable area?                                                                                                                                                                                                       | Director Planning & Regulatory Services       | 17/06/2013 awaiting response from Crown Lands Dubbo regarding the proposal for Lions Park. Regulatory Officer will be undertaking weekend patrols to ensure all pets restrained at markets. | Director Planning & Regulatory Services       |                      |
| 28 May 2013 | 5/2013/22                      | That Walgett Shire Council resolve to provide of up to \$70,000 from the Water Fund to engage a consultant to undertake the feasibility study, hydrology study and concept design for raising the Barw on Weir 11A and incorporating a fishway.<br><br><b>Moved: Cllr Keir</b><br><b>Seconded: Cllr Lane</b>                                           | Acting Director Urban Infrastructure Services | Feasibility study concept being finalised.<br>07.08.13 Site meeting scheduled for 2 <sup>nd</sup> week of August with Consultant                                                            | Acting Director Urban Infrastructure Services |                      |
| 28 May 2013 | 5/2013/31                      | 1) That Council adopt in principal the 2013/14 Draft Operational Plan and Budget, Associated Integrated Planning and Reporting Documentation.<br><br>2) That Council Place the documentation on Public Exhibition for 28 days and during this time hold Public Consultation Sessions.<br><br><b>Moved: Cllr Martinez</b><br><b>Seconded: Cllr Lane</b> | General Manager                               | Documents currently on Public Exhibition, submissions will close Monday 24/06/2013, a special budgetary meeting to adopt the budget is scheduled for Friday 28/06/2013.                     | General Manager                               | Completed 31/07/2013 |

### Resolution actions for 25<sup>th</sup> June 2013 Meeting

|              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                 |                                             |                 |  |
|--------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------------------------------|-----------------|--|
| 25 June 2013 | 6/2013/11 | That attendance of the Mayor and General Manager at the Local Government NSW Annual Conference be confirmed with expenses paid and Councillors submit any issues they would like to be submitted for consideration for the business session of the conference.<br><br><b>Moved: Cllr Lane</b><br><b>Seconded: Cllr Cooper</b>                                                                                                                       | General Manager | Appropriate Action being taken as required. | General Manager |  |
| 25 June 2013 | 6/2013/13 | That<br>1. Council endorse the Walgett Submission in response to the Independent Local Government Review Panel's discussion papers and supporting documentation.<br>2. Reserve the right to make further submissions to the Panel in respect of any further information/discussion papers released subsequently by the Panel.<br>3. Make a formal approach to Bourke and Brewarrina Shires to establish a joint Section 355 Committee, comprised of | General Manager | Appropriate Action being taken as required. | General Manager |  |

# WALGETT SHIRE COUNCIL AGENDA

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|              |                                | three elected representatives of each Council, to investigate and implement a higher level of strategic and functional resource sharing by the three Councils.<br><br>Moved:       Clr Woodcock<br>Seconded:    Clr Keir                                                                                                                                                       |                                         |                                                                                                                                                                                                                                                                             |                                         |   |
| 25 June 2013 | 6/2013/18                      | 1. That the Council agree in principle to assuming responsibility for the Come By Chance hall and that a further report is presented in relation to the lease conditions and the establishment of a SEC 355 committee for the ongoing administration of the hall.<br><br><b>Moved:        Clr Woodcock</b><br><b>Seconded:    Clr Greenaway</b>                                | Corporate Services                      | 15/07/2013 Current Trustees progressing updating of Certificate of Title. Documentation being progressed.<br>07.08.13 Matter being progressed. Lease template purchased.<br>16.09.2013 Awaiting updating of title to current trustees. Documentation still to be completed. | Director Corporate Services             | . |
| 25 June 2013 | 6/2013/19                      | That Council agree to be a partner in the Collarenebri aboriginal cemetery toilet block project and that \$5,000 be restricted from budget ledger 11.03561.1479 and \$5,000 be restricted from budget ledger 11.03561.1480 and carried forward to the 2013 / 2014 to fund councils contribution to the project.<br><br>Moved:        Clr Woodcock<br>Seconded:    Clr Martinez | Corporate Services                      | 15/07/2013 Project to be progressed in 13/14 together with Gosford City Council and other project partners.<br>07.08.13 Matter to be progressed.<br>16.09.2013 Awaiting firming up of scope & timelines from Gosford City Council.                                          | Director Corporate Services             |   |
| 25 June 2013 | 6/2013/20                      | That Council endorse the change to the Implementation Plan and the proposed location of the outdoor gym equipment in Walgett, Lightning Ridge and Collarenebri.<br><br>Moved:        Clr Cooper<br>Seconded:    Clr Keir                                                                                                                                                       | Corporate Services                      | 15/07/2013 Project plan progressing with installation estimated for Nov / Dec this year.<br>07.08.13 Advice to community provided via Council Column.<br>16.09.2013 Project progressing with installation set for November 2013.                                            | Director Corporate Services             |   |
| 25 June 2013 | Questions for the next Meeting | The building on the reserve behind Pandora Street in Lightning Ridge is currently being used as a shooting gallery, can Western Lands be contacted to confirm ownership of the land and action be taken to rectify the issue.                                                                                                                                                  | Director Planning & Regulatory Services | 01.08.13 Notice of Intention to Issue an Order sent. Proposes that building be demolished.                                                                                                                                                                                  | Director Planning & Regulatory Services |   |
| 25 June 2013 | Questions for the next Meeting | The Carinda Precinct Committee has advised there is a safety problem in the Children's Playground Equipment in the Park, Can this be investigated?                                                                                                                                                                                                                             | Director Urban Infrastructure Services  | 10/07/2013 Inspection has been undertaken and the report will be included in MFBM in July.<br>07.08.13 The playground equipment is for ages 7 +. A sign is being prepared to be installed                                                                                   | Director Urban Infrastructure Services  |   |
| 25 June 2013 | Questions for the next Meeting | What is the progress of R & M Pearsons letter regarding access to the Walgett Weir.                                                                                                                                                                                                                                                                                            | Director Engineering Services           | 10/07/2013 Investigated and has been responded to by phone and letter.                                                                                                                                                                                                      | Director Engineering Services           |   |
| 25 June 2013 | Questions for the next Meeting | Can the North West Weight of Loads be contacted to remove the Colless Transport email address from the email mailout?                                                                                                                                                                                                                                                          | General Manager                         | The North West Weight of loads Moree Representative has been contacted in early July to have the Dick Colless email address removed.                                                                                                                                        | General Manager                         |   |

# **WALGETT SHIRE COUNCIL AGENDA**

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| 25 June 2013 | Questions for the next Meeting | The vacant land on the corner of Peel and Warrena Streets, Walgett has a fence which has fallen down and is a danger to the public, can this be investigated.                                                                                                                                                                                                                                                                                                                                                                                                                               | Director Engineering Services           | 10/07/2013 Planning section is in process to contact land owner. 07.08.13 Council has issued letter to the landowner Re: demolish and remove fencing. | Director Engineering Services           | . |
| 25 June 2013 | 6/2013/32                      | <p>That the action taken by Council's representatives in securing an agreement with the Walgett and District Sporting Club Ltd.'s Administrators for the immediate and ongoing community access to the Club's sporting facilities be endorsed and a watching brief be maintained over efforts to have the Club resume trading as soon as possible</p> <p>Further that the Mayor and General Manager be authorised to hold further negotiations with the Administrators should such a course of action become necessary.</p> <p>Moved:       Clr Greenaway<br/>Seconded:     Clr Walford</p> | General Manager                         | Appropriate action being taken as required.                                                                                                           | General Manager                         |   |
| 25 June 2013 | 6/2013/34                      | <p>1. That Council note the report and endorse the action of the General Manager in regard to acceptance of the settlement scheme proposed to creditors.</p> <p>Moved:       Clr Woodcock<br/>Seconded:     Clr Keir</p>                                                                                                                                                                                                                                                                                                                                                                    | General Manager                         | Appropriate action being taken as required.                                                                                                           | General Manager                         |   |
| 25 June 2013 | 6/2013/36                      | <p>That Walgett Shire Council resolve to:</p> <p>1)               Connect a Master Meter at the edge of town on all private line to confirm consumption, with a backflow prevention unit, with a letter of advice to all individuals with legal connections.</p> <p>2)               Seek legal advice on the situation.</p> <p>3)               A further report be brought back to Council once legal opinion is sought.</p> <p>Moved:       Clr Greenaway<br/>Seconded:     Clr Lane</p>                                                                                                 | Director Planning & Regulatory Services | 10/07/2013 In progress.                                                                                                                               | Director Planning & Regulatory Services |   |
| 25 June 2013 | 6/2013/39                      | <p>That this item be deferred to next Council Meeting, 2013 due to a lack of quorum and extend existing contracts until 31st July</p> <p>Moved:       Clr Greenaway<br/>Seconded:     Clr Lane</p>                                                                                                                                                                                                                                                                                                                                                                                          | Director Engineering Services           | The existing contract of the casual plant hire has been extended up to 31 <sup>st</sup> July.07.08.13 Re-extended to 31 August 2013.                  | Director Engineering Services           |   |

## Resolution Actions for 23<sup>rd</sup> July 2013

|              |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                             |                                                                                                                                                    |                             |  |
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| 23 July 2013 | 7/2013/7  | <p>1. That a licence for a period of three (3) years be granted to the Lightning Ridge Arts and Craft Council Incorporated for use of part Lot 8 DP1123745 (previously gazetted as Lot 166 DP820444) for use as an Arts and Craft Centre.</p> <p>2. That the rent fee be \$434.00 per annum plus \$43.40 GST (\$477.40 in total).</p> <p>3. That the Mayor and General Manager be authorised to sign the licence.</p> <p>4. That Lightning Ridge Arts &amp; Crafts Centre be requested to provide an audited set of Financial Statements.</p> | Director Corporate Services | 07.08.13 Letter written advising of Council resolution.<br>16.09.2013 No response to letter yet. Matter being followed up by Senior Admin Officer. | Director Corporate Services |  |
| 23 July 2013 | 7/2013/13 | <p>That the draft policy for noise and hearing loss be adopted.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Lane</p>                                                                                                                                                                                                                                                                                                                                                                                                                         | General Manager             | Work Health & Safety Committee / Staff to be advised.                                                                                              | General Manager             |  |
| 23 July 2013 | 7/2013/16 | <p>1. That the General Manager's Report be received and noted and Council endorse the action being taken and approve contributions amounting to \$4426.82 per annum in 2012, 2013 and 2014 being paid towards the cost of promoting the "YES" case.</p> <p>2. Once the legality is confirmed, the General Manager arrange for representation at the polling booths during the coming Federal Election.</p>                                                                                                                                    | General Manager             | <p>1) Community Forums being planned.</p> <p>2) Media Release in Draft</p> <p>3) Planning for Attendance Pooling Booths in train.</p>              | General Manager             |  |
| 23 July 2013 | 7/2013/17 | <p>That Council note the outcomes of the LGNSW presentation session at Cobar as well as the planned meeting with our neighbouring Councils.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Greenaway</p>                                                                                                                                                                                                                                                                                                                                            | General Manager             | Meeting with Bourke and Brewarrina Shires planned for 5 August, 2013.                                                                              | General Manager             |  |
| 23 July 2013 | 7/2013/19 | <p>That the report be received and action taken to partner with the NSW Department of Office and Communities to present the Sport &amp; Recreation Forum be endorsed.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Martinez</p>                                                                                                                                                                                                                                                                                                               | Director Corporate Service  | 07.08.13 Preparations for conduct of the forum in hand.<br>16.09.2013 Preparations progressing for forum on 30/31 October 2013.                    | Director Corporate Service  |  |
| 23 July 2013 | 7/2013/23 | <p>That the request from Carinda Public School that fees for their use of the reserve be donated from Council's Sec 356 donations expenditure vote.</p>                                                                                                                                                                                                                                                                                                                                                                                       | Director Corporate Service  | 07.08.13 Letter written and cheque requested.<br>16.09.2013 Letter of thanks received from Carinda Public School.                                  | Director Corporate Service  |  |
| 23 July 2013 | 7/2013/25 | <p>1. That the draft Internal Policy and Procedures be adopted in principle and placed on public exhibition for 28 days.</p>                                                                                                                                                                                                                                                                                                                                                                                                                  | Director Corporate Service  | 07.08.13 Policy and procedures placed on public exhibition.<br>16.09.13 Matter to go back to October Council Meeting following public exhibition.  | Director Corporate Service  |  |

# WALGETT SHIRE COUNCIL AGENDA

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| 23 July 2013 | 7/2013/27                      | 1. That Council receive and endorse acceptance of the \$25,000 grant offered by the NSW Government Office of Communities - Sport and Recreation Grant Funding.<br>2. That Council reallocate funding to complete the original project scope be relocated from Recreation and Culture Capital Maintenance ledger 11.03056.4081 in the sum of \$25,000.<br>3. A check be made to see whether such structures are covered by insurance and at what cost. | Director Corporate Services                     | 07.08.13 Offer accepted on-line. Referred to FM for action.<br>16.09.13 Grant to be acquitted when project completed.                     | Director Corporate Services                     |  |
| 23 July 2013 | 7/2013/31                      | 1. That Council accept and recommend the road train bypass.                                                                                                                                                                                                                                                                                                                                                                                           | Director Engineering Services                   | 08.07.13 Has been submitted to RMS for approval.                                                                                          | Director Engineering Services                   |  |
| 23 July 2013 | 7/2013/35                      | 1. That Council resolve to move additional FAG funding of \$484,236 to restricted assets, in the form of a Contingent Reserve Fund for future allocation as required.                                                                                                                                                                                                                                                                                 | Director Corporate Services                     | 07.08.13 Referred to FM for action.<br>16.09.13 Process required to be effected as at 30 June 2013.                                       | Director Corporate Services                     |  |
| 23 July 2013 | 7/2013/36                      | 1. That Council receive and note the request for the acquisition.<br>2. That Council accepts the acquisition proposal, and authorise the General Manager to explore acquisition arrangements and negotiate further as required.                                                                                                                                                                                                                       | Director Engineering Services & General Manager | 07.08.13 Further investigation in progress.                                                                                               | Director Engineering Services & General Manager |  |
| 23 July 2013 | Questions for the next meeting | Can the Tender of the Harris Bridge on the Brew on Road be included in the Tender for the Baroka Overflow Bridge B67 and Big Baroka B66 Bridges on the Brew on Road?<br>Clr Cooper                                                                                                                                                                                                                                                                    | Director Engineering Services                   | 07.08.13 Only B66 and B66 have been included on 2013/14 program.<br><br>Is in process for tendering and tender will be out on 19/09/2013. | Director Engineering Services                   |  |
| 23 July 2013 | Questions for the next meeting | Has the level of assistance that Council will provide to the Sporting Club been determined?<br>Clr Cooper                                                                                                                                                                                                                                                                                                                                             | General Manager                                 | Awaiting formal application from new Sporting Club Committee.                                                                             | General Manager                                 |  |
| 23 July 2013 | Questions for the next meeting | Can Council investigate acquiring the Lightning Ridge Bowling Club Greens and use on the Lightning Ridge Netball Courts?<br>Clr Martinez                                                                                                                                                                                                                                                                                                              | Director Urban Infrastructure Services          | 07.08.13 Staff has advised to talk with the manager of Bowling Club regarding bowling green.                                              | Director Urban Infrastructure Services          |  |
| 23 July 2013 | Questions for the next meeting | Can a letter be written to Telstra from Walgett Shire Council with regards complaint regarding the state of communication service to customers from the Berkley Downs Tower East of Walgett?<br>Clr Keir                                                                                                                                                                                                                                              | General Manager                                 | Letter being drafted.                                                                                                                     | General Manager                                 |  |



# WALGETT SHIRE COUNCIL AGENDA

## Resolution Actions for Ordinary Meeting 27<sup>th</sup> August 2013

|                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                 |                                                                               |                 |  |
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| 27 August 2013 | 8/2013/11 | <p>1. That Council give notice of its intention to adopt the Draft Policy for the Payment of Expenses and Provision of Facilities to Councillors, in accordance with Section 253 of the Local Government Act.</p> <p>2. Consider updating the various expenditure limits.</p> <p>3. And that the Draft Payment of Expenses and Provision of Facilities for Councillors Policy then be placed on public exhibition and public submissions invited.</p> <p>Moved: Cllr Lane<br/>Seconded: Cllr Martinez</p>                                                                                                                                                                                                                                                                                                                    | General Manager | 16.09.13 Policy is now on public exhibition.                                  | General Manager |  |
| 27 August 2013 | 8/2013/12 | <p>1. Refuse Cubbaroo Campdraft Club's request to install an additional amenities block on Lot 7001 DP 1032424</p> <p>2. Investigate the various alternative options including a mobile ablutions trailer and provide a report to Council including plans and costings.</p> <p>3. General Manager is to investigate if sewerage funds can be utilised for this project.</p> <p>Moved: Cllr Martinez<br/>Seconded: Cllr Cooper</p>                                                                                                                                                                                                                                                                                                                                                                                            | General Manager | 16.09.13 Investigation yet to be completed.                                   | General Manager |  |
| 27 August 2013 | 8/2013/13 | <p>1. Formally adopt the draft "Barwon Darling Co-ordination Group" agreement; and</p> <p>2. Establish a joint committee as outlined in the agreement under section 355 of the Local Government Act 1993</p> <p>3. Authorise the Mayor and General Manager to take appropriate action in conjunction with the Shire of Bourke and Brewarrina to implement the terms of the agreement</p> <p>4. Advise the Independent Local Government Review Panel, Minister for Local Government, Local Member for Barwon Hon. Kevin Humphries, relevant unions and state and federal departments of the action being taken in terms of the agreement.</p> <p>5. Advise the local community and Council staff by way of public forums and newsletters of the adoption of the agreement and establishment of the Section 355 Committee.</p> | General Manager | 16.09.13 Arrangements in place. Time table for implementation being prepared. | General Manager |  |

# WALGETT SHIRE COUNCIL AGENDA

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|                |           | Moved: Clr Keir<br>Seconded: Clr Greenaway                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                             |                                                                       |                             |  |
| 27 August 2013 | 8/2013/16 | 1. Seek support/facilitation from DAA to prepare draft MOUs between Council and the Local Aboriginal Land Councils from Collarenebri, Lightning Ridge and Walgett; and<br>2. Forward letters to each LALC detailing local issues/projects that could be taken into consideration when each LALC is preparing its Community Land and Business Plan.<br><br>Moved: Clr Walford<br>Seconded: Clr Keir                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | General Manager             | 16.09.13 MOU being drafted.                                           | General Manager             |  |
| 27 August 2013 |           | That the following applicants be granted financial assistance under Section 356 of the Local Government Act 1993 for the first round of 2013/2014;<br>Collarenebri Jockey Club Cover mandatory ambulance fees for annual race meeting \$500.00<br>Lightning Ridge Community Radio Picnic in the Park to celebrate 17th Birthday and promote talent in Shire \$500.00<br>Lightning Ridge IBC Maintain and improve the IBC Gem Gardens by installing new watering system and assistance with insurance fees \$500.00<br>Lightning Ridge Neighbourhood Centre Provides office space, electricity, paper and printing through the NILS program – No Interest Loan Scheme \$500.00<br>Walgett Men's Shed Inc To purchase furniture and fittings. Provides a location where men can meet, socialise and utilize the tools and work benches to make or repair articles. \$1,000.00<br>Lightning Ridge Junior Rugby League Club Purchase kitchen equipment for canteen (pie warmer, bay Marie etc) \$500.00<br>Carinda Race Club Cover costs associated with providing portable units on the day of the race event \$2,800.00<br><br>Moved: Clr Lane<br>Seconded: Clr Walford | Director Corporate Services | 16.09.13 Letters forwarded to successful and unsuccessful applicants. | Director Corporate Services |  |
| 27 August 2013 | 8/2013/21 | That the applications from eligible non-profit organisations as per the attached list except for 35/37 Wilson Street Collarenebri be approved and the rebates on annual service charges as detailed therein be granted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Director Corporate Services | 16.09.13 Donations processed in accordance with Council resolution.   | Director Corporate Services |  |

# WALGETT SHIRE COUNCIL AGENDA

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|                |           | Moved: Clr Greenaway<br>Seconded: Clr Lane                                                                                                                                                                                                                                                                                                                                                                                   |                             |                                                               |                             |  |
| 27 August 2013 | 8/2013/22 | 1. That Council approve the rates and charges written off totalling \$104,738.32 as detailed on the attached schedule in relation to the sale of land for unpaid rates on 13th April 2013.<br>2. That Council approve the write off of non-recoverable sales cost totalling \$3,229.81 as detailed on the attached schedule.<br><br>Moved: Clr Cooper<br>Seconded: Clr Lane                                                  | Director Corporate Services | 16.09.13 Referred to FM for actioning.                        | Director Corporate Services |  |
| 27 August 2013 | 8/2013/23 | That Council approve the write off of stock with a total value of \$21,276.53 to the stores ledger and control account and the adjustments to the Stores Ledger as per the schedule of stock items attached<br><br>Moved: Clr Lane<br>Seconded: Clr Taylor                                                                                                                                                                   | Director Corporate Services | 16.09.13 Referred to FM for actioning.                        | Director Corporate Services |  |
| 27 August 2013 | 8/2013/24 | That the Council confirm the Policies and associated Procedures as at 8 September 2012 on the attached schedule as current policies of the Council and, that a review of these Policies and Procedures be undertaken on a priority basis.<br><br>Moved: Clr Keir<br>Seconded: Clr Lane                                                                                                                                       | Director Corporate Services | 16.09.13 Review of policies and procedures not yet commenced. | Director Corporate Services |  |
| 27 August 2013 | 8/2013/25 | 1. That the annual donation equivalent to 25% of Water and Sewer charges and 50% of Waste charges be made to the Collarenebri CWA in recognition of the provision of a library service to the residents of Collarenebri and District and that it be applied directly to the rate assessment.<br>2. That the Collarenebri CWA be thanked for continuing to provide this service.<br><br>Moved: Clr Lane<br>Seconded: Clr Keir | Director Corporate Services | 16.09.13 Donations processed and letter sent.                 | Director Corporate Services |  |

# WALGETT SHIRE COUNCIL AGENDA

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| 27 August 2013 | 8/2013/26 | <p>1. The Draft Annual Financial Reports for 2012/2013 be referred to Council's Auditor.</p> <p>2. The Mayor, another Councillor, the General Manager and Finance Manager be authorised to sign the necessary Financial Statements.</p> <p>3. On receipt of the Audited Report, a copy be forwarded to the Department of Local Government and the Australian Bureau of Statistics.</p> <p>4. Council delegate to the General Manager the authority to set the date at which the Auditor's report and the Financial Statements be presented to the public.</p> <p>5. Subject to any material amendments, public notice be given of the meeting date for formal presentation of the audited Annual Financial Reports for 2012/2013 at the October Council meeting</p> <p>Moved: Cllr Lane<br/>Seconded: Cllr Cooper</p> | Director Corporate Services             | 16.09.13 Finalisation of Annual Financial Reports progressing. | Director Corporate Services             |  |
| 27 August 2013 | 8/2013/30 | <p>1. Council publicly exhibit the draft Swimming Pool Inspection Program for a period of thirty days.</p> <p>Moved: Cllr Lane<br/>Seconded: Cllr Martinez</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Director Planning & Regulatory Services |                                                                | Director Planning & Regulatory Services |  |
| 27 August 2013 | 8/2013/31 | <p>1. That Council resolve to note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority during June and July 2013</p> <p>Moved: Cllr Martinez<br/>Seconded: Cllr Cooper</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Director Planning & Regulatory Services |                                                                | Director Planning & Regulatory Services |  |
| 27 August 2013 | 8/2013/32 | <p>That Walgett Shire Council resolve to:</p> <p>1. Approve Development Application DA2013/016 by David Lane for a Primitive campground, café &amp; 2 neighbourhood shops on Lot 6824 DP 46195.</p> <p>2. Approval of the Development Application is subject to the inclusion of conditions as per the assessment report.</p> <p>Moved: Cllr Keir<br/>Seconded: Cllr Walford</p>                                                                                                                                                                                                                                                                                                                                                                                                                                      | Director Planning & Regulatory Services |                                                                | Director Planning & Regulatory Services |  |

# WALGETT SHIRE COUNCIL AGENDA

|                |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         |                                                                           |                                         |  |
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| 27 August 2013 | 8/2013/33 | <p>1. Approve Development Application 2013/004 by Graham Wilson for a truck depot on Lots 21, 22 &amp; 23 DP 15645 at Burren Junctions with the following conditions;</p> <p>a) Operating hours of 6:00am to 9:00pm during off peak season times;</p> <p>b) Operating hours of 6:00am to midnight during peak season times;</p> <p>c) That the operator provides a plan for the mitigation of environmental disturbances including noise, light and dust that is satisfactory to the General Manager;</p> <p>d) A speed limit of 10km/h is to be applied in the access lanes between the site and the Kamilaroi Highway;</p> <p>e) Council's generic standard conditions.</p> <p>Moved: Cllr Lane<br/>Seconded: Cllr Greenaway</p> | Director Planning & Regulatory Services |                                                                           | Director Planning & Regulatory Services |  |
| 27 August 2013 | 8/2013/35 | <p>1. That Council accept and recommend the improvement of Morilla Street between Brilliant and Opal Street project.</p> <p>Moved: Cllr Martinez<br/>Seconded: Cllr Lane</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Director Engineering Services           | Design work in progress and design will be submitted to RMS on 6/12/2013. | Director Engineering Services           |  |
| 27 August 2013 | 8/2013/38 | <p>That the Mayor, General Manager and Director of Engineering Services attend the National Local Roads and Transport Congress in Alice Springs between 12-14 November 2013 and that expenses be paid.</p> <p>Moved : Cllr Cooper<br/>Seconded: Cllr Taylor</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Director Engineering Services           |                                                                           | Director Engineering Services           |  |
| 27 August 2013 | 8/2013/40 | <p>1. That Council resolve to sell the properties as listed in appendix 1 of this report in accordance by public auction in accordance with the Sec 713 of the Local Government Act 1993</p> <p>2. That the only payment arrangement acceptable to the Council be payment in full.</p> <p>3. It is noted that the anticipated sale date is Saturday 14 December 2013.</p> <p>Moved: Cllr Greenaway</p>                                                                                                                                                                                                                                                                                                                             | Director Corporate Services             | 16.09.13 Preparations for sale proceeding.                                | Director Corporate Services             |  |

# WALGETT SHIRE COUNCIL AGENDA

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|                |           | Seconded: Clr Taylor                                                                                                                                                                                                                                                                                                                                                                                                  |                                         |                                                                                                             |                                         |  |
| 27 August 2013 | 8/2013/42 | <p>1. That Council receive and note the Collarenebri Water Treatment Plant Upgrade Progress Report.</p> <p>2. That Council resolve to adopt a Selective Tendering Process after calling for Expressions of Interest from interested suppliers.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Keir</p>                                                                                                                 | Director Urban Infrastructure           |                                                                                                             | Director Urban Infrastructure           |  |
| 27 August 2013 | 8/2013/44 | <p>1. That Council call fresh tenders for RFT13/005 – Construction of Box Culvert in Old Burren Creek – Merrywinebone Road (RR329).</p> <p>2. That tenderers who have previously submitted a tender are advised why fresh tenders are being called.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Lane</p>                                                                                                            | Director Engineering Services           | Fresh tender has been called and will close on 26/09/2013.                                                  | Director Engineering Services           |  |
| 27 August 2013 | 8/2013/45 | <p>1. That Council accept the offer of \$50,000.00 for Lot 160 DP 882747 in Council's Industrial Subdivision and that any necessary documentation be executed under the Common Seal of Council.</p> <p>Moved: Clr Greenaway<br/>Seconded: Clr Keir</p>                                                                                                                                                                | Director Planning & Regulatory Services |                                                                                                             | Director Planning & Regulatory Services |  |
| 27 August 2013 | 8/2013/47 | <p>1. That Council endorse the changes made to position descriptions and proposed to the Organisational Structure and those changes now be negotiated through the relevant award processes prior to implementation.</p> <p>Moved: Clr Lane<br/>Seconded: Clr Cooper</p>                                                                                                                                               | General Manager                         | 16.09.13 Negotiations now being drafted                                                                     | General Manager                         |  |
| 27 August 2013 | 8/2013/48 | <p>1. That the tender submitted by Riley Aquatic Management P/L for the management of the Walgett and Collarenebri swimming pools be rejected.</p> <p>2. That the Mayor and General Manager be authorised to enter into negotiations with Riley Aquatic Management on the basis of extending the current contract arrangements for the 2013/2014 season or; Alternatively a revised price for a three year period</p> | Director Corporate Services             | 16.09.13 Management Agreement with RAM confirmed by Council at Extra-Ordinary Meeting on 12 September 2013. | Director Corporate Services             |  |

# WALGETT SHIRE COUNCIL AGENDA

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|                |                                | commencing 2013/2014 on the basis of a revised scope for variable inclusions within the contract; and that the outcome of the negotiations be reported back to Council.<br><br>Moved: Cllr Lane<br>Seconded: Cllr Walford                                                                                                                                                                                                                                  |                                         |                                                         |                                         |  |
| 27 August 2013 | 8/2013/49                      | 1. Note the seven quotes provided for the preparation of a Walgett Shire Rural Residential Strategy.<br>2. Engage GHD to prepare the Walgett Shire Rural Residential Strategy for \$22,000.<br>3. Write to the respective unsuccessful firms notifying them of Council's resolution and thank them for submitting a quote.<br>4. If GHD declines the tender Edge Management are to be engaged instead.<br><br>Moved: Cllr Greenaway<br>Seconded: Cllr Keir | Director Planning & Regulatory Services |                                                         | Director Planning & Regulatory Services |  |
| 27 August 2013 | 8/2013/51                      | 1. That Council adopt the tender recommendation to reject all tenders for the Management & Operation of the Walgett & Lightning Ridge Waste Management Facilities.<br>2. That Council authorise the General Manager to negotiate with the lowest tenderer D&G Lane Earthmoving.<br>3. That Council consider endorsing a proposal to change the Landfill operating hours for both Waste Management Facilities.<br>Moved:<br>Seconded:                       | Director Urban Infrastructure           |                                                         | Director Urban Infrastructure           |  |
| 27 August 2013 | 8/2013/52                      | 1. That Council endorse the NSW Public Works tender recommendation for Walgett Water and Sewerage Upgrade program.<br>2. That Council accept the revised tender price offer submitted by Milbank Constructions Pty Ltd of \$2,355,876.33 inclusive of GST.<br><br>Moved: Cllr Lane<br>Seconded: Cllr Taylor                                                                                                                                                | Director Urban Infrastructure           |                                                         | Director Urban Infrastructure           |  |
| 27 August 2013 | Questions for the next meeting | The Collarenebri School has built a roof over the two tennis courts in High Street. Water from the roof is being let run over the block. Shouldn't this water be drained into the street gutter instead?<br>Cllr Greenaway                                                                                                                                                                                                                                 | Director Planning & Regulatory Services | Director Planning & Regulatory Services to investigate. | Director Planning & Regulatory Services |  |

# WALGETT SHIRE COUNCIL AGENDA

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| 27 August 2013 | Questions for the next meeting | Do the Council have any control over the opening in the fence in Wilson Street, Collarenebri? The fence has not been replaced since fire burnt down the nearby building.<br>Clr Greenaway | Director Planning & Regulatory Services | Director Planning & Regulatory Services to investigate.                                                                                                                                                                                                                     | Director Planning & Regulatory Services |  |
| 27 August 2013 | Questions for the next meeting | The alleyway near the IGA in Walgett is full of rubbish. Can this be investigated?<br>Clr Cooper                                                                                          | Director Planning & Regulatory Services | Director Planning & Regulatory Services to investigate.                                                                                                                                                                                                                     | Director Planning & Regulatory Services |  |
| 27 August 2013 | Questions for the next meeting | Have Council acknowledged letter received from the Walgett Historical Society regarding repairs to old Council Chambers and other matters?<br>Clr Keir                                    | General Manager                         | 18.09.13 Response letter is being drafted.                                                                                                                                                                                                                                  | General Manager                         |  |
| 27 August 2013 | Questions for the next meeting | Will Council have the shade shelter erected at the Walgett pool prior to the swimming season?<br>Clr Keir                                                                                 | General Manager                         | 27.08.2013 General Manager advised that the smaller shade has been repaired and a larger shade has been purchased. Council is currently investigating whether existing shelter poles need to be replaced or not.                                                            | General Manager                         |  |
| 27 August 2013 | Questions for the next meeting | The line marking and pot holes on Morilla Street need attention.<br>Clr Martinez                                                                                                          | Director Engineering Services           | Director Engineering Services to investigate.<br><br>Inspection has been completed and Scheduling is in progress.                                                                                                                                                           | Director Engineering Services           |  |
| 27 August 2013 | Questions for the next meeting | How is the Beautification Program going?<br>Clr Martinez                                                                                                                                  | General Manager                         | 27.08.2013 The General Manager advised that planning for this program is underway. Plan is to do Collarenebri main street first, then Walgett and lastly Lightning Ridge. Council will need to inform communities of the project. The new concrete gang should do the work. | General Manager                         |  |
| 27 August 2013 | Questions for the next meeting | Can funds be accessed from the sewerage and water fund to be utilised for toilet block in the Len Cram Park, Lightning Ridge playground?<br>Clr Martinez                                  | General Manager                         | 27.08.2013 General Manager advised that the works program has been set for this financial year. This will be flagged as an item to be included in next year's budget.                                                                                                       | General Manager                         |  |
| 27 August 2013 | Questions for the next meeting | Have the Lightning Ridge Library opening hours decreased?<br>Clr Lane                                                                                                                     | Director Corporate Services             | 16.09.13 Library Hours at Lightning Ridge have remained unchanged for past 4 years.                                                                                                                                                                                         | Director Corporate Services             |  |



# WALGETT SHIRE COUNCIL AGENDA

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| 27 August 2013 | Questions for the next meeting | Glen Peterson, a graduate town planner recently enquired about undertaking work experience with Council and was told that we do not provide work experience. Can this be investigated?<br>Clr Lane                                   | General Manager                        | 16.09.13 General Manager advises that this approach was made quite some time ago. Whilst we endeavour to provide work opportunities whenever possible, there is a limit to the amount of time our professional staff can take away from their regular duties to provide such supervision. | General Manager |  |
| 27 August 2013 | Questions for the next meeting | Why wasn't a burst pipe near the IGA fixed until the next day?<br>Clr Walford                                                                                                                                                        | General Manager                        | 16.09.13 General Manager advises that the work was undertaken as soon as parts were available and to minimise disruption to local consumers.                                                                                                                                              | General Manager |  |
| 27 August 2013 | Questions for the next meeting | Is the Lightning Ridge tip going to be extended out another 10 metres?<br>Clr Taylor                                                                                                                                                 | Director Urban Infrastructure Services | 16.09.2013 General Manager advises he is unaware of any proposal to extend the Lightning Ridge Waste Management Facility, however, planning is underway to prepare a site management plan.                                                                                                | General Manager |  |
| 27 August 2013 | Questions for the next meeting | What is happening with water connections to camps?<br>Clr Taylor                                                                                                                                                                     | General Manager                        | General Manager advises that this matter was discussed in detail at the July 2013 Council Meeting.                                                                                                                                                                                        | General Manager |  |
| 27 August 2013 | Questions for the next meeting | Can the rough areas and gravel issues in the road extension near the bore baths be investigated?<br>Clr Taylor                                                                                                                       | General Manager                        | 16.09.13 General Manager has referred this matter to Engineering for attention.                                                                                                                                                                                                           | General Manager |  |
| 27 August 2013 | Questions for the next meeting | When can the tree planting program commence? Can a letter be written to the Health Department enquiring if there are issues with watering trees outside their office (at the Multi-Purpose Centre in Lightning Ridge)?<br>Clr Taylor | General Manager                        | 16.09.13 General Manager has requested details of proposed tree plantings at Lightning Ridge and will contact the Health Department with request for tree watering.                                                                                                                       | General Manager |  |
| 27 August 2013 | Questions for the next meeting | Stewarts have advised that the Lightning Ridge Race Club needs improvements, a race meeting may not take place this year if improvements are not made.<br>Clr Taylor                                                                 | General Manager                        | 27.08.2013 General Manager advised that the race track issue has recently been investigated by Council and costing for improvements is being undertaken.                                                                                                                                  | General Manager |  |
| 27 August 2013 | Questions for the next meeting | What is happening with the Lightning Ridge tourism committee?<br>Clr Taylor                                                                                                                                                          | General Manager                        | 27.08.2013 General Manager advised that Council is currently revising shire tourism strategies. General Manager to liaise with Lightning Ridge tourism committee once drafted.                                                                                                            | General Manager |  |

## WALGETT SHIRE COUNCIL AGENDA

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| 27 August 2013 | Questions for the next meeting | Both Bins at Belmore Park are full and need to be emptied.<br>Clr Taylor                                                                                                                                      | General Manager | 16.09.13 General Manager advised staff have been requested to empty bins.                                                                                                                        | General Manager |  |
| 27 August 2013 | Questions for the next meeting | Can the three outdoor cold water showers at the Lightning Ridge bore baths be connected to hot water from the bore head? Also water is slow to drain from the bathroom and showers are unclean.<br>Clr Taylor | General Manager | 16.09.13 General Manager has requested a costing for upgrade of outdoor showers as there could be a problem with bore water temperatures. Drainage is being investigated as a maintenance issue. | General Manager |  |

### Resolution Actions for Extra - Ordinary Meeting 12<sup>th</sup> September 2013

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|                   |          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                 |                                                |                 |  |
|-------------------|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------------------------------|-----------------|--|
| 12 September 2013 | 9/2013/3 | <p>1. That Council endorse the recommendation made by NSW Public Works for Design and Construction of 1.5ML/day Water Treatment Plant in Walgett with reduced scope of works and a revised tender price.</p> <p>2. That Council accept and adopt the change of project scope for design and construction of 1.5 ML/day Water Treatment Plant in Walgett.</p> <p>3. That Council accept the revised tender price offer submitted by Water Treatment Australia Pty Ltd for the amount \$3,627,859.40 inclusive GST.</p> <p>4. That Council note that there is a forward exposure to a shortfall of \$158,611 in respect of contingency funding and that PWD, as project managers, be required to have prior approval from Council's project superintendent for any proposed contract variation which exceeds \$2,000.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Keir</p> | General Manager | 16.09.13 Contracts being finalised and signed. | General Manager |  |
| 12 September 2013 | 9/2013/4 | <p>1. That Council's representatives on the new Section 355 Barwon Darling Co-ordination Group Committee be Councillors Murray and Lane together with the General Manager.</p> <p>Moved: Clr Woodcock<br/>Seconded: Clr Cooper</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | General Manager | 16.09.13 All Councils advised.                 | General Manager |  |

# WALGETT SHIRE COUNCIL AGENDA

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|-------------------|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------|-----------------------------|--|
| 12 September 2013 | 9/2013/5 | 1. That Council increase the budget provision for the Cumborah hall to \$135,000 and that the project be undertaken as soon as possible.<br>Moved: Clr Taylor<br>Seconded: Clr Cooper                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | General Manager             | 16.09.13 DA being finalised and submitted for approval.                                               | General Manager             |  |
| 12 September 2013 | 9/2013/6 | 1. The Council enter into a management contract with Riley Aquatic Management P/L for the management and operation of the Walgett and Collarenebri swimming pools at an annual fee of \$140,686 for Walgett and \$122,380 for Collarenebri for a three year period commencing 1 October 2013 with a further two twelve month options should council request this.<br>2. The Council note the re-apportionment of variable costs to Council as detailed in the report.<br>3. The rental for the pool residence be set at \$90 per week at Walgett and \$50 per week at Collarenebri.<br>4. The Council set the following admission fees for the Walgett and Collarenebri swimming pools and that they be placed on public exhibition for a period of 28 days;<br>Walgett<br>Adults                    \$2.50<br>Children   \$2.50<br>Season Ticket<br>Family                    \$300.00<br>Single                    \$150.00<br>Collarenebri<br>Adults                    \$2.50<br>Children   \$2.50<br>Season Ticket<br>Family                    \$190.00<br>Single                    \$85.00<br><br>Moved: Clr Woodcock<br>Seconded: Clr Keir | Director Corporate Services | 16.09.13 Management Contract being finalised with pre-season meeting scheduled for 25 September 2013. | Director Corporate Services |  |
| 12 September 2013 | 9/2013/7 | 1. That Council enters into 6 hours per day , 7 days per week operating hours for both the Walgett and Lightning Ridge Waste Management Facilities.<br>2. That Council place skip bins outside the Walgett Waste Management Facility for use when the facility is closed.<br>Moved: Clr Taylor<br>Seconded: Clr Cooper                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | General Manager             |                                                                                                       | General Manager             |  |

**LOCAL GOVERNMENT WEEKLY RECEIVED FROM THE LOCAL GOVERNMENT NSW – SEPTEMBER 2013**

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 10/615

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**Summary:**

Copies of weekly circulars numbers 34-37 received from Local Government NSW since the July 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 34

Item 5 – Referendum Campaign Update

Item 10 – Apply Now for Local Fish Habitat Funding

Item 18 – Changes to Planning Policy Affecting Mining Proposals

Issue 35

Item 8 – Multicultural Advantage Grants Program – Funding Available

Item 10 – Noxious Weeds (Weed Control) Order 2013

Item 17 – National Heavy Vehicle Regulator – Revised Commencement Date

Issue 36

Item 5 – Constitutional Recognition of Local Government Fact Sheet

Item 6 – LGNSW 2013-2014 Remuneration Survey

Issue 37

Item 13 – Request to Premier for Urgent Changes to Planning Bill

Item 14 – NSW Livestock Loading Scheme Extended

**Current Position:**

Senior Management Staff and Councillors need to peruse these circulars and raise any matters of interest with the General Manager prior to the Meeting. Staff also have the task of following up and lodging application for grant funding where funding for Council projects may be available.

**Relevant Reference Documents/Policies:**

Nil

## WALGETT SHIRE COUNCIL AGENDA

### **Governance issues:**

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

### **Environmental issues:**

Nil

### **Stakeholders:**

Councillors  
Walgett Shire Council staff

### **Financial Implications:**

Nil

### **Legal Issues:**

Nil

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

Not Applicable

### **Conclusion:**

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

### **Circulars Received from the Local Government NSW**

#### **Recommendation:**

That the information contained in the weekly circulars numbers 34-37 from the Local Government NSW be received and noted.

#### **Moved:**

#### **Seconded:**

### **Attachments:**

Nil.

***CIRCULARS RECEIVED FROM THE LOCAL GOVERNMENT  
DEPARTMENT OF PREMIER AND CABINET – SEPTEMBER 2013***

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 10/616

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**Summary:**

Copies of circulars received 13-38 to 13-40 from the Local Government Division Department of Premier and Cabinet are attached for Councillors information.

**Background:**

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

- 13-38 – End of Year Reporting 2012/13
- 13-39 – Dangerous Dog Management
- 13-40 – Model Code of Conduct Complaints Statistics Report

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

**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

## WALGETT SHIRE COUNCIL AGENDA

### **Financial Implications:**

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

### **Legal Issues:**

Nil

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

Nil

### **Conclusion:**

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

### **Circulars Received from the Division of Local Government – September 2013**

#### **Recommendation:**

That the information contained in the following Departmental circulars 13-38 to 13-40 from the Local Government Division Department of Premier and Cabinet be received and noted.

#### **Moved:**

#### **Seconded:**

### **Attachments:**

Circulars 13-38 to 13-40



Premier & Cabinet  
Division of Local Government

## Circular to Councils

Circular No. 13-38  
Date 22 August 2013  
Doc ID. A333325

Contact Performance and Compliance Team  
4428 4100

### END OF YEAR REPORTING 2012/13

#### Purpose

This Circular provides advice to assist councils in preparing and submitting their 2012/13 financial statements and other reporting obligations.

#### Issue

##### Financial Reports for 2012/13

The attached Annexure 1 provides advice about preparing 2012/13 financial reports.

Councils are requested to email their audited financial statements (General Purpose Financial Reports, Special Purpose Financial Reports and Special Schedules), plus a copy of the Auditor's reports on the financial statements.

The Statements should be sent to the Division of Local Government by **7 November 2013**.

Please email a combined PDF formatted version of the statements (including the Auditor's report) to the Division at:

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

The report should be titled using the following format:

"Council name" – Financial Statements – 2012/13

There is no further need to send a separate copy to the Australian Bureau of Statistics (ABS). Where required, the ABS will access the statements via council websites.

#### GST Certificates

Councils should forward GST certificates to [finance@dlg.nsw.gov.au](mailto:finance@dlg.nsw.gov.au) in accordance with Circular to Councils 11-23.

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

Division of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
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## Annexure 1

### **Code of Accounting Practice and Financial Reporting – Update No 21**

Code Update No 21 (in Acrobat® format) is available for download from the Division's website. The word version of Code 21 can be obtained from the Division by phoning (02) 4428 4142.

Two versions of the Code have been developed. One is a set of blank statements with cross-references to the standards and commentary (the official "Code") and the second contains worked examples specific to Local Government (the "Guidelines").

They are all located on the Division's website under "General Publications/Accounting Practice". The Code is combined into one document containing all the financial reports and Appendices. The Appendices include the Investment Order, Borrowing Order, the Public Notice in regard to the presentation of the financial reports, definitions and a list of current standards. It is highly recommended that Finance Managers/Responsible Accounting Officers and their staff read the Code to ensure compliance with the Australian Accounting Standards and the Division's requirements.

### **Statement by Councillors and Management**

Section 415(1) of the *Local Government Act 1993* (the Act), states an Auditor must audit the council's financial reports as soon as practicable. Section 413(2)(c) of the Act states the financial reports must include a statement in the approved form by the council as to its opinion on the general purpose financial report. The understanding of this is that the Statement by Councillors and Management should be signed prior to submission to the Auditor for audit. The Statement should also be signed by a resolution of full council, rather than a committee of council.

### **Note 1**

Councils should ensure Note 1 is tailored to be relevant to their council, rather than simply adopting the assumed council as reported in Code 21.

### **Fair Value**

Councils are reminded of the need to have adequate documentation for the Auditor to be satisfied with the opinion and fair value of its investments and other assets. Councils should contact their Auditor prior to the audit date to establish the required documentation. This is the responsibility of councils.

### **Indicative Rates for the Purpose of Discounting Cash Flows (Employee Benefits)**

AASB 119 (Employee Benefits), states that employee benefit liabilities that are expected to be settled more than 12 months after the reporting date must be measured using market yields of National Government Bonds. To assist councils in this process, indicative rates of National Government Bonds (Treasury Bonds) are provided on the Reserve Bank website ([www.rba.gov.au](http://www.rba.gov.au)) by searching "indicative rates".

**Financial Data Return and Information to be used in the Comparative Publication**

The 2012/13 Financial Data Return (FDR) will be emailed separately to councils, to the attention of Finance Managers, alerting them to the issue of the electronic data return. If you have not received the electronic return, please check with your IT section prior to contacting the Division.

Councils are reminded that care should be exercised when completing the FDR to ensure that it does not contain any errors and that it contains data from the final audited reports. **FDRs with errors will be returned to council for correction.** A completion checklist has been included in the return for councils to ensure completeness and accuracy.

In previous years the majority of councils have submitted the return at the same time as the financial statements. This is appreciated and the Division asks that councils continue to do this.

**The FDR contains data that will be used in the annual Comparative Information Report.** This report is currently being updated to provide information about councils in a more useful and user-friendly way. Many of the performance indicators to be included in the report will be populated directly from the FDR. As a result, it is essential that councils ensure the data is consistent with the audited financial statements.

The Division's 2012/13 financial data return has again incorporated the ABS's electronic return. The ABS appreciates the information provided by councils.

The FDR is to be emailed to the Division at [fin@dlq.nsw.gov.au](mailto:fin@dlq.nsw.gov.au) by no later than **7 November 2013**. Please note that the above email address is for FDR only and all other enquires and statements go to the address listed in the circular.

**Index Rates for Water and Sewer**

The NSW Office of Water releases index rates for water and sewer assets. Councils should use the most current index rates for these assets.



Premier & Cabinet  
Division of Local Government

## Circular to Councils

Circular No. 13-39  
Date 26 August 2013  
Doc ID. A343853

Contact Innovation Team  
(02) 4428 4100

### DANGEROUS DOG MANAGEMENT

#### Purpose

- To advise councils of proposed measures to respond to the Companion Animals Taskforce report with regard to dangerous and threatening dogs; and
- To remind councils of existing legislative and other tools available to reduce the likelihood of serious dog attacks.

#### Issue

The NSW Government has announced its intention to introduce new legislation in the Spring session of Parliament to help manage the threat of dangerous dog attacks in the NSW community. It has announced that the proposed legislation will include the following measures:

- A new 'menacing dog' control category, allowing councils to require owners to muzzle their dog in public, be on a leash, under the control of someone 18 years of age or older, and ensure that it is desexed.
- Stronger penalties, including maximum jail terms for owners whose dogs have been involved in an attack, increasing to a maximum five years for owners whose dogs have attacked after the owner has failed to comply with a menacing, dangerous, or restricted dog control requirement by council.
- Enabling councils to immediately seize an unmicrochipped dog for which notice of intention has been issued to declare the dog as menacing, dangerous or restricted.

Effective use of the existing dangerous dog controls is also important in reducing the likelihood of serious dog attacks. Each council should ensure that:

- it is familiar with the dangerous dog provisions in the *Companion Animals Act 1998*;
- information about dangerous and restricted dogs is kept up to date on the Companion Animals Register;
- outstanding registrations and notices of intention to declare a dog dangerous are followed up; and
- it investigates concerned resident reports of uncontrolled or potentially dangerous dogs in the community and take all necessary action.

Division of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au) W [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au) ABN 99 567 863 195

## WALGETT SHIRE COUNCIL AGENDA

2

### **Action**

Councils are asked to ensure effective management of dangerous dogs, using the existing legislative provisions and information available on the Companion Animals Register.

Councils are also encouraged to promote the 'Pet Town' website, which promotes responsible pet ownership. Further information about the Education Program can be found at: [www.pets.nsw.gov.au](http://www.pets.nsw.gov.au).



**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. 13-40  
Date 4 September 2013  
Doc ID. A317539

Contact Council Governance  
4428 4100

### MODEL CODE OF CONDUCT COMPLAINTS STATISTICS REPORT

#### Purpose

To remind councils of their reporting obligations under the new Model Code Procedures

#### Issue

Under the new Model Code Procedures, each council's complaints coordinator must, within three months of the end of September each year, report on a range of complaints statistics to their council and to the Division of Local Government. The statistics that are to be reported are set out in clause 12.1 of the Model Code Procedures.

The reporting of complaints statistics:

- is an important accountability mechanism that provides local communities with a valuable insight into the performance of their councils
- provides the Division with the means to evaluate councils' implementation of the new Model Code framework and whether the new framework has achieved its policy objectives.

The Division intends to publish this data.

To assist councils meet their reporting obligations, the Division has emailed a Model Code of Conduct Complaints Statistics Report collection form to all general managers.

#### Action

General Managers are requested to ensure that complaints coordinators complete and return the collection form to the Division by 31 December 2013 (in addition to reporting the required statistics to the council).

A handwritten signature in blue 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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## **MONTHLY CALENDAR– SEPTEMBER 2013**

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 10/22

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### **Summary:**

Monthly calendar of Council activities.

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

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

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

### **Current Position:**

The calendar for the months of August 2013 to October 2013 is attached. Councillors are requested to raise any queries prior to the meeting.

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

Nil

### **Governance issues:**

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

### **Environmental issues:**

Not applicable

### **Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

Nil

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

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

|                                                                                                                                                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Monthly Calendar – September to November 2013</b>                                                                                                                                         |
| <p><b>Recommendation:</b></p> <p>That Council receive and note the regular monthly calendar for the period September 2013 to November 2013.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment:**

Calendar for September 2013 to November 2013.

# WALGETT SHIRE COUNCIL AGENDA

September 2013

| Date of Meeting      | Time           | What                                                         | Who                                 |
|----------------------|----------------|--------------------------------------------------------------|-------------------------------------|
| Sun 1 Sept           |                |                                                              |                                     |
| Mon 2 Sept           |                |                                                              |                                     |
| Tues 3 Sept          |                |                                                              |                                     |
| Wed 4 Sept           |                |                                                              |                                     |
| Thurs 5 Sept         |                |                                                              |                                     |
| Fri 6 Sept           |                |                                                              |                                     |
| Sat 7 Sept           |                |                                                              |                                     |
| Sun 8 Sept           |                |                                                              |                                     |
| Mon 9 Sept           |                |                                                              |                                     |
| Tues 10 Sept         |                |                                                              |                                     |
| Wed 11 Sept          |                |                                                              |                                     |
| <b>Thurs 12 Sept</b> | <b>10:00am</b> | <b>Outback Arts Meeting – Walgett Shire Council Chambers</b> | <b>Clr Keir</b>                     |
| Fri 13 Sept          |                |                                                              |                                     |
| Sat 14 Sept          |                |                                                              |                                     |
| Sun 15 Sept          |                |                                                              |                                     |
| Mon 16 Sept          |                |                                                              |                                     |
| Tues 17 Sept         |                |                                                              |                                     |
| <b>Wed 18 Sept</b>   | <b>6:30pm</b>  | <b>Lightning Ridge Tourism Association Meeting</b>           | <b>Clr Taylor</b>                   |
| Thurs 19 Sept        |                |                                                              |                                     |
| <b>Fri 20 Sept</b>   | <b>11:00am</b> | <b>New Walgett AMS facility opening</b>                      | <b>GM, Mayor &amp; Cllrs</b>        |
| Sat 21 Sept          |                |                                                              |                                     |
| Sun 22 Sept          |                |                                                              |                                     |
| Mon 23 Sept          |                |                                                              |                                     |
| <b>Tues 24 Sept</b>  | <b>10:00am</b> | <b>Council Meeting – Rowena (Mayoral Election)</b>           | <b>All Councilors and Directors</b> |
| Wed 25 Sept          |                |                                                              |                                     |
| Thurs 26 Sept        |                |                                                              |                                     |
| <b>Fri 27 Sept</b>   | <b>10:00am</b> | <b>OROC GMAC – Dubbo</b>                                     | <b>General Manager</b>              |
| Sat 28 Sept          |                |                                                              |                                     |
| Sun 29 Sept          |                |                                                              |                                     |
| Mon 30 Sept          |                |                                                              |                                     |



# WALGETT SHIRE COUNCIL AGENDA

**October 2013**

| Date of Meeting     | Time                      | What                                                                                             | Who                                                                          |
|---------------------|---------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| <b>Tues 1 Oct</b>   |                           | <b>Local Government NSW Annual Conference<br/>Western Division Councils Lunch Seminar</b>        | <b>Mayor &amp; General Manager</b>                                           |
| Wed 2 Oct           |                           | <b>Local Government NSW Annual Conference</b>                                                    | <b>Mayor &amp; General Manager</b>                                           |
| Thurs 3 Oct         |                           | <b>Local Government NSW Annual Conference</b>                                                    | <b>Mayor &amp; General Manager</b>                                           |
| Fri 4 Oct           |                           |                                                                                                  |                                                                              |
| Sat 5 Oct           |                           |                                                                                                  |                                                                              |
| Sun 6 Oct           |                           |                                                                                                  |                                                                              |
| Mon 7 Oct           |                           |                                                                                                  |                                                                              |
| Tues 8 Oct          |                           |                                                                                                  |                                                                              |
| Wed 9 Oct           |                           |                                                                                                  |                                                                              |
| Thurs 10 Oct        |                           |                                                                                                  |                                                                              |
| Fri 11 Oct          |                           |                                                                                                  |                                                                              |
| Sat 12 Oct          |                           |                                                                                                  |                                                                              |
| Sun 13 Oct          |                           |                                                                                                  |                                                                              |
| Mon 14 Oct          |                           |                                                                                                  |                                                                              |
| Tues 15 Oct         |                           |                                                                                                  |                                                                              |
| <b>Wed 16 Oct</b>   | <b>10:00am<br/>6:30pm</b> | <b>CMCC Meeting – Gilgandra<br/>Lightning Ridge Tourism Association - Annual General Meeting</b> | <b>Clr Woodcock &amp; Clr Greenaway<br/>General Manager<br/>Clr Taylor</b>   |
| <b>Thurs 17 Oct</b> | <b>10:00am</b>            | <b>Traffic Committee</b>                                                                         | <b>Director Engineering Services,<br/>Clrs Keir, Martinez &amp; Woodcock</b> |
| <b>Fri 18 Oct</b>   | <b>10:00am</b>            | <b>OROC Meeting – Wellington</b>                                                                 | <b>All Councillors &amp; Directors</b>                                       |
| Sat 19 Oct          |                           |                                                                                                  |                                                                              |
| Sun 20 Oct          |                           |                                                                                                  |                                                                              |
| Mon 21 Oct          |                           |                                                                                                  |                                                                              |
| <b>Tues 22 Oct</b>  | <b>10:00am</b>            | <b>Council Meeting - Walgett</b>                                                                 | <b>All Councillors and Directors</b>                                         |
| Wed 23 Oct          |                           |                                                                                                  |                                                                              |
| Thurs 24 Oct        |                           |                                                                                                  |                                                                              |
| Fri 25 Oct          |                           |                                                                                                  |                                                                              |
| Sat 26 Oct          |                           |                                                                                                  |                                                                              |
| Sun 27 Oct          |                           |                                                                                                  |                                                                              |
| Mon 28 Oct          |                           |                                                                                                  |                                                                              |
| Tues 29 Oct         |                           |                                                                                                  |                                                                              |
| Wed 30 Oct          |                           |                                                                                                  |                                                                              |

# WALGETT SHIRE COUNCIL AGENDA

**November 2013**

| Date of Meeting    | Time           | What                                                 | Who                                  |
|--------------------|----------------|------------------------------------------------------|--------------------------------------|
| Fri 1 Nov          |                |                                                      |                                      |
| Sat 2 Nov          |                |                                                      |                                      |
| Sun 3 Nov          |                |                                                      |                                      |
| Mon 4 Nov          |                |                                                      |                                      |
| Tues 5 Nov         |                |                                                      |                                      |
| <b>Wed 6 Nov</b>   | <b>11:00am</b> | <b>Official Opening – Walgett Library Extensions</b> | <b>All Councillors and Directors</b> |
| <b>Thurs 7 Nov</b> | <b>1:00pm</b>  | <b>REMC – Orange</b>                                 | <b>General Manager</b>               |
| Fri 8 Nov          |                |                                                      |                                      |
| Sat 9 Nov          |                |                                                      |                                      |
| Sun 10 Nov         |                |                                                      |                                      |
| Mon 11 Nov         |                |                                                      |                                      |
| Tues 12 Nov        |                |                                                      |                                      |
| Wed 13 Nov         |                |                                                      |                                      |
| Thurs 14 Nov       |                |                                                      |                                      |
| Fri 15 Nov         |                |                                                      |                                      |
| Sat 16 Nov         |                |                                                      |                                      |
| Sun 17 Nov         |                |                                                      |                                      |
| Mon 18 Nov         |                |                                                      |                                      |
| Tues 19 Nov        |                |                                                      |                                      |
| Wed 20 Nov         |                |                                                      |                                      |
| Thurs 21 Nov       |                |                                                      |                                      |
| Fri 22 Nov         |                |                                                      |                                      |
| Sat 23 Nov         |                |                                                      |                                      |
| Sun 24 Nov         |                |                                                      |                                      |
| Mon 25 Nov         |                |                                                      |                                      |
| <b>Tues 26 Nov</b> | <b>10:00am</b> | <b>Council Meeting – Burren Junction</b>             | <b>All Councillors and Directors</b> |
| Weds 27 Nov        |                |                                                      |                                      |
| Thurs 28 Nov       |                |                                                      |                                      |
| Fri 29 Nov         |                |                                                      |                                      |
| Sat 30 Nov         |                |                                                      |                                      |

## ***FEES FOR MAYOR AND COUNCILLORS 2013/14***

**REPORTING SECTION:** Executive - Governance

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 11/304

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### **Summary:**

Pursuant to Section 241 of the Local Government Act 1993, the Local Government Remuneration Tribunal determines the categories for Councils and the maximum and minimum fees to be paid during the forthcoming Financial Year to Mayors and Councillors within each category. The Tribunal released its determinations for the 2012/13 Financial Year on the 8<sup>th</sup> April 2013.

### **Current Position:**

At the September 2011 Ordinary Meeting of Council it was resolved that as a matter of Policy Councillor Fees in future be set at the maximum level set by the Local Government Remuneration Tribunal. Walgett is classified as a “Rural” Council. As such, there is no need to determine this matter annually.

However, the fee for the Deputy Mayor has been allocated from the Mayoral fee in the past and it is recommended that 25% of the Mayor’s fee be allocated to the Councillor occupying the position of Deputy Mayor.

### **Relevant Reference Documents:**

Local Government Act 1993

2013/14 Report and Determinations of the Local Government Remuneration Tribunal

### **Governance issues:**

It is considered important that Councillor’s fees should properly reflect the effort put into this very important and at times onerous public office.

The consideration of fees is used at some Councils as an opportunity to grandstand and to not keep pace with inflation. By adopting the maximum fees set by an Independent Tribunal Council, can ensure reasonable payment for services rendered. Fees should be reflective of Councillors lost income from their usual occupation or the need to pay someone to replace them whilst they are absent from their usual employment/role on Council business.

### **Environmental issues:**

Nil

## WALGETT SHIRE COUNCIL AGENDA

### **Stakeholders:**

Councillors and citizens

### **Financial Implications:**

Provision for the fees has been made in the Draft Budget 2012/2013.

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

Make no payment to the Deputy Mayor.

### **Conclusion:**

That Council determine its position with payment of the Deputy Mayor.

### **Fees for Mayor and Councillors 2013/2014**

#### **Recommendation:**

That:

1. 25% of the Mayoral fee be allocated to the Councillor who occupies the position of Deputy Mayor

**Moved:**

**Seconded:**

### **Attachments:**

Determination pursuant to section 241 of Fees for Councillors and Mayors

## WALGETT SHIRE COUNCIL AGENDA

Determinations of the Local Government Remuneration Tribunal effective on and from 1 July 2013

### Determination 2 - Pursuant to Section 241 of Fees for Councillors and Mayors

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to councillors, mayors, members and chairpersons of county councils effective on and from 1 July 2013 are determined as follows:

| Category               | Councillor/Member<br>Annual Fee |          | Mayor/Chairperson<br>Additional Fee* |           |
|------------------------|---------------------------------|----------|--------------------------------------|-----------|
|                        | Minimum                         | Maximum  | Minimum                              | Maximum   |
| Principal City         | \$23,830                        | \$34,950 | \$145,810                            | \$191,860 |
| Major City             | \$15,880                        | \$26,220 | \$33,760                             | \$76,390  |
| Metropolitan Major     | \$15,880                        | \$26,220 | \$33,760                             | \$76,390  |
| Metropolitan Centre    | \$11,910                        | \$22,240 | \$25,320                             | \$59,100  |
| Metropolitan           | \$7,930                         | \$17,490 | \$16,890                             | \$38,160  |
| Regional Rural         | \$7,930                         | \$17,490 | \$16,890                             | \$38,160  |
| Rural                  | \$7,930                         | \$10,480 | \$8,430                              | \$22,870  |
| County Council – Water | \$1,580                         | \$8,740  | \$3,380                              | \$14,350  |
| County Council - Other | \$1,580                         | \$5,230  | \$3,380                              | \$9,540   |

\*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

#### Local Government Remuneration Tribunal

(signed)

Helen Wright

Dated: 8 April 2013

## ***CLOSEDOWN OF ADMINISTRATION OVER FESTIVE SEASON***

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 09/1455

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### **Summary:**

It is considered efficient for the majority of Council's operations to close down for the work days between Christmas and New Year's Day. It also suits the needs of the majority of staff to plan holidays during the Festive Season.

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

This year Christmas Day falls on a Wednesday 25<sup>th</sup> December 2013, Boxing Day on Thursday 26<sup>th</sup> December, 2013 and New Years Day on Wednesday 1<sup>st</sup> January, 2014. It is proposed that Council operations close down for the three intervening days of Friday 27<sup>th</sup> to Tuesday 31<sup>st</sup> inclusive.

For the three days of the closedown staff are required to take leave and/or to utilise accumulated flexi-time.

During the closedown essential service staff remain on duty in the garbage and water/sewer service areas and emergency service staff are rostered to be on call in other areas of Council operations.

In addition to the standard shutdown, a shutdown for three weeks will be put in place for all Outdoor Staff not rostered for work from Friday 20 December 2013 until Monday 13 January 2014.

### **Relevant Reference Documents:**

Nil

### **Stakeholders:**

Council staff and residents

### **Financial Implications:**

Staff will be required to take either Annual Leave or accumulative Flex Time during this three day period, the three day shutdown will be revenue neutral. Staff rostered to work during the period attracts payment of normal rates of pay.

**Closedown of Administration over Festive Season**

**Recommendation:**

1. Council operations close for the three days Friday 27<sup>th</sup> to Tuesday 31<sup>st</sup> inclusive and the General Manager make satisfactory arrangements for the maintenance of essential services and provision of emergency call out services.
2. The closedown be effectively notified to residents along with details of essential service and emergency call out arrangements.
3. Note the Outdoor Staff shutdown period from Friday 20 December, 2013 to Monday 13 January 2014.

**Moved:**

**Seconded:**

**Attachments:**

Schedule of 2013-2014 Public Holidays from NSW Government Industrial Relations Website

## WALGETT SHIRE COUNCIL AGENDA

### Schedule of 2013 – 2014 Public Holidays

| Holiday          | 2013                  | 2014                 |
|------------------|-----------------------|----------------------|
| New Year's Day   | Tuesday 1 January     | Wednesday 1 January  |
| *Australia Day   | Monday 28 January     | Monday 27 January    |
| Good Friday      | Friday 29 March       | Friday 18 April      |
| Easter Saturday  | Saturday 30 March     | Saturday 19 April    |
| Easter Sunday    | Sunday 31 March       | Sunday 20 April      |
| Easter Monday    | Monday 1 April        | Monday 21 April      |
| Anzac Day        | Thursday 25 April     | Friday 25 April      |
| Queen's Birthday | Monday 10 June        | Monday 9 June        |
| Labour Day       | Monday, 7 October     | Monday 6 October     |
| Christmas Day    | Wednesday 25 December | Thursday 25 December |
| Boxing Day       | Thursday 26 December  | Friday 26 December   |

*\* From 31/12/11 when Australia Day (26 January) falls on a Saturday or Sunday, there will be no public holiday on that day as the following Monday will be declared a public holiday.*

Councils will be notified of any further additions to public holidays through the Local Government Weekly. This page will also be updated.

Councils are advised that employees required to work on public holidays are entitled to be paid according to Clause 19A - Holidays of the Local Government (State) Award 2010 (PDF, 575KB).

More detailed information on public holidays for individual council areas and the table above can be found online at the Office of Industrial Relations.



## **ORDINARY COUNCIL MEETINGS – TIME, DATES AND VENUES FOR 2013**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 10/657

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### **Summary:**

Council's Code of Meeting practice Clause 5 (2) requires "that Council shall, by Resolution set the Time, Date and place of Ordinary Meetings of the Council" It is desirable that Council determine its meeting schedule for the whole of 2014, to facilitate forward planning.

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

Council has previously determined that Ordinary Meetings of Council should generally be held on the fourth Tuesday of each month and that "in any calendar year one Ordinary Meeting of Council be held in each of Lightning Ridge, Collarenebri, Rowena, Burren Junction and Carinda".

Council also resolved at its 22 March 2011 Ordinary Meeting the following:

| <b>3/2011/3 Monthly Council meeting for January</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Resolution:</b></p> <p>That Council resolve to hold a normal monthly meeting in January every year.</p> <p><b>Moved:</b> Cllr Greenaway<br/><b>Seconded:</b> Cllr Martinez</p> <p><b>Amendment:</b></p> <p>That Council resolve to hold its normal monthly December meeting on the last available Tuesday before Christmas and bring its February Meeting to the second Tuesday of February.</p> <p><b>Moved:</b> Cllr Colless<br/><b>Seconded:</b> Cllr Keir</p> <p><b>ON BEING PUT THE AMENDMENT BECAME THE MOTION</b></p> <p><b>ON BEING PUT THE MOTION WAS CARRIED</b></p> |

## WALGETT SHIRE COUNCIL AGENDA

The following schedule provides for Meetings in 2014 to be held on the fourth Tuesday of the month other than in February when it is proposed to be held on the second Tuesday (12<sup>th</sup> February) and December, the third Tuesday (17<sup>th</sup> December). The locations are in the same sequence as for 2013. No meeting is scheduled for January. It is proposed that meetings continue to commence at 10.00am as has been the practice in the past.

25<sup>th</sup> February – Walgett

25<sup>th</sup> March – Lightning Ridge

22<sup>nd</sup> April – Collarenebri

27<sup>th</sup> May – Walgett

24<sup>th</sup> June – Walgett

22<sup>nd</sup> July – Rowena

26<sup>th</sup> August – Walgett

23<sup>rd</sup> September – Carinda

28<sup>th</sup> October – Walgett

25<sup>th</sup> November – Burren Junction

16<sup>th</sup> December - Walgett

### **Relevant Reference Documents:**

Council's Code of Meeting Practice (Revision 21 December 2010)

### **Stakeholders:**

Councillors and staff

### **Financial Implications:**

Nil

**Ordinary Council meetings – Dates and Venues for 2014**

**Recommendation:**

1. That the schedule of Ordinary Council Meetings for 2014 be outlined as follows:

25th February – Walgett  
25th March – Lightning Ridge  
22nd April – Collarenebri  
27th May – Walgett  
24th June – Walgett  
22nd July – Rowena  
26th August – Walgett  
23rd September – Carinda  
28th October – Walgett  
25th November – Burren Junction  
16th December - Walgett

**Moved:**

**Seconded:**

**Attachments:**

Nil

## ***DELEGATES AND REPRESENTATIVES TO, AND MEMBERS OF, EXTERNAL BODIES***

**REPORTING SECTION:** Executive - Governance  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 09/1454

---

### **Summary:**

The term of appointment of Council representatives and delegates is one year, terminating in September, unless indicated otherwise.

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

Attached is a schedule identifying Councillors and staff who were currently involved in external bodies on behalf of Council.

It should be noted that Councillors Woodcock and Greenaway were elected to the Castlereagh Macquarie County Council for a term of four years and appointments to the County Council are expected to be for the duration of Council.

It should be further noted that:

- 1) Walgett District Tourism Association no longer exists, but some local tourism organisation in Walgett is needed.
- 2) The Walgett Community College Board constitution now only makes provision for a Councillor member.
- 3) The Joint Regional Planning Panel and Internal Audit and Risk Management Committee have been added to the previous listings.
- 4) Whilst the “Camps on Claims Working Group” has not met for a number of years, in view of the pending decisions with regards the Wilcox report, Council should continue to nominate delegates.

It is suggested that the practice of nominating an alternative council delegate also to cover those occasions when the nominated delegate may be unavailable which was introduced in 2010/2011 be continued.

There have also been instances in the past when Council delegates have been unaware that meetings are being held and appropriate action continue to be taken to overcome this problem in the future.

Separate Community Working Parties operate in respect of Walgett, Lightning Ridge, and Collarenebri.

**Relevant Reference Documents:**

Nil

**Stakeholders:**

Councillors and members of MANEX

**Financial Implications:**

Nil

|                                                                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Delegates and Representatives to, and members of External bodies</b>                                                                                                                                                                             |
| <p><b>Recommendation:</b></p> <p>1. That members, representatives and delegates be as outlined in the attached schedule with the following amendments:</p> <p><i>(To be determined at meeting)</i></p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachments:**

Schedule of representatives and delegates for 2012/13

# WALGETT SHIRE COUNCIL AGENDA

## Schedule of Representatives and Delegates for 2012/13

| COMMITTEE                                                                        | OFFICER                                           | COUNCILLOR.                                     |
|----------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------------------|
| Australian Airports Association                                                  | Director Urban Infrastructure Services            | Not Required                                    |
| Bushfire Management Committee                                                    | Director Engineering Services                     | Clr Keir                                        |
| Camps on Claims Working Group ( <i>Status to be determined</i> )                 | Director Planning and Regulatory Services         | Clr Lane                                        |
| Castlereagh Macquarie County Council                                             |                                                   | Clr Woodcock and Clr Greenaway                  |
| Collarenebri Community Working party                                             | General Manager                                   | Clr Smith                                       |
| Community Safety Precinct Committee                                              | General Manager                                   | Mayor and Deputy Mayor                          |
| Lightning Ridge & Surrounding Opal Fields Management Crown Reserve 1024168 Trust | Director Planning and Regulatory Services         | Clr Lane<br>Alternative Clr Murray              |
| Floodplain Management Authorities Group                                          | Director Urban Infrastructure Services            | Clr Woodcock and Clr Keir                       |
| Inland Tourism Organisation                                                      | Tourism Development Officer & General Manager     | Clr Martinez<br>Alternative Clr Lane            |
| Kamilaroi Highway Group                                                          | Tourism Development Officer & General Manager     | Not Required                                    |
| Lightning Ridge Advisory Board                                                   |                                                   | Delegate Clr Lane<br>Alternate Clr Murray       |
| Lightning Ridge Tourism Board                                                    | General Manager                                   | Clr Woodcock                                    |
| Lightning Ridge Community Working Party                                          | General Manager                                   | Clr Walford                                     |
| Local Emergency Management Committee                                             | General Manager as LEMO                           | Mayor                                           |
| Local Government Group of the Namoi Catchment Management Authority               | Director Urban Infrastructure Services            | Clr Greenaway                                   |
| Local Traffic Committee                                                          | Director Engineering Services and General Manager | Clr Martinez<br>Alternative Clr Keir            |
| Mungindi Menindee Advisory Council                                               |                                                   | Clr Greenaway and Clr Murray                    |
| Namoi Peel Catchment Customer Service Committee                                  | Director Urban Infrastructure Services            | Clr Greenaway                                   |
| Netwaste                                                                         | Director Urban Infrastructure Services            | Not Required                                    |
| North West Slopes & Plains Cooperative Library Service                           | Director Corporate Services                       | Clr Smith and Clr Keir                          |
| Regional Development Australia - Orana                                           | General Manager                                   | Clr Lane                                        |
| Orana Regional Organisations of Council – GMAC                                   | General Manager                                   | Not Required                                    |
| Orana Regional Organisations of Council (OROC)                                   | General Manager                                   | Mayor and Deputy Mayor                          |
| Outback Arts Incorporated                                                        | Director Corporate Services                       | Clr Keir, Clr Woodcock and<br>Clr Greenaway     |
| Plant Committee                                                                  | Director Engineering Services and General Manager | Clr Lane                                        |
| Regional Procurement Initiative                                                  | Director Engineering Services                     | Not Required                                    |
| Rural Bush Fire Management Group                                                 | Director Engineering Services                     | Clr Keir                                        |
| Saleyards Advisory Committee                                                     | Director Urban Infrastructure Services            | Clr Murray                                      |
| Shire's Association of NSW C Division                                            | General Manager                                   | Mayor and Deputy Mayor                          |
| Western Division of the Shire's Association                                      | General Manager                                   | Mayor and Deputy Mayor                          |
| Walgett Community Working Party                                                  | Manager Community Services and General Manager    | Mayor                                           |
| Walgett Community College Board                                                  |                                                   | Clr Murray                                      |
| Walgett Shire Interagency Group                                                  | General Manager                                   | Clr Keir                                        |
| Weight of Loads Committee                                                        | Director Engineering Services                     | Clr Smith and Clr Martinez                      |
| Coonabarabran – Mungindi Road Upgrade Project steering Committee                 | Director Engineering Services and General Manager | Mayor                                           |
| Water Utilities Group                                                            | Director Urban Infrastructure Services            | Not required                                    |
| "C" Division of the Shires Association                                           | General Manager                                   | General Manager, Mayor and Deputy Mayor         |
| Internal Audit and Risk Management                                               | General Manager                                   | Clr Woodcock                                    |
| Joint Regional Planning Panel                                                    | Not Required                                      | Clr Lane Clr Woodcock<br>Alternative Clr Murray |
| Namoi House                                                                      | General Manager                                   | Clr Greenaway                                   |
| Walgett HACC                                                                     | General Manager                                   | Clr Keir                                        |

## ***MATTERS FOR BRIEF MENTION OR INFORMATION ONLY REPORT***

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:** 09/1455

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### **Summary:**

To advise Council of the following matters/issues which are for brief mention or information only;

#### **1. Barwon Darling Coordination Group**

As part of the process of setting up the Barwon Darling Coordination Group process, the General managers of Bourke, Brewarrina and Walgett met with the Murdi Paaki Regional Consultative Group at Cobar on Tuesday, 17 September, 2013 as the first step in establishing the indigenous representation on the new Section 355 Committee.

We received a very fair hearing and it was explained to us that the concept we have put forward is not unlike the agreement Mudi Paaki have been trying to have governments of all levels sign off on for a number of years.

Obviously there is a way to go yet to before a firm agreement is reached but the early indications are extremely promising.

#### **2. Walgett Weir Access**

This issue was raised at the July, 2013 meeting as a result of which Council lodged an objection to a number of road closures of unmade roads which lead off the end of Montkeila Street. Discussions have now been held with a number of key stakeholders including the Department of Lands and the adjacent landholders.

At present, a response is being awaited from the Department of Lands putting forward a series of proposals to overcome various issues raised as a result of the proposed road closures. In addition to this, some consideration is being given to establishing a formal road access to the roo works from SH 29 West across the adjacent TSR.

#### **3. Performance Reviews**

A draft of a performance agreement concept for senior staff is currently being developed and will be circulated prior to the meeting. The concept sets up a series of key outcomes and performance indicators that it is proposed will cascade down throughout the organisation. It is suggested that the matter may be discussed with Councillors during the confidential session.

**4. NSW Grain Harvest Management Scheme – 2013/2014**

A supplementary report is being prepared with regards the NSW Grain Harvest Management Scheme – 2013/2014, and its possible introduction into Walgett Shire. In order for the scheme to operate in Walgett Shire, Council will need to give its written consent.

| <b>Matters for Brief Mention or Information Only – General Manager</b>                                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Resolved:</b></p> <p>That the General Manager's Report on matters for brief mention or information only be received and noted:</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil



## ***CASH ON HAND & INVESTMENT REPORT***

**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 31 August 2013.

### **Background:**

Walgett Shire Council operates one primary working account with the Commonwealth Bank and invests surplus funds to suit its operational requirements. The level of funds held in the account at any time reflects the need of meeting operational requirements (cash flow) in the short to mid-term.

Annual rate payments and the Financial Assistance Grant (FAG) resulted in the Bank Account balance being more than immediate requirements. Term Deposit transfers are in progress.

### **Current Position:**

As at 31 August 2013 the operational bank account's balance was \$3,620,487.26. The reconciliation of this balance is:

## WALGETT SHIRE COUNCIL AGENDA

### Operational Account Bank Reconciliation As at 31 August 2013

|                                                               |                         |
|---------------------------------------------------------------|-------------------------|
|                                                               | \$                      |
| <b>Opening Ledger Account Balance as at 1 August 2013</b>     | <b>2,202,232.06</b>     |
| Add: Receipts                                                 | 9,029,059.48            |
| Add: Recalled Investments                                     |                         |
| Less: New Investments                                         |                         |
| Less: Payments                                                | (7,756,751.43)          |
| <b>Closing Ledger Balance as at 31 August 2013</b>            | <b>3,474,540.11</b>     |
| <br><b>Balance as per Bank Statement as at 31 August 2013</b> | <br><b>3,620,487.26</b> |
| Add: Receipts not banked                                      | 125,698.59              |
| Less: Payments not presented                                  | (271,645.74)            |
| <b>Closing Balance of Bank Account</b>                        | <b>3,474,540.11</b>     |

3 Term Deposits were recalled to the value of \$750,000.

One recalled Term Deposit was not received until new month to the value of \$250,000.

4 new Term Deposits were made to the value of \$2,750,000.

1 transfer was made from the 24hour online account to the value of \$500,000.

No transfers were made to the 24hour online account.

As at 31 August 2013 Walgett Shire Council's investment register's balance was \$14,750,000.00. The balance as per the attached investment report comprised:

|                                                    |                 |
|----------------------------------------------------|-----------------|
| Term Deposits                                      | \$14,750,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 0.00         |

The values for the Floating Rate Collateralized Debt Obligation (CDO) are market values at 31 July 2013 and were supplied by the ANZ Group. The CDO's are at a N/A value. Legal proceedings against Lehman Brothers are in progress to reclaim a portion of the value invested.

|                                |               |
|--------------------------------|---------------|
| 24 Hour Online Account Balance | \$ 954,921.23 |
|--------------------------------|---------------|

#### Relevant Reference Documents/Policies:

|                 |                                                |
|-----------------|------------------------------------------------|
| 09/1772-02/0009 | August 2013 bank reconciliation ledger 11.5010 |
| 09/1460-03/0001 | Investments Report to Council 2013/2014        |

#### 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 August 2013 Walgett Shire Council's total available cash and invested funds were \$19,179,461.34 represented by:

|                                        |                 |
|----------------------------------------|-----------------|
| Reconciled Operational Account Balance | \$ 3,474,540.11 |
| Investments                            | \$14,750,000.00 |
| 24 Hour Online Saver Account           | \$ 954,921.23   |

**CASH ON HAND AND INVESTMENT REPORT AS AT 31 AUGUST 2013**

**Recommendation:**

1. That the cash on hand and investment report as at 31 August 2013 be received.

**Moved:**

**Seconded:**

**Attachment:**


Investment Table.


# WALGETT SHIRE COUNCIL AGENDA

| <u>Investment Institution</u>                               | <u>Type of Investm</u> | <u>Term</u><br>(days) | <u>Rate %</u> | <u>Ref</u> | <u>Reset Date</u> | <u>Maturity Date</u> |                        |
|-------------------------------------------------------------|------------------------|-----------------------|---------------|------------|-------------------|----------------------|------------------------|
| <b>Term Deposits</b>                                        |                        |                       |               |            |                   |                      |                        |
| Credit Union Australia                                      | Term Deposit           | 210                   | 4.73          | 804/13     |                   | 28-Aug-13            | \$250,000.00           |
| Credit Union Australia                                      | Term Deposit           | 273                   | 4.20          | 827/13     |                   | 27-Nov-13            | \$500,000.00           |
| Bank of Queensland                                          | Term Deposit           | 182                   | 4.45          | 830/13     |                   | 04-Sep-13            | \$500,000.00           |
| Suncorp                                                     | Term Deposit           | 182                   | 4.30          | 833/13     |                   | 11-Sep-13            | \$500,000.00           |
| IMB                                                         | Term Deposit           | 182                   | 4.20          | 834/13     |                   | 18-Sep-13            | \$500,000.00           |
| Bank of Queensland                                          | Term Deposit           | 182                   | 4.50          | 835/13     |                   | 23-Oct-13            | \$500,000.00           |
| National Australia Bank                                     | Term Deposit           | 182                   | 4.10          | 840/13     |                   | 27-Nov-13            | \$500,000.00           |
| Bankwest                                                    | Term Deposit           | 96                    | 3.70          | 843/13     |                   | 04-Sep-13            | \$500,000.00           |
| Newcastle Permanent Building Society                        | Term Deposit           | 98                    | 4.10          | 845/13     |                   | 11-Sep-13            | \$500,000.00           |
| IMB                                                         | Term Deposit           | 182                   | 4.00          | 846/13     |                   | 04-Dec-13            | \$500,000.00           |
| National Australia Bank                                     | Term Deposit           | 189                   | 4.09          | 847/13     |                   | 11-Dec-13            | \$500,000.00           |
| IMB                                                         | Term Deposit           | 189                   | 4.00          | 848/13     |                   | 18-Dec-13            | \$500,000.00           |
| Newcastle Permanent Building Society                        | Term Deposit           | 98                    | 4.05          | 849/13     |                   | 18-Sep-13            | \$500,000.00           |
| CBA                                                         | Term Deposit           | 118                   | 3.79          | 850/13     |                   | 09-Oct-13            | \$500,000.00           |
| NAB                                                         | Term Deposit           | 189                   | 4.08          | 851/13     |                   | 18-Dec-13            | \$500,000.00           |
| NAB                                                         | Term Deposit           | 188                   | 4.14          | 852/14     |                   | 08-Jan-14            | \$500,000.00           |
| ING                                                         | Term Deposit           | 188                   | 4.28          | 853/14     |                   | 08-Jan-14            | \$750,000.00           |
| ING                                                         | Term Deposit           | 209                   | 4.09          | 854/14     |                   | 05-Feb-14            | \$500,000.00           |
| IMB                                                         | Term Deposit           | 92                    | 3.70          | 855/14     |                   | 30-Oct-13            | \$500,000.00           |
| Newcastle Permanent Building Society                        | Term Deposit           | 91                    | 3.95          | 856/14     |                   | 30-Oct-13            | \$500,000.00           |
| Bankwest                                                    | Term Deposit           | 56                    | 3.50          | 857/14     |                   | 02-Oct-13            | \$500,000.00           |
| Bankwest                                                    | Term Deposit           | 91                    | 3.50          | 858/14     |                   | 06-Nov-13            | \$500,000.00           |
| Bank of Queensland                                          | Term Deposit           | 182                   | 3.90          | 859/14     |                   | 12-Feb-14            | \$500,000.00           |
| Westpac                                                     | Term Deposit           | 96                    | 4.00          | 860/14     |                   | 27-Nov-13            | \$500,000.00           |
| Newcastle Permanent Building Society                        | Term Deposit           | 98                    | 3.70          | 861/14     |                   | 04-Dec-13            | \$500,000.00           |
| Westpac                                                     | Term Deposit           | 103                   | 3.95          | 862/14     |                   | 11-Dec-13            | \$500,000.00           |
| Westpac                                                     | Term Deposit           | 103                   | 3.95          | 863/14     |                   | 11-Dec-13            | \$1,000,000.00         |
| ING                                                         | Term Deposit           | 174                   | 3.92          | 864/14     |                   | 17-Feb-14            | \$750,000.00           |
|                                                             |                        |                       |               |            |                   |                      | <b>\$14,750,000.00</b> |
| <b>Floating Rates Collateralized Debt Obligations (CDO)</b> |                        |                       |               |            |                   |                      |                        |
| Zircon Finance Ltd                                          | Floating Rate CDO      |                       | 0.00          |            | 20-Sep-14         |                      | \$0.00                 |
| Morgan Stanley Aces SP                                      | Floating Rate CDO      |                       | 0.00          |            | 20-Mar-12         |                      | \$0.00                 |
| Helium Capital Ltd                                          | Floating Rate CDO      |                       | 0.00          |            | 23-Jun-14         |                      | \$0.00                 |
|                                                             |                        |                       |               |            |                   |                      | <b>\$0.00</b>          |
|                                                             |                        |                       |               |            |                   |                      | <b>\$14,750,000.00</b> |
|                                                             |                        |                       |               |            |                   |                      | <b>\$954,921.23</b>    |
|                                                             |                        |                       |               |            |                   |                      | <b>\$15,704,921.23</b> |
| <b>Term Deposit Ledger Balance</b>                          |                        |                       |               |            |                   |                      |                        |
| <b>24 hour Online Bank Account</b>                          |                        |                       |               |            |                   |                      |                        |

Note that this is a separate interest bearing account linked with the Main Bank Account  
Investment Report as at 31 July 2013

Note that this is a separate interest bearing account linked with the Main Bank Account Investment Report as at 31 July 2013  
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   
Shane Roberts  
Senior Finance Officer

Prepared and Reconciled by Melissa Tooth  
Finance Officer 

## **MURCUTT MODEL – PROPOSED LIGHTNING RIDGE COMMUNITY CENTRE**

**REPORTING SECTION:** Corporate Services

**AUTHOR:** Stephen Holland – Director Corporate Services

**FILE NUMBER:** 00/0000

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### **Summary:**

The Murcutt model of the proposed Lightning Ridge Community Centre was commissioned by the Council in December 2000. The Lightning Ridge Community Centre Inc (now wound up) has requested that the model be donated to the Mitchell Library for exhibition as part of its Murcutt collection. The report recommends that subject to confirming the interest of the Mitchell Library in acquiring the model, that the General Manager makes the necessary arrangements for the transfer of ownership.

### **Background:**

In July 1996, the Council resolved to support in principal, the concept of establishing a multi service outlet at Lightning Ridge and that a suitable area of land be set aside in Pandora Street. From an original estimate of \$405,000 the estimated cost increased to \$3.29m in 2000. In December 2000, Council paid architect Glen Murcutt \$7,449.20 to construct a model of the proposed community centre. Over time there have been a number of requests for the model to be released to the Lightning Ridge Historical Society. The model remains in Council's possession and is classified as a state record and must be dealt with in accordance with the provisions of the State Records Act.

### **Current Position:**

By email dated 12 August 2013, Barbara Moritz in her capacity as Secretary of the Lightning Ridge Community Centre Inc (LRCC) advised that the organisation had been formally wound up and they 'will allocate the assets'. It was also stated that the organisation wished to donate the 'Murcutt model' of the community centre to the Mitchell Library Murcutt collection. It has been suggested that Yvon Gatineau OA would transport the model to Sydney and present it on Council's behalf.

The model is currently housed on top of a cupboard and has no ongoing value to the council other than as a state record for which council has a statutory obligation to administer. Under sec 5.3.1 of the legislation the Council has a responsibility to permanently retain as a State Record, "key records relating to the design, construction of property that is of significance due to the fact that it is;

a recipient of a prestigious State National or International architectural or design award  
an important local or regional landmark, or heritage listed.

The Model of the proposed Lightning Ridge Community Centre does not fit this criteria.

Section 5.3.2 of the legislation provides, where the records relating to the design / construction of property do not meet the criteria for a permanent state record, that they must be;

## WALGETT SHIRE COUNCIL AGENDA

Retained for 'a minimum of seven (7) years after the property or structure is disposed of or demolished, then destroy or transfer to new owner as required'.

As the community centre was never constructed, it is believed that the records relating to this matter including the Murcutt model are able to be disposed of in accordance with sec 5.3.6 of the legislation. This states; 'Records relating to construction projects or proposal not proceeded with. 'Retain minimum of seven (7) years after action completed and then destroy'.

On this basis it is recommended that the Council ascertain whether the Mitchell Library has any interest in acquiring the 'Murcutt model' for its collection and if so that the General Manager be delegated authority to make the necessary arrangements for transfer of ownership of the model from Council to the Mitchell Library.

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

State Records Act, Various file documents and Council minutes

### **Governance issues:**

The Council must ensure that it complies with its obligations under the State Records Act.

### **Environmental issues:**

There are no identified environmental issues associated with this matter.

### **Stakeholders:**

Walgett Shire Council, Lightning Ridge Community,

### **Financial Implications:**

There are no identified financial implications in relation to this matter.

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

That Council not agree to the request and retains custody of the model.

### **Conclusion:**

The Mucutt Model of the proposed Lightning Ridge Community Centre by virtue of its nature and size, presents a storage issue for the Council. It is believed that the display of the model as part of the Mitchell Library collection provides an opportunity for it to be housed more appropriately by an organisation used to the care and preservation of such objects. The report recommends that the Mitchell Library be contacted to ascertain whether they have any interest in acquiring the model for its Murcutt collection and if so, that the General Manager make the necessary arrangements for transfer of ownership to the library.

**Murcutt Model – Proposed Lightning Ridge Community Centre**

**Recommendation:**

1. That the Council write to the Mitchell Library to ascertain their interest in having the 'Murcutt Community Centre model donated to the library for their Murcutt collection.
2. That should the Mitchell Library confirm their interest that the General Manager be delegated authority to make the necessary arrangements for the transfer of ownership of the Murcutt model to the Mitchell Library..

**Moved:**

**Seconded:**

**Attachments:**

Photograph of the Murcutt Model

## WALGETT SHIRE COUNCIL AGENDA





***MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION  
ONLY FROM DIRECTOR CORPORATE SERVICES – SEPTEMBER 2013***

**REPORTING SECTION:** Corporate Services

**AUTHOR:** Stephen Holland – Director Corporate Services

**FILE NUMBER:**

---

Council Elections

For a number of years the NSW Electoral Commission (NEC) has conducted the election of councillors for Walgett Shire with the most recent being September 2012. It is recommended that the Council continue to engage the services of NEC for the conduct of future elections which requires that Council resolve to do so.

Shire Libraries

The State Library has advised Council of the roll-out of the Government's \$2m 'Revitalising Regional Libraries' grants program. Under the program all NSW Councils will receive a single grant of \$16,000. Council is one (1) of twenty eight (28) councils to receive funding in the current financial year which is additional to other funding provided by the State Library. It is proposed that State Library staff will visit Walgett to work with library staff to develop criteria for the expenditure of the grant.

**Matters for Brief Mention or Information Only – Director Corporate Services**

**Recommendation:**

Council Elections

That: pursuant to sec 296(2) and (3) of the Local Government Act 1993 (NSW) an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council and;

Further that pursuant to sec 286(2) and (3) of the Local Government Act 1993, as applied and modified by sec 18, a Council poll arrangement be entered into by contract for the Electoral Commissioner to administer all polls of the Council and;

Further that pursuant to sec 296(2) and (3) of the Local Government Act 1993, as applied and modified by sec 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

Shire Libraries

That: the information be noted.

**Moved:**

**Seconded:**

## ***PUBLIC EXHIBITION OF LOCAL APPROVALS POLICY***

**REPORTING SECTION:** Planning and Regulatory Services

**AUTHOR:** Director of Planning & Regulatory Services, Matthew Goodwin

**FILE NUMBER:** 09/1582

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### **Summary:**

Recently Walgett Shire Council publicly exhibited a draft Local Approvals Policy (LAP). It is recommended that Council adopt the exhibited policy.

### **Background:**

A Local Approvals Policy (LAP) is a statutory policy established under Chapter 7 of the Local Government Act 1993 (LGA) which supplements the provisions of the Act and the Local Government (Approvals) Regulation 1999 by:

- Specifying the local circumstances in which a person is not required to obtain approval under Section 68 of the LGA.
- Specifying criteria, which the Council must consider when determining whether or not to grant approval to a particular activity.
- Specifying other matters relating to such approvals that are not dealt with by the Act or Regulations.

Activities that require approval under Section 68 of the LGA, include installing manufactured homes, plumbing work, operating a system of sewage management, sandwich boards, street awnings, street trading and operating a caravan park.

The current LAP will expire 12 months after the declaration of the poll for the September 2012 Council election (in accordance with Section 165(4) of the LGA).

At a meeting held on 25 June 2013 Walgett Shire Council resolved to:

1. Note the draft revised Walgett Shire Council Local Approvals Policy.
2. Place the draft Walgett Shire Council Local Approvals Policy on public exhibition for a minimum of six weeks and invite written submissions from the public on the draft policy.
3. Advertise the public exhibition of the draft Walgett Shire Council Local Approvals Policy via:
  - (a) Council's newspaper column in the Lightning Ridge News and the Walgett Spectator.
  - (b) Council's web site.
  - (c) Letters to precinct committees and community working parties.

**Current position:**

Precinct committees and community working parties were notified of the public exhibition of the LAP via a letter dated 3 July 2013. Public exhibition of the LAP was advertised in the Council column within the:

- Walgett Spectator on 10-7-2013, 17-7-2013, 31-7-2013 and 14-8-2013.
- Lightning Ridge News on 11-7-2013, 18-7-2013, 1-8-2013, 8-8-2013 & 15-8-2013.

No submissions have been received regarding the LAP.

The following steps summarise the process that must be followed to formalise the LAP:

1. After considering all submissions received, the Council may decide to amend, adopt without amendment, or not to adopt the LAP (LGA S.161(1)).
2. If the amendments are not substantial in the Council's opinion, then it may adopt the amended without further public exhibition (LGA S.161(2)).
3. If the amendments are substantial, then the LAP must be publicly exhibited once more in accordance with the LGA (LGA S.161(2)).
4. A council must get the approval of the Director General of the Division of Local Government for the parts of the LAP relating to exemptions from the necessity to obtain approval (LGA S.162).
5. The council must give public notice of the adoption of a LAP (LGA S.166)).

When formalising previous LAPs, step 4 has generally taken several months.

Copies of the publicly exhibited LAP are available to Councillors via:

- The Council web site (use search function at top right corner of home page to search for 'Local Approvals Policy').
- Pdf attachment for Council meeting.

**Relevant reference documents/policies:**

- Local Government Act 1993 – particularly Chapter 7.
- Local Government (General) Regulation 2005.
- Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.
- Department of Local Government Practice Note 14 titled Local Approvals Policies, issued March 1996.

**Governance issues:**

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

- to exercise community leadership
- to have regard to the long term and cumulative effects of its decisions
- to exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights
- to facilitate the involvement of councillors, members of the public, users of facilities and services and council staff in the development, improvement and co-ordination of local government
- to keep the local community and the State government (and through it, the wider community) informed about its activities
- to ensure that, in the exercise of its regulatory functions, it acts consistently and without bias, particularly where an activity of the council is affected
- to be a responsible employer.

**Environmental issues:**

No significant environmental issues known or expected.

**Stakeholders:**

Public, Walgett Shire Council, Division of Local Government.

**Financial Implications:**

No significant expenditure is expected.

**Alternative solutions/options:**

Do nothing:- This option has not been recommended because the LAP establishes formal exemptions from statutory approval for a wide range of community and private activities under defined circumstances. Without the LAP, the activities cannot be legally conducted unless a formal approval has been issued by Council under section 68 of the Local Government Act 1993.

**Conclusion:**

By formalising exemptions from approval for a wide range of community and private activities, the LAP effectively reduces unnecessary red tape.

**Walgett Shire Council Local Approvals Policy**

**Recommendation:**

**That Walgett Shire Council resolve to:**

1. Adopt the publicly exhibited Walgett Shire Council Local Approvals Policy.
2. In accordance with section 162 of the Local Government Act 1993, write to the Director General of the Division of Local Government seeking approval for part of the Walgett Shire Council Local Approvals Policy relating to exemptions from the necessity to obtain approval.
3. If the Director General of the Division of Local Government approves the exemption provisions, then give public notice that Council has adopted the Walgett Shire Council Local Approvals Policy 2013.

**Moved:**

**Seconded:**

**Attachments:**

Nil

## **ORDER REGARDING KHANS SUPERMARKET BUILDING**

**REPORTING SECTION:** Planning and Regulatory Services

**AUTHOR:** Director of Planning & Regulatory Services, Matthew Goodwin

**FILE NUMBER:** 09/1498-06

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### **1. Summary:**

An order has been issued requiring the landowner of the Khan's IGA supermarket building at Lightning Ridge to provide an engineering assessment of the structural integrity of the building. It is recommended that Council note the order.

### **2. Background:**

On 19 July 2013 a "notice of intention" to issue an order under section 121B of the Environmental Planning and Assessment Act 1979 was posted to Dunpec Pty Ltd regarding the Khan's IGA supermarket building at 34 Opal Street, Lightning Ridge (lot 33, DP 752756) after it became apparent that a large number of solar panels had been installed on the building without any Development Consent or Construction Certificate being issued by Council. The notice proposed that an engineering assessment of the structural integrity of the building be supplied.

The landowner responded to the notice of intention via a letter dated 16 August 2013 which:

- Stated that there were 368 solar panels installed with a 92 kilowatt capacity.
- Stated that the company was not aware that the installation of the solar panels required Council approval.
- Suggested that the installation of the panels may be "exempt development" under the provisions of State Environmental Planning Policy (Infrastructure) 2007.

On 28 August 2013 an order was issued by Walgett Shire Council (see Attachment A) which:

- Indicates that the installation of the solar panels is not "exempt development" and was unlawful because no Development Consent or Construction Certificate had been issued.
- Indicates that Council believes that the structural integrity of the building is likely to have been reduced, given that it has not been designed to hold the additional load imposed by an estimated 7 tonnes of solar panels.
- Requires the landowner to engage a structural engineer to provide a written report to Council assessing the current structural integrity of the whole building.

**3. Current position:**

Pending compliance with the order, Council's Senior Environmental Health and Building Surveyor, will continue to monitor for any evidence that the building is on the verge of catastrophic failure. At this stage, such evidence has not yet been seen. If the situation changes, in a "worst case" scenario it may become necessary to issue an emergency order, as a precautionary measure, which requires:

- Immediate cessation of any further use of the building.
- The establishment of a suitable buffer zone and safety barriers around the building to exclude access by people.

**4. Relevant reference documents/policies:**

- Environmental Planning & Assessment Act 1979.
- State Environmental Planning Policy (Infrastructure) 2007.
- Government Information (Public Access) Regulation 2009.
- Walgett Shire Council Enforcement Policy (Trim record 09/1409/0013).

**5. Governance issues:**

This report has been included within the public portion of the Council meeting as it involves an order issued by Council under the Environmental Planning and Assessment Act 1979. Orders are prescribed as "open access" information under schedule 1 of the Government Information (Public Access) Regulation 2009 (see item 4(e)).

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

- to exercise community leadership
- to exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights
- to keep the local community and the State government (and through it, the wider community) informed about its activities
- to ensure that, in the exercise of its regulatory functions, it acts consistently and without bias, particularly where an activity of the council is affected

**6. Environmental issues:**

If the building is structurally inadequate to carry the additional load imposed by the solar panels then there is a significant threat to the safety of building users, passers-by, neighbours and their property.

**7. Stakeholders:**

Public, landowner, Walgett Shire Council.

**8. Financial Implications:**

If the landowner fails to comply with the order, then Council may incur costs associated with:

- Giving effect to the order.
- Legal action to seek enforcement of the order.

**9. Alternative solutions/options:**

Do nothing:- Under the circumstances outlined in the order, it was inappropriate to do nothing, hence this option was not pursued.

Issue an order requiring immediate cessation of use of the building:- Since becoming aware of the unlawful installation of the solar panels, Council's Senior Environmental Health and Building Surveyor, has undertaken an inspection program to periodically check for any evidence of imminent catastrophic failure. Given that such evidence has not yet been seen, an order requiring immediate cessation of use has not been issued at this time.

**10. Conclusion:**

The unlawful installation of 368 solar panels on the building roof has created a situation whereby it appears there may be a significant threat to its structural integrity.

**Walgett Shire Council Local Approvals Policy**

**Recommendation:**

**That Walgett Shire Council resolve to note:**

1. The order issued under section 121B of the Environmental Planning and Assessment Act 1979 on 28 August 2013 to Dunpec Pty Ltd which requires an engineering assessment of the structural integrity of the Khan's IGA supermarket building at 34 Opal Street, Lightning Ridge (lot 33, DP 752756).
2. Pending compliance with the order, Council staff will continue to monitor the condition of the building.

**Moved:**

**Seconded:**

**Attachments:**

A – Order issued 28 August 2013 by Walgett Shire Council





**Shire of Walgett**

ABN 88 769 076 385

Reference: AW: MG: 09/1498-06/0020, Ass 17871

Your Reference:

Contact:

Andrew Wilson

Rashid Khan  
Director  
Dunpec Pty Ltd  
100 Argyle Street  
Picton NSW 2571

Dear Sir,

**ORDER NO. 12 UNDER SECTION 121B OF THE ENVIRONMENTAL  
PLANNING AND ASSESSMENT ACT 1979 AND REGULATIONS**

**PROPERTY AFFECTED BY ORDER**

Lot 33, DP 752756, 34 Opal Street, Lightning Ridge.

**LEGAL BASIS FOR ORDER**

This order is given by Walgett Shire Council of in pursuance to powers vested in it by virtue of section 121B of the Environmental Planning and Assessment Act 1979 and associated regulation. In particular Council is issuing Order 12 under Section 121B of that Act.

**REASONS FOR THE ORDER:**

During an inspection on 16 July, 2013 by Walgett Shire Council's Senior Environmental Health and Building Surveyor, Andrew Wilson, and Doug McLennan Environmental Health and Building Surveyor:

- (a) Were advised by the Store Manager, Stephen Scotland, that recently work had been carried out to install solar panels on the roof of the supermarket.
- (b) They observed cracking in the upper portions of several of the tilt slabs forming the walls of the building.

In a letter to Walgett Shire Council dated 16<sup>th</sup> August 2013 you advised that 368 solar panels with a 92kw capacity had been mounted to the roof.

State Environmental Planning Policy (Infrastructure) 2007 provides that the installation of solar panels is exempt development in certain circumstances. To be exempt development the installation must:

- Not reduce the structural integrity of, or involve structural alterations to, the building (sub-clause 39(3)(f)(i)). It is Council's understanding that the roof has not been designed to hold the additional load imposed by the panels, which is estimated to be around 7 tonnes, hence the structural integrity is likely to have been reduced.
- Have a maximum capacity of no more than 10 kw (sub-clause 39(3)(f)(vi)). The installed capacity exceeds this threshold by 820%.

## WALGETT SHIRE COUNCIL AGENDA

Given the circumstances outlined, the installation of the solar panels was not exempt development. A review of Council's records showed that no Development Consent or Construction Certificate has been issued to enable the installation of the solar panels. In the above context the undersigned has formed the opinion that building work has been unlawfully carried out.

### **WORK TO BE PERFORMED:**

Walgett Shire Council hereby requires you, being the owner of the abovementioned property, to carry out the following works within **TWENTY EIGHT (28)** days from the date of this Order.

- a) Engage a suitably qualified structural engineer with appropriate experience in tilt up slab construction with large roof spans to provide a written report to Walgett Shire Council which assesses the current structural integrity of the whole building. The report must document:
  - a) All live and dead loads supported by the structural roof members including solar panels/framework, suspended ceiling, heating/cool systems and electrical installations.
  - b) Site inspection of structural steel including connection points and the roof structure.
  - c) Site inspection of tilt up concrete panels, including cracking and distortion.
  - d) Date of inspection, person/s undertaking inspection, their qualifications and experience with tilt slab construction.
  - e) Any structural deficiencies within the building identified from the site inspection or building plans and specifications.
- b) If any structural deficiencies are identified that pose a significant immediate threat to public safety, then Council must notified immediately in writing of those deficiencies.
- c) If any structural deficiencies are identified which do not pose a significant immediate threat to public safety, then the report is to include a plan for the works required to bring the building into a structurally adequate condition for its continued use as a supermarket.
- d) If no structural deficiencies are identified, then the report is to include a written signed statement from the structural engineer that the ongoing use of the building as a supermarket does not constitute a threat to public health or safety.

### **COUNCIL CAN UNDERTAKE WORK**

Section 121ZJ (1) of the Environmental Planning and Assessment Act 1979 and Regulation provides as follows:

*"If a person fails to comply with the terms of an order given to the person under this Division, the person who gave the order may do all such things as are necessary or convenient to give effect to the terms of the order, including the carrying out of any work required by the order."*

## WALGETT SHIRE COUNCIL AGENDA

Section 121ZJ (7) of the Environmental Planning and Assessment Act 1979 provides that any costs incurred by the Council in undertaking the work required by the order:

*"may be recovered by the person in any court of competent jurisdiction as a debt due to the person by the person required to comply with the order"*

### **FAILURE TO COMPLY**

Section 125 (1) of the Environmental Planning and Assessment Act 1979 provides that failure to comply with this Order is an offence.

### **RIGHT OF APPEAL**

Section 121ZK of the Environmental Planning and Assessment Act 1979 and Regulation provides that an:

*"appeal must be made within 28 days after the service of the order on the person".*

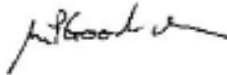
### **ADDITIONAL INFORMATION**

Please contact Council's Senior Environmental Health and Building, Andrew Wilson, for any further information.

### **DATE ORDER ISSUED**

28 August 2013

### **BY ORDER**



Matthew Goodwin  
Director Planning & Regulatory Services

***MONTHLY RMCC WORKS REPORT FROM DIRECTOR ENGINEERING SERVICES – SEPTEMBER 2013***

**REPORTING SECTION:** Engineering Services

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

**FILE NUMBER:** 11/211

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**Summary:**

The purpose of this report is to inform Council of progress relating to the RMCC works in the period since the report was prepared on 9<sup>th</sup> September 2013.

**Background:**

RMS has awarded a contract of 5,914,000 for 2013/2014. The scope of work involved in this contract is;

Resealing, heavy patching Geo textile work on SH29 west, Shoulder widening on SH29 west, Rehabilitation work on HW29 East Pian creek, Flood works and Routine works.

**Current Position:**

Currently, two council teams are working on flood restoration works.

**Relevant Reference Documents/Policies:**

Nil

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire  
Walgett Residents

**Financial Implications:**

**WALGETT SHIRE COUNCIL AGENDA**

As at 9<sup>th</sup> September 2013, \$1,258,170.30 has been spent from a total amount of 5,914,000, provided in the 2013/2014 budget.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

|                                                                                      |
|--------------------------------------------------------------------------------------|
| <b>Monthly RMCC works Report from Director Engineering Services – September 2013</b> |
|--------------------------------------------------------------------------------------|

|                               |
|-------------------------------|
| <p><b>Recommendation:</b></p> |
|-------------------------------|

|                                                                                        |
|----------------------------------------------------------------------------------------|
| <p>That Council receive and note the monthly RMCC works report for September 2013.</p> |
|----------------------------------------------------------------------------------------|

|                      |
|----------------------|
| <p><b>Moved:</b></p> |
|----------------------|

|                         |
|-------------------------|
| <p><b>Seconded:</b></p> |
|-------------------------|

**Attachments:**

RMCC works summary.

The funding allocations for 2013/2014 RMCC works are \$ 5,914,000.00 .The details are as follows:

| S<br>N | Description                                    | Budget                     | Expenditure<br>Till 9/09/2013 | 5% admin<br>charge | Total               | Status                                                               |
|--------|------------------------------------------------|----------------------------|-------------------------------|--------------------|---------------------|----------------------------------------------------------------------|
| 1      | Resealing                                      | \$1,240,000.0<br>0         | 0                             | 0                  | -                   | Not started                                                          |
| 2      | Heavy<br>patching                              | \$439,000.00               | 0                             | 0                  | -                   | Not started                                                          |
| 3      | SH29 west<br>Geotextile<br>Rehab final<br>seal | TBA                        | 0                             | 0                  | -                   | Not Started                                                          |
| 4      | HW29 west<br>widening                          | \$500,000.00               | 0                             | 0                  | -                   | WP sent to<br>RMS.<br>Environme<br>ntal memo<br>under<br>preparation |
| 5      | HW29 east<br>Pian Creek<br>rehab               | \$1,050,000.0<br>0         | 0                             | 0                  | -                   | Will be<br>started on<br>February                                    |
| 6      | Flood<br>damage                                | \$1,500,000.0<br>0         | \$ 982,356.94                 | \$49,117.85        | \$1,031,474.7<br>9  | 68.76                                                                |
| 7      | Routine<br>works                               | \$1,185,000.0<br>0         | \$ 226,695.54                 |                    | \$226,695.54        | 19.13                                                                |
|        | <b>TOTAL</b>                                   | <b>\$5,914,000.0<br/>0</b> |                               |                    | <b>1,258,170.33</b> | <b>21.27%</b>                                                        |

## ***MONTHLY FLOOD WORKS REPORT FROM DIRECTOR ENGINEERING SERVICES – SEPTEMBER 2013***

**REPORTING SECTION:** Engineering Services

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

**FILE NUMBER:** 11/211

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### **Summary:**

The purpose of this report is to inform Council of progress relating to the February 2012 flood restoration works as at 4<sup>th</sup> September 2013.

### **Background:**

In December 2011 and February 2012, Walgett Shire suffered major flood disasters and significantly affected 62 Shire Roads, 7 Regional roads and 3 State Highways. The people of the Walgett, Collarenebri & Lightning Ridge were particularly affected and the Shire's infrastructure sustained severe damage.

Roads and Maritime services (RMS) has assessed the flood affected roads and awarded Natural Disaster Assistance (NDA) to the Walgett Shire for the flood damage which involves remediation & reconstruction.

### **Current Position:**

All the works on Regional Roads have been completed well before specified date. Works on Local Roads except Wilby Wilby Road and Beanbri Road have been completed. An application for betterment funding for the Wilby Wilby Road has been lodged to RMS.

Regarding the Beanbri road work progress, a site meeting between Grainflow and Council was held on 28/08/2013. Scope of works and contributions for the work were discussed. A 2:1 (Council:Grain flow) contribution ratio had been proposed by Council. The Grain flow also requested Council for additional works such as road edge treatment and two concrete causeways to be undertaken.

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

RMS approved schedule

### **Governance issues:**

Nil

### **Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Tourists

**Financial Implications:**

As at 4th September 2013, \$ 10,437,840 has been spent from a total amount of \$11,623,727 provided in the February 2012 flood restoration works programme.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

Council can monitor progress of monthly flood work program by reviewing the attached spread sheets and noting progress to date.

| Monthly flood works Report from Director Engineering Services                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That Council receive and note the monthly flood restoration works report for September 2013.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Flood restoration works progress summary.



## Shire Roads

| Item No. | Work Order | Description of Works<br>(Road Name) | Amount to be contributed by RMS | Amount to be Contributed by Council | Amount spent by Council | Total Expenditure upto 4/09/2013 | Total expenditure upto 04/09/2013 By RMS | Progress in % | Status      |
|----------|------------|-------------------------------------|---------------------------------|-------------------------------------|-------------------------|----------------------------------|------------------------------------------|---------------|-------------|
| S R 1    | 2284       | Franxton Road                       | \$36,769                        |                                     |                         | \$42,847.57                      | \$42,847.57                              | 116.5         | completed   |
| S R 2    | 2285       | Belarra Lane                        | \$106,061                       |                                     |                         | \$90,571.01                      | \$90,571.01                              | 85.4          | completed   |
| S R 3    | 2286       | Clarkes Lane                        | \$9,885                         |                                     |                         | \$11,966.97                      | \$11,966.97                              | 121.1         | completed   |
| S R 5    | 2287       | Cryon Road                          | \$190,907                       |                                     |                         | \$172,878.29                     | \$172,878.29                             | 90.6          | completed   |
| S R 12   | 2288       | Millie Road                         | \$143,025                       |                                     |                         | \$181,538.75                     | \$181,538.75                             | 126.9         | completed   |
| S R 13   | 2289       | Woodvale Road                       | \$111,256                       |                                     |                         | \$120,828.19                     | \$120,828.19                             | 108.6         | completed   |
| S R 14   | 2290       | Baroona Road                        | \$91,346                        |                                     |                         | \$90,885.55                      | \$90,885.55                              | 99.5          | completed   |
| S R 15   | 2291       | Pokataroo Road                      | \$50,030                        |                                     |                         | \$27,632.16                      | \$27,632.16                              | 55.2          | In progress |
| S R 16   | 2292       | Mercadool Road                      | \$145,698                       |                                     |                         | \$139,080.34                     | \$139,080.34                             | 95.5          | In progress |
| S R 19   | 2293       | Springs Road                        | \$3,630                         |                                     |                         | \$3,630.00                       | \$3,630.00                               | 100.0         | completed   |
| S 21     | 2294       | Meadow Plains                       | \$17,000                        |                                     |                         | \$24,626.36                      | \$25,549.09                              | 144.          | In          |

**WALGETT SHIRE COUNCIL AGENDA**

| Item No. |    | Work Order | Description of Works<br>(Road Name) | Amount to be contributed by RMS | Amount to be Contributed by Council | Amount spent by Council | Total Expenditure upto 4/09/2013 | Total expenditure upto 04/09/2013 By RMS | Progress In % | Status      |
|----------|----|------------|-------------------------------------|---------------------------------|-------------------------------------|-------------------------|----------------------------------|------------------------------------------|---------------|-------------|
| R        |    |            | Road                                |                                 |                                     |                         |                                  |                                          | 9             | progress    |
| S        | 24 | 2295       | Marlbone Road                       | \$20,716                        |                                     |                         | \$25,438.76                      | \$25,438.76                              | 122.8         | completed   |
| S        | 27 | 2296       | Colrose Road                        | \$19,456                        |                                     |                         | \$23,444.48                      | \$23,444.48                              | 120.5         | completed   |
| S        | 28 | 2297       | Wingadee Road                       | \$10,140                        |                                     | \$812.97                | \$19,079.30                      | \$18,266.33                              | 188.2         | completed   |
| S        | 31 | 2298       | Gungalman Road                      | \$39,781                        |                                     |                         | \$30,285.17                      | \$30,285.17                              | 76.1          | completed   |
| S        | 38 | 2299       | Wanourie Creek Road                 | \$18,120                        |                                     |                         | \$13,264.08                      | \$13,264.08                              | 73.2          | completed   |
| S        | 40 | 2300       | Ginghet Road                        | \$7,061                         |                                     | \$3,912.74              | \$11,680.10                      | \$7,767.36                               | 165.4         | completed   |
| S        | 43 | 2301       | Bushs Road                          | \$9,846                         |                                     |                         | \$5,915.48                       | \$5,915.48                               | 60.1          | In progress |
| S        | 45 | 2302       | Borehead Road                       | \$7,914                         |                                     |                         | \$1,779.83                       | \$1,779.83                               | 22.5          | In progress |
| S        | 48 | 2303       | Boorooma Creek Road                 | \$25,252                        |                                     |                         | \$17,898.83                      | \$17,898.83                              | 70.9          | completed   |
| S        | 51 | 2304       | Millencowbah Road                   | \$23,400                        |                                     |                         | \$23,728.80                      | \$23,728.80                              | 101.4         | completed   |

**WALGETT SHIRE COUNCIL AGENDA**

| Item No. |    | Work Order | Description of Works<br>(Road Name) | Amount to be contributed by RMS | Amount to be Contributed by Council | Amount spent by Council | Total Expenditure upto 4/09/2013 | Total expenditure upto 04/09/2013 By RMS | Progress in % | Status      |
|----------|----|------------|-------------------------------------|---------------------------------|-------------------------------------|-------------------------|----------------------------------|------------------------------------------|---------------|-------------|
| S R      | 52 | 2305       | Willis Road                         | \$6,570                         |                                     |                         | \$7,395.32                       | \$7,395.32                               | 112.6         | In progress |
| S R      | 53 | 2306       | Koomalah Road                       | \$124,044                       |                                     |                         | \$47,398.46                      | \$47,398.46                              | 38.2          | In progress |
| S R      | 57 | 2307       | Epping Road                         | \$50,889                        |                                     |                         | \$30,101.08                      | \$30,101.08                              | 59.2          | In progress |
| S R      | 59 | 2308       | Moomin Road                         | \$60,342                        |                                     |                         | \$62,413.51                      | \$62,413.51                              | 103.4         | completed   |
| S R      | 60 | 2309       | Marra Creek Road                    | \$7,512                         |                                     |                         | \$7,512.00                       | \$7,512.00                               | 100.0         | completed   |
| S R      | 61 | 2310       | Cambo Road                          | \$34,365                        |                                     |                         | \$28,240.46                      | \$28,240.46                              | 82.2          | In progress |
| S R      | 64 | 2311       | Wimbledon Road                      | \$26,028                        |                                     |                         | \$18,804.01                      | \$18,804.01                              | 72.2          | In progress |
| S R      | 67 | 2312       | Collarenebri Mission Road           | \$13,000                        |                                     |                         | \$180.01                         | \$180.01                                 | 1.4           | In progress |
| S R      | 70 | 2313       | Lone Pine Road                      | \$13,980                        |                                     | \$1,718.37              | \$17,096.37                      | \$15,378.00                              | 122.3         | completed   |

**WALGETT SHIRE COUNCIL AGENDA**

| Item No. |    | Work Order | Description of Works<br>(Road Name) | Amount to be contributed by RMS | Amount to be Contributed by Council | Amount spent by Council | Total Expenditure upto 4/09/2013 | Total expenditure upto 04/09/2013 By RMS | Progress in % | Status      |
|----------|----|------------|-------------------------------------|---------------------------------|-------------------------------------|-------------------------|----------------------------------|------------------------------------------|---------------|-------------|
| S R      | 71 | 2314       | Rossmore Lane                       | \$8,100                         |                                     |                         | \$19,855.63                      | \$19,855.63                              | 245.1         | completed   |
| S R      | 72 | 2315       | Middle Route Road                   | \$17,496                        |                                     |                         | \$11,221.29                      | \$11,221.29                              | 64.1          | completed   |
| S R      | 73 | 2316       | Miralwyn Road                       | \$10,554                        |                                     |                         | \$10,540.02                      | \$10,540.02                              | 99.9          | In progress |
| S R      | 77 | 2317       | Nedgera Road                        | \$11,009                        |                                     |                         | \$3,840.00                       | \$3,840.00                               | 34.9          | completed   |
| S R      | 79 | 2318       | Pagan Creek Road                    | \$5,916                         |                                     |                         | \$0.00                           | \$0.00                                   | 0.0           |             |
| S R      | 85 | 2319       | Tungra Road                         | \$47,510                        |                                     |                         | \$38,956.28                      | \$38,956.28                              | 82.0          | completed   |
| S R      | 88 | 2320       | Fabians Road                        | \$24,990                        |                                     |                         | \$7,961.88                       | \$7,961.88                               | 31.9          | In progress |
| S R      | 89 | 2321       | Belaba Road                         | \$17,007                        |                                     |                         | \$15,394.69                      | \$15,394.69                              | 90.5          | completed   |
| S R      | 90 | 2322       | Fairview Road                       | \$26,436                        |                                     |                         | \$14,791.99                      | \$14,791.99                              | 56.0          | In progress |
| S R      | 92 | 2357       | Strathmore Road                     | \$6,360                         |                                     |                         | \$6,105.69                       | \$6,105.69                               | 96.0          | completed   |
| S R      | 95 | 2323       | Banarway Crossing Road              | \$22,360                        |                                     |                         | \$24,271.65                      | \$24,271.65                              | 108.5         | completed   |

**WALGETT SHIRE COUNCIL AGENDA**

| Item No. |     | Work Order | Description of Works<br>(Road Name)      | Amount to be contributed by RMS | Amount to be Contributed by Council | Amount spent by Council | Total Expenditure upto 4/09/2013 | Total expenditure upto 04/09/2013 By RMS | Progress in % | Status      |
|----------|-----|------------|------------------------------------------|---------------------------------|-------------------------------------|-------------------------|----------------------------------|------------------------------------------|---------------|-------------|
| S R      | 98  | 2324       | Lorne Road                               | \$72,913                        |                                     |                         | \$77,865.06                      | \$77,865.06                              | 106.8         | completed   |
| S R      | 101 | 2325       | Wilby Wilby Road                         | \$1,084,467                     |                                     |                         | \$728,911.79                     | \$728,911.79                             | 67.2          | In progress |
|          |     | 2387       | Kurrajong Road under Wilby Wilby Funding | \$350,000                       |                                     |                         | \$293,714.61                     | \$293,714.61                             | 83.9          | completed   |
| S R      | 102 | 2326       | Angledool Road                           | \$244,548                       |                                     |                         | \$258,438.52                     | \$258,438.52                             | 105.7         | completed   |
| S R      | 103 | 2327       | Bugilbone Road                           | \$130,824                       |                                     |                         | \$116,081.34                     | \$116,081.34                             | 88.7          | In progress |
| S R      | 110 | 2328       | Kurrajong Road                           | \$5,040                         |                                     | \$10,000.00             | \$17,367.15                      | \$7,367.15                               | 344.6         | completed   |
| S R      | 111 | 2329       | Narran Lake Road                         | \$20,170                        |                                     | \$4,047.00              | \$26,233.88                      | \$22,186.88                              | 130.1         | completed   |
| S R      | 112 | 2330       | Brewon Road                              | \$72,024                        |                                     |                         | \$70,923.71                      | \$70,923.71                              | 98.5          | In progress |
| S R      | 113 | 2331       | Binghi Road                              | \$13,168                        |                                     | \$2,639.95              | \$17,360.35                      | \$14,720.40                              | 131.8         | completed   |
| S R      | 114 | 2332       | Bogewong Road                            | \$24,378                        |                                     |                         | \$19,476.40                      | \$19,476.40                              | 79.9          | completed   |
| S        | 115 | 2333       | Aberfoyle Road                           | \$18,266                        |                                     |                         | \$14,781.94                      | \$14,781.94                              | 80.9          | comple      |



**WALGETT SHIRE COUNCIL AGENDA**

| Item No. | Work Order | Description of Works<br>(Road Name) | Amount to be contributed | Amount to be Contributed by Council | Amount spent by Council | Total Expenditure upto | Total expenditure upto | Progress In % | Status      |
|----------|------------|-------------------------------------|--------------------------|-------------------------------------|-------------------------|------------------------|------------------------|---------------|-------------|
|          |            |                                     | by RMS                   | by Council                          |                         | 4/09/2013              | 04/09/2013 By RMS      |               |             |
| R        |            |                                     |                          |                                     |                         |                        |                        |               | ted         |
| S<br>R   | 116        | 2334                                | Goangra Road             | \$185,711                           |                         | \$124,005.82           | \$124,005.82           | 66.8          | In progress |
| S<br>R   | 117        | 2335                                | Beanbri Road             | \$499,530                           |                         | \$4,825.02             | \$4,825.02             | 1.0           | In progress |
| S<br>R   | 118        | 2336                                | Yarraldool Road          | \$140,365                           |                         | \$108,360.27           | \$108,360.27           | 77.2          | In progress |
| S<br>R   | 121        | 2337                                | Pian Creek Road          | \$156,948                           |                         | \$127,932.53           | \$127,932.53           | 81.5          | completed   |
| S<br>R   | 122        | 2338                                | Old Burren Road          | \$54,015                            |                         | \$91,376.97            | \$91,376.97            | 169.2         | completed   |
| S<br>R   | 123        | 2339                                | Rowena Road              | \$131,288                           |                         | \$75,917.48            | \$75,917.48            | 57.8          | completed   |
| S<br>R   | 124        | 2340                                | Dundee Road              | \$52,470                            |                         | \$63,254.18            | \$63,254.18            | 120.6         | completed   |
| S<br>R   | 125        | 2341                                | Glen Eden Road           | \$145,997                           |                         | \$150,200.65           | \$150,200.65           | 102.9         | completed   |
| S<br>R   | 126        | 2406                                | Purtles Road             | \$53,486                            |                         | \$23,539.70            | \$23,539.70            | 44.0          | In progress |
| S        | 127        | 2342                                | Boora Road               | \$21,870                            |                         | \$13,718.50            | \$13,718.50            | 62.7          | In          |

**WALGETT SHIRE COUNCIL AGENDA**

| Item No. |     | Work Order | Description of Works<br>(Road Name) | Amount to be contributed by RMS | Amount to be Contributed by Council | Amount spent by Council | Total Expenditure upto 4/09/2013 | Total expenditure upto 04/09/2013 By RMS | Progress in % | Status      |
|----------|-----|------------|-------------------------------------|---------------------------------|-------------------------------------|-------------------------|----------------------------------|------------------------------------------|---------------|-------------|
| R        |     |            |                                     |                                 |                                     |                         |                                  |                                          |               | progress    |
| S        | 128 | 2343       | Camerons Lane                       | \$36,389                        |                                     | \$6,000.00              | \$72,435.23                      | \$66,435.23                              | 199.1         | completed   |
| S        | 129 | 2344       | George Sands Way                    | \$131,640                       |                                     |                         | \$116,228.41                     | \$116,228.41                             | 88.3          | In progress |
| S        | 131 | 2345       | O'Neils Road                        | \$59,754                        |                                     |                         | \$78,426.46                      | \$78,426.46                              | 131.2         | completed   |
|          |     | 2346       | Tip Road                            | \$70,200                        |                                     |                         | \$63,214.15                      | \$63,214.15                              | 90.0          | completed   |
|          |     |            | Emergency Works                     | \$476,727                       |                                     |                         | \$476,727.00                     | \$476,727.00                             | 100.0         | completed   |
|          |     |            | Council's Contribution              | -\$29,000                       | \$29,000                            |                         |                                  | \$0.00                                   | 0.0           |             |
|          |     |            |                                     | <b>\$5,844,947</b>              | <b>\$29,000</b>                     | <b>\$29,131</b>         | <b>\$4,682,397.48</b>            | <b>\$4,654,189.18</b>                    | <b>80.1</b>   |             |

**WALGETT SHIRE COUNCIL AGENDA**

Regional Roads

| Item No. |           | Work Order | Road name           | Amount to be Contributed by Council | RMS's Contribution | Total Expenditure to 9/08/2013 | %      | Status    |
|----------|-----------|------------|---------------------|-------------------------------------|--------------------|--------------------------------|--------|-----------|
| 1        | RR329     | 2347       | MERRYWINE BONE ROAD | N/A                                 | \$3,822,345        | \$3,749,305.34                 | 98.09  | completed |
| 2        | RR333     | 2348       | CARRINDA ROAD       | N/A                                 | \$552,750          | \$693,906.02                   | 125.54 | completed |
| 3        | RR402     | 2349       | GINGIE/LLANILLO     | N/A                                 | \$628,763          | \$586,009.45                   | 93.20  | completed |
| 5        | RR426     | 2350       | SHERMANS WAY        | N/A                                 | \$29,480           | \$407.78                       | 1.38   | completed |
| 5        | RR426     | 2351       | RIDGE ROAD          | N/A                                 | \$55,228           | \$68,357.64                    | 123.77 | completed |
| 6        | RR457     | 2352       | GUNDABLOUI ROAD     | N/A                                 | \$348,161          | \$360,362.64                   | 103.50 | completed |
| 7        | RR7716    | 2353       | COME BY CHANCE      | N/A                                 | \$168,578          | \$151,828.67                   | 90.06  | completed |
|          | Emergency |            |                     |                                     | \$173,474.11       | \$173,474.11                   | 100.00 | completed |
|          |           |            | TOTAL               |                                     | \$5,778,779        | \$5,783,651                    | 100.08 |           |

| Summary        |                         |                             |               |
|----------------|-------------------------|-----------------------------|---------------|
| Road Hierarchy | Toad amount             | Expenditure up to 8/08/2013 | Status        |
| Local Roads    | \$ 5,844,948.00         | 4,654,189                   | 80.63%        |
| Regional Roads | \$ 5,778,779.00         | 5,783,651                   | 100.08%       |
| <b>TOTAL</b>   | <b>\$ 11,623,727.00</b> | <b>\$ 10,437,840</b>        | <b>89.80%</b> |



## **MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM DIRECTOR ENGINEERING SERVICES – SEPTEMBER 2013**

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit – Director Engineering Services  
**FILE NUMBER:** 09/1238-02

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**1. North West Zone(NWS) Service Level Agreement ( SLA) Committee and NWS and Bogan District Bush Fire Zone Management Committee Meeting**

The meeting was held at 11am on Monday 9<sup>th</sup> September at the Coonamble Fire Control Centre. Warren Shire, Coonamble Shire and Walgett shire were present at the meeting. A water tank of 130,000 litre capacity facility will be available for the fire fighting purpose in Walgett during the 2013/2014 financial year. Attached is the agenda for information.

| <b>Matters Generally for Brief Mention or Information only from Director Engineering Services – September 2013</b> |
|--------------------------------------------------------------------------------------------------------------------|
|--------------------------------------------------------------------------------------------------------------------|

**Recommendation:**

1. That the matters listed by the Director Engineering Services for brief mention or information be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

1. Agenda for NWZ SLA Committee and Bush Fire Management Committee meeting
2. Issue 116 September 2013- Fire note

## North West Zone and Bogan District BUSH FIRE MANAGEMENT COMMITTEE

### AGENDA

Meeting to be held on Monday 9<sup>th</sup> September 2013  
commencing at 1300hrs  
at Coonamble Fire Control Centre Buckley Drive Coonamble

1. Welcome
2. Apologies
3. Confirmation of Minutes of 27<sup>th</sup> March 2013.
4. Business arising from previous minutes
  - a. General
  - b. Task register
5. Correspondence
6. Post Fire Season Briefing-Operations-Mark Mulheron
  - Ops Section 52 Plan Update
7. Agency Reports
  - RFS/Local Councils
  - DECCW
  - State Forest
  - LHPA
  - FRNSW
  - John Holland Rail Pty Ltd
8. General business
9. Date of next meeting- TBA .
10. Close

**Attachments:**

- a. Previous minutes/Task Register

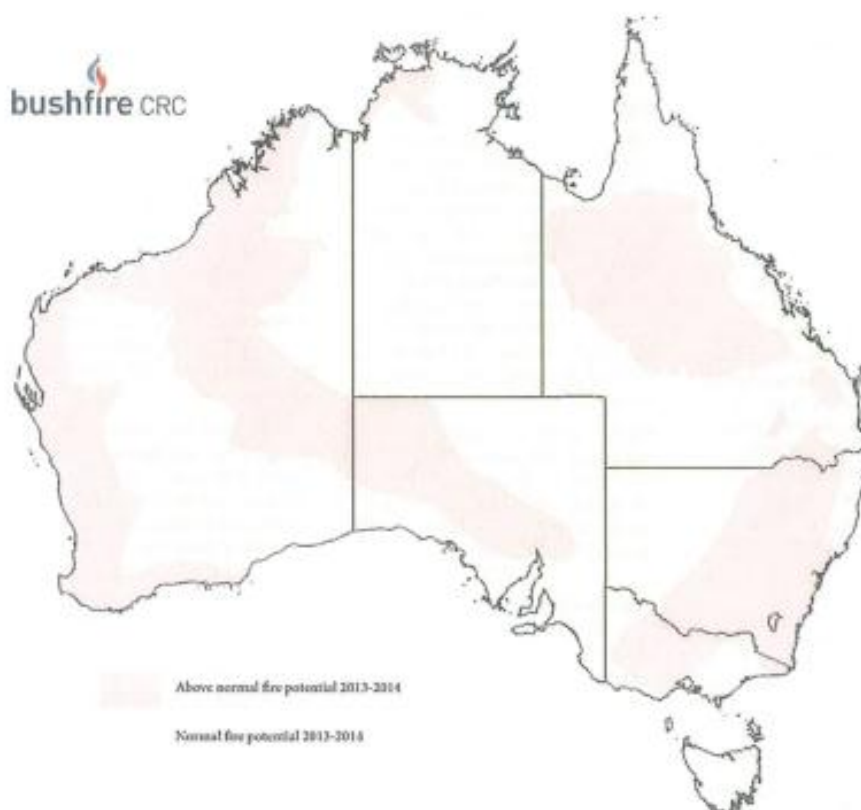
Background briefings on emerging issues for fire managers from AFAC and Bushfire CRC.



# FIRE NOTE

ISSUE 116 SEPTEMBER 2013

## SOUTHERN AUSTRALIA SEASONAL BUSHFIRE OUTLOOK 2013-14



### SUMMARY

Large areas of southern Australia, especially along the east and west coasts extending inland, face above normal fire potential for the 2013-2014 fire season, despite the extensive fires in some parts of the country over the last 12 months. However, the area most at risk does not extend right across the country, as was seen in 2012-2013. The above normal forecast is due to abundant grass growth across inland Australia, due to above average rainfall since May 2013. These conditions, coupled with above average

temperatures across the country since January 2013, have resulted in a build up of fuel in grasslands. These higher temperatures have also seen forests begin to dry out. Elsewhere across southern Australia, the fire potential is considered to be normal for 2013-2014, but normal fire conditions can still produce fast running fires. The above map combines the southern bushfire outlook with the northern bushfire outlook, which was released as *Fire Note 113* in July. This seasonal bushfire outlook takes into account the bushfire potential through to 2014.

Continued on page 117



## FIRE NOTE

### BUSHFIRE POTENTIAL

Bushfire potential depends on many factors. For grass fires, the stage is set by the previous wet season. The volume, location and timing of rainfall are critically important when estimating fuel volumes and growth. They also affect the timing of the curing (that is, the drying) of the fuel. The climate outlook for the next few months is also a crucial factor. Of particular interest are the future tendencies of Pacific sea surface temperature associated with the El Niño-Southern Oscillation, a major climate driver over Australia. Other less quantifiable factors, such as the distribution of firefighting resources, are also considered.

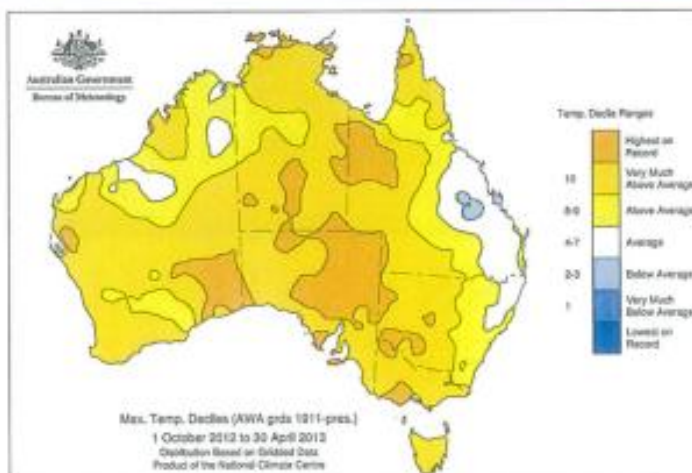
Chaired by Rick McRae, Special Risk Analyst at the Australian Capital Territory Emergency Service Agency, the Southern Seasonal Fire Assessment Workshop was held at the headquarters of the ACT Emergency Service Agency in Canberra on 20 August. The workshop, supported by the Bushfire CRC, brought fire and land managers, climatologists and meteorologists together to evaluate the upcoming season for the southern part of Australia.

During the proceedings they discussed the seasonal outlook for the imminent fire season, enabling the production of this Fire Note. Attendees included representatives of the Bushfire CRC, the Australasian Fire and Emergency Service Authorities Council (AFAC), the Bureau of Meteorology, the Australian Capital Territory Emergency Service Agency, the New South Wales Rural Fire Service, South Australia's Country Fire Service, the Tasmania Fire Service, Victoria's Country Fire Authority and Department of Environment and Primary Industries and Western Australia's Department of Parks and Wildlife, Department of Fire and Emergency Services and Local Government Association. The *Southern Australia Seasonal Bushfire Outlook* provides information to assist fire authorities in making strategic decisions such as resource planning and prescribed fire management, and to reduce the negative impacts of bushfire.

### ANTECEDENT CONDITIONS

Since the breakdown of La Niña conditions in April 2012, the El Niño Southern Oscillation (ENSO) has been in a neutral state. At the same time, significant sea surface temperature patterns in the Indian Ocean in 2012 and 2013 meant that this basin has exerted a strong influence on climate through the Indian Ocean Dipole (IOD).

July to October 2012 saw Australia under the influence of a positive IOD, resulting in below average rainfall across southern



### DEFINITIONS

**Fire potential:** The chance of a fire or number of fires occurring of such size, complexity or other impact that requires resources (from both a pre-emptive management and suppression capability) beyond the area in which it or they originate. Fire potential depends on many factors including weather and climate, fuel abundance and availability, recent fire history and firefighting resources available in an area.

**Decile:** A decile is a statistical technique that ranks sorted observations into 10 equal groups. A decile map will show whether the rainfall or temperature is above average, average or below average for the chosen time period and area.

Australia in the lead up to summer. Average daytime temperatures during this period were above average across the majority of Australia.

The 2012/2013 northern Australian wet season (summer) saw vast areas from the Western Australian border, through to the Great Dividing Range along the east coast, record below average rainfall, with central Queensland, south east South Australia and western Victoria recording very much below average rainfall. Over this same period daytime temperatures were well above average across the majority of Australia (see map, above). Of particular note was an extensive Australia-wide heatwave lasting from late December through to mid/late January. As a result of this heatwave, Australia set new records for its hottest day, hottest January and hottest summer.

Since the beginning of the 2013 southern Australian wet season (May), the IOD has been negative (the opposite to its value in 2012), leading to above average rainfall from the Pilbara in WA, through to south east Australia. The exception to this is south west WA and parts of inland Queensland, which have recorded below average rainfall (see top map, page 3). During this same period daytime temperatures were above average across the Northern Territory, South Australia, inland Queensland, New South Wales, Victoria and Tasmania.

August saw the IOD ease, bringing with it below average rainfall south of the tropics. The exception to this was south west WA, south east South Australia, much of Victoria and Tasmania, which all received average to above average rainfall during this time. Warm to hot temperatures began early in August, with record warm temperatures in central Australia and very warm temperatures pushing into the south east of the country during the last week of August.

### EXPECTED CLIMATE OUTLOOK

Neutral ENSO (neither La Niña nor El Niño) conditions have persisted since April 2012 and are expected to continue through spring and into summer 2013/2014. A negative IOD event (see antecedent conditions) is in progress and expected to continue until mid-spring, despite recent signs of easing. A negative IOD during winter/spring increases the chances of above normal rainfall over southern Australia. Warmer than normal sea surface temperatures currently persist around Australia, which can provide more moisture to the atmosphere. In combination with the right weather systems (e.g. interactions with cold fronts), these conditions may result in increased rainfall.

## FIRE NOTE

The Bureau's official spring seasonal outlook shows an increased chance of above average rainfall over most of south east Australia and the Top End of the Northern Territory (see bottom map, page 3). This outlook is influenced by the persistence of the negative IOD into mid-spring and above average sea surface temperatures around Australia. The maximum temperature outlook shows an increased chance of warmer than normal spring days over most of northern Australia, coastal WA, and Tasmania, while cooler days are more likely across central and north west Victoria (see map, page 4).

## REGIONAL SUMMARIES

## QUEENSLAND

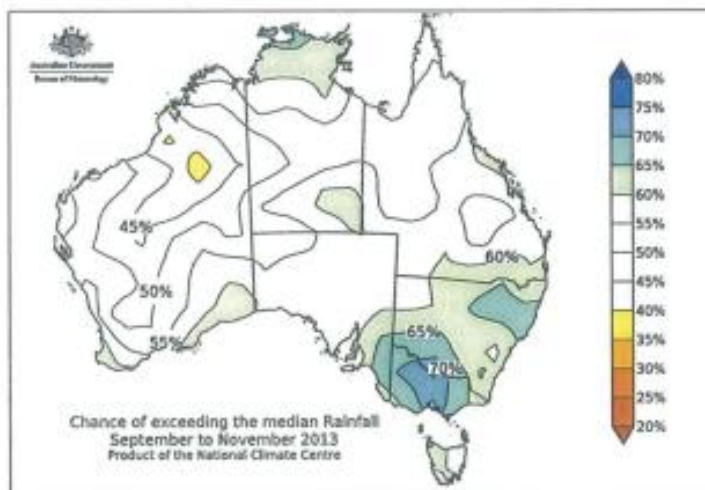
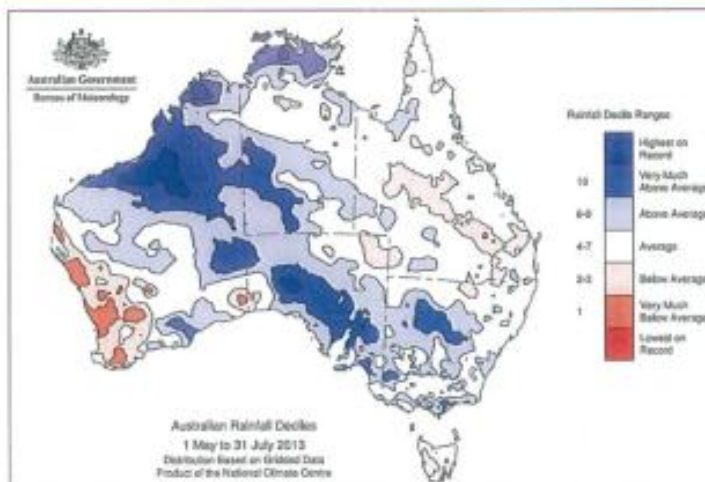
The fire season in Queensland is long and traditionally commences around July in the Cape York Peninsula and Gulf Country and progresses to the central inland and coastal areas south to the NSW border during spring and into summer. In the west and south west of the state the fire season can begin as early as August and extend well into February. However, timeframes can vary significantly from year to year, as they are largely dependent on long-term climate, short-term weather conditions and available fuel loads.

This season, the combination of Queensland's climate and seasonal trends has created vast variations in vegetation growth and fuel conditions. Northern Australia wet season rainfall was well above average for the southern coastal areas. In contrast, large areas of the Lower Gulf of Carpentaria, far western and southern Queensland received well below average rainfall during the same period. Over the winter months rainfall remained near to below average for most of the state, with the majority of south western, central west and north west Queensland now under drought declaration.

The grassland areas across the state have moderate to abundant fuel loads with a less continuous fuel bed than in previous years. This is due to a combination of large scale fires, rainfall deficiencies and stocking rates. As a result of milder temperatures this winter, grassland curing in the eastern areas is slightly lower than this time last year. In the north, far west and south west of the state grasslands are fully cured.

Despite large scale fires in the northern and western areas of Queensland during the last fire season, there are still vast areas with moderate to abundant grassland fuels and low stock levels that could experience large scale, fast running grass fires.

An above normal fire potential has been assessed for areas between Dalby and



Warwick, south to the NSW border and west to Goondiwindi. The area to the west between Wallumbilla and Dulacca, south to St George and an area extending from the Sunshine Coast Hinterland into the western areas of the Wide Bay Barnett region are also assessed as above normal fire potential.

## NEW SOUTH WALES

Above average rainfall for much of the preceding three years is likely to continue the trend of heavy grass fuel loads throughout the grassland areas of NSW. These grassland areas include those west of the Great Dividing Range, the Tablelands and the Upper Hunter. Above normal fire potential is expected to continue in these areas due to high grass fuel loads, combined with the predicted ENSO neutral (that is, neither El Niño or La Niña) summer outlook. Normal fire conditions are likely in far west NSW.

Over much of the forested areas of NSW, below average rainfall since July has resulted in a drying trend in forest fuels. If this trend continues, above normal fire activity conditions are expected for the forested areas of central and southern NSW coast and ranges. A slightly higher chance for above average rainfall is likely to result in a normal fire season for both the far north coast and north coast.

## AUSTRALIAN CAPITAL TERRITORY

The outlook for the grasslands reflects the current vigorous grass growth which will continue into spring and the drying trend in the Bureau of Meteorology's seasonal outlook. As a result, above normal fire potential has been assessed for the grasslands in the ACT. The recovery of fuels since the 2003 fires continues to be monitored and managed. However should the forests dry out as we head into summer, there are concerns for the potential for above normal forest fire activity.



## FIRE NOTE

## VICTORIA

Over the past 12 months, much of Victoria has experienced below average rainfall. The exception is the east, where average rainfall occurred. Forests are expected to be more flammable than normal due to the lingering effect of last summer's extreme dryness and heat, with dry underlying soil profiles and more abundant dead elevated, near-surface and bark fuels in these forests.

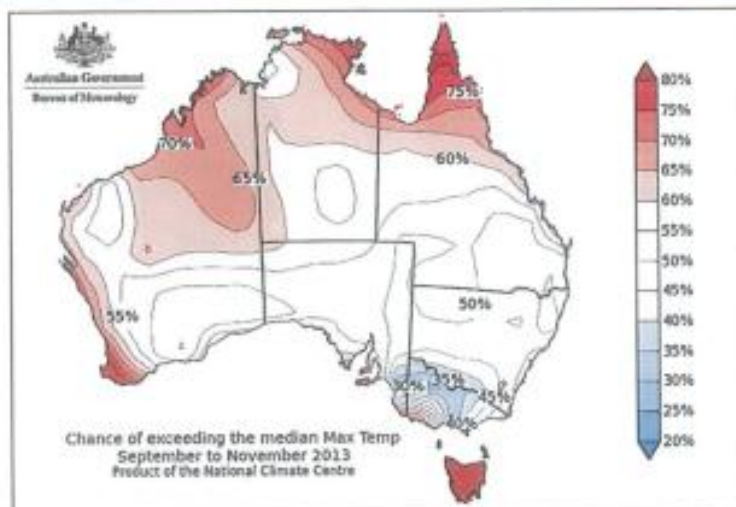
Despite some chance of above average spring rains and reasonable winter rainfall, significant underlying dryness is likely to continue to be present in many western and central forests. These areas can expect above normal fire potential. Strong drying of soils and fuels has also commenced in East Gippsland, which may result in early bushfire activity if this trend continues.

The exception to this is in coastal parts of the South West, Mallee and West and South Gippsland, where above average rainfall has occurred in the past few months. As a result of this rain, a normal fire season is expected in these areas.

Current expectations are for average to above average grass growth in western Victoria and the north east of the state, based on receiving average to above average rain during spring. The timing and severity of grass fires will depend strongly on rainfall patterns throughout spring.

## TASMANIA

Normal fire potential is expected for the lead up to summer, except for small areas in the Derwent Valley and the mid-East Coast, both of which are currently drier than usual. The majority of Tasmania has either average or above average soil moisture and this will reduce fire activity while promoting growth, which may become available for large fires in the New Year. The fuel types which are less dependent upon soil moisture levels, such as moorland, heaths and scrub, have a normal fire potential. Forest fuels in the north of the state will require a considerable drying period to be available for widespread fires.



## SOUTH AUSTRALIA

Above normal fire potential is predicted in the North West Pastoral and Flinders districts due to abundant and continuous grass fuels. This is as a result of the previous season's growth remaining, and the rainfall received, linked with conducive growing conditions. For the remainder of the state, including the agricultural areas, the most likely scenario is for near normal levels of fire activity.

Both the North West Pastoral and Flinders districts have received above average rainfall. When this is combined with the abundant fuel loads from the previous growing season, the result is above normal fire potential for both districts. The area adjacent to the Northern Territory border (communities north of the APY Lands) is of normal fire potential, recognising that the Northern Territory has not indicated above normal level of activity.

Resource implications of an above normal fire danger season may see the need for firefighting resources committed to incidents for a longer period of time. The North West Pastoral and Flinders districts

may pose resourcing issues this fire season, as was experienced in the North West Pastoral district last season, where firefighters and aircraft were committed for lengthy periods.

## WESTERN AUSTRALIA

Across the Mid West and Desert regions, above normal fire potential is expected as a consequence of high rainfall, which has resulted in very high annual grass growth and high fuel loads.

Above normal bushfire potential is also forecast in the South West, which has seen reduced rainfall, soil moisture deficit and high fuel loads.

The Wheatbelt has been assessed as having a normal fire potential, with average to below average rainfall resulting in average fuel loads. In the Nullarbor, normal fire potential is expected east of the Fraser Range.

For full details of the seasonal bushfire outlook for the Northern Territory, as well as northern Western Australia and northern Queensland, see the *Northern Australia Seasonal Outlook 2013*, issued as *Fire Note 113*.

Fire Note is published jointly by the Bushfire Cooperative Research Centre (Bushfire CRC) and the Australasian Fire and Emergency Service Authorities Council (AFAC). This Fire Note is prepared from available research at the time of publication to encourage discussion and debate. The contents of the Fire Note do not necessarily represent the views, policies, practices or positions of any of the individual agencies or organisations who are stakeholders of the Bushfire CRC.

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Bushfire CRC is a national research centre in the Cooperative Research Centre (CRC) program, formed in partnership with fire and land management agencies in 2003 to undertake end-user focused research.  
Bushfire CRC Limited ABN: 71 103 943 795

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AFAC is the peak body for Australasian fire, land management and emergency services, creating synergy across the industry. AFAC was established in 1993.

**Questions for the next Meeting**

**Confidential Reports/Closed Council meeting**