

## WALGETT SHIRE COUNCIL AGENDA

(2) Despite subclause (1), the maximum fee payable for development for the purpose of one or more advertisements is:

(a) \$215, plus \$70 for each advertisement in excess of one, or

(b) the fee calculated in accordance with the Table,

whichever is the greater.

(3) The fees determined under this clause do not apply to development for which a fee is payable under clause 247.

### TABLE:

Estimated cost	Maximum fee payable
Up to \$5,000	\$110
\$5,001–\$50,000	\$170, plus an additional \$3 for each \$1,000 (or part of \$1,000) of the estimated cost.
\$50,001–\$250,000	\$352, plus an additional \$3.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$50,000.
\$250,001–\$500,000	\$1,160, plus an additional \$2.34 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000.
\$500,001–\$1,000,000	\$1,745, plus an additional \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000.
\$1,000,001–\$10,000,000	\$2,615, plus an additional \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000.
More than \$10,000,000	\$15,875, plus an additional \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000.

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### **247 Development involving the erection of a dwelling-house with an estimated construction cost of \$100,000 or less**

A maximum fee of \$364 is payable for development involving the erection of a dwelling-house with an estimated cost of construction of \$100,000 or less.

### **248 Residential flat development**

An additional fee, not exceeding \$600, is payable for development which is required to be referred to a design review panel under State Environmental Planning Policy No 65—Design Quality of Residential Flat Development.

### **249 Development involving the subdivision of land**

The maximum fee payable for development involving the subdivision of land is calculated as follows:

(a) Subdivision (other than strata subdivision):

(i) Involving the opening of a public road, \$500 plus \$50 for each additional lot created by the subdivision, or

(ii) Not involving the opening of a public road, \$250 plus \$40 for each additional lot created by the subdivision,

(b) Strata subdivision, \$250 plus \$50 for each additional lot created by the subdivision.

Note. For example, a plan of subdivision that provides for 5 lots over land that has previously comprised 2 lots will result in the creation of 3 additional lots, and so attract a fee that includes a base amount of \$500 or \$250, as the case requires, together with a further amount of \$50 or \$40, as the case requires, for each of the 3 additional lots.

### **250 Development not involving the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a building or work**

A maximum fee of \$220 is payable for development that does not involve the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a building or work.

### **251 Designated development**

In addition to any other fees payable under this Division, a maximum fee of \$715 is payable for designated development.

### **252 What additional fees are payable for development that requires advertising?**

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(1) In addition to any other fees payable under this Division, a consent authority may charge up to the following maximum fees for the giving of the notice required for the development:

(a) \$1,665, in the case of designated development,

(b) \$830, in the case of advertised development,

(c) \$830, in the case of prohibited development,

(d) \$830, in the case of development for which an environmental planning instrument or development control plan requires notice to be given otherwise than as referred to in paragraph (a), (b) or (c).

(2) The consent authority must refund so much of the fee paid under this clause as is not spent in giving the notice.

### **252A What additional fees are payable for development that requires concurrence?**

(1) An additional processing fee up to a maximum of \$110, plus a concurrence fee for payment to each concurrence authority, are payable in respect of an application for development that requires concurrence under the Act or an environmental planning instrument.

(2) The consent authority must forward each concurrence fee to the concurrence authority concerned at the same time at which it forwards a copy of the development application to the concurrence authority under clause 59.

(3) The concurrence fee for a development application is not payable:

(a) to any concurrence authority whose concurrence may be assumed in accordance with clause 64, or

(b) to any concurrence authority that has notified the consent authority in writing that payment of the fee is waived, whether generally, in relation to that application or in relation to a class of development applications to which that application belongs.

(3A) A concurrence authority may repay to the consent authority the whole or any part of a concurrence fee paid to it under this clause, in which case the consent authority must remit the amount repaid to the applicant.

(4) The additional processing fee is not payable:

(a) for any application in respect of which concurrence may be assumed in accordance with clause 64 for all of the concurrence authorities concerned, or

(b) for any application made before 1 July 2002.

(5) For the purposes of this clause, the concurrence fee payable to a concurrence authority for a development application is \$250 or such lesser amount as is notified to the consent authority in writing by the concurrence authority, whether generally, in relation to that application or in relation to a class of development applications to which that application belongs.

**253 What additional fees are payable for integrated development?**

(1) An additional processing fee up to a maximum of \$110, plus an approval fee for payment to each approval body, are payable in respect of an application for integrated development.

(2) The consent authority must forward each approval fee to the approval body concerned at the same time at which it forwards a copy of the development application to the approval body under clause 66.

(2A) The approval fee for a development application is not payable to any approval body that has notified the consent authority in writing that payment of the fee is waived, whether generally, in relation to that application or in relation to a class of development applications to which that application belongs.

(2B) An approval body may repay to the consent authority the whole or any part of an approval fee paid to it under this clause, in which case the consent authority must remit the amount repaid to the applicant.

(3) The additional processing fee is payable in respect only of applications made on or after 1 July 2002.

(4) For the purposes of this clause, the approval fee payable to an approval body for a development application is \$250 or such lesser amount as is notified to the consent authority in writing by the approval body, whether generally, in relation to that application or in relation to a class of development applications to which that application belongs.

**254 What if two or more fees are applicable to a single development application?**

If two or more fees are applicable to a single development application (such as an application to subdivide land and erect a building on one or more lots created by the subdivision), the maximum fee payable for the development is the sum of those fees.

**255 How is a fee based on estimated cost determined?**

(1) In determining the fee for development involving the erection of a building, the consent authority must make its determination by reference to a genuine estimate of:

(a) the costs associated with the construction of the building, and

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(b) the costs associated with the preparation of the building for the purpose for which it is to be used (such as the costs of installing plant, fittings, fixtures and equipment).

(1A) In determining the fee for development involving the carrying out of a work, the consent authority must make its determination by reference to a genuine estimate of the construction costs of the work.

(1B) In determining the fee for development involving the demolition of a building or work, the consent authority must make its determination by reference to a genuine estimate of the costs of demolition.

(2) The estimate must, unless the consent authority is satisfied that the estimated cost indicated in the development application is neither genuine nor accurate, be the estimate so indicated.

### **256 Determination of fees after development applications have been made**

(1) The determination of a fee to accompany a development application must be made before, or within 14 days after, the application is lodged with the consent authority.

(2) A determination made after the lodging of a development application has no effect until notice of the determination is given to the applicant.

(3) A consent authority may refuse to consider a development application for which a fee has been duly determined and notified to the applicant but remains unpaid.

### **256A Proportion of development application fees to be remitted to Director-General**

(1) For each development application lodged with a consent authority for development referred to in clause 246 (1) having an estimated cost exceeding \$50,000, an amount calculated as follows is to be set aside for payment to the Director-General for the services referred to in clause 245AA (2) (g), (h) and (i):

$$P = \frac{0.64 \times E}{1,000} - 5$$

where:

P represents the amount to be set aside, expressed in dollars rounded down to the nearest dollar, and

E represents the estimated cost of the development, expressed in dollars rounded up to the nearest thousand dollars.

(1A) Such part of the amount referred to in subclause (1) as is not directed by the Minister to be paid into the Building Professionals Board Fund under section 105 (6) of the Act is to be applied by the Director-General to the services referred to in clause 245AA (2) (g) and (h).

(2) On or before the 14th day of each month, the consent authority must forward to the Director-General the total amount set aside under subclause (1) in relation the development applications lodged with it during the previous month, together with a report in relation to those applications.

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(3) The report referred to in subclause (2) must contain such information, and be prepared in such form, as the Director-General may determine.

### **256B Staged development applications**

The maximum fee payable for a staged development application in relation to a site, and for any subsequent development application for any part of the site, is the maximum fee that would be payable as if a single development application only was required for all the development on the site.

**13. CASH ON HAND AND INVESTMENT REPORT AS AT 31 MAY 2010**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Myrene Lovegrove – Finance Manager  
**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 May 2010.

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

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

As at 31 May 2010 the operational bank account's balance was \$4,198,091.10. The reconciliation of this balance is:

**Operational Account Bank Reconciliation  
As at 31 May 2010**

	\$
<b>Opening Ledger Account Balance as at 1 May 2010</b>	<b>577,196.04</b>
Add: Receipts	4,486,638.58
Add: Recalled Investments	1,500,000.00
Less: New Investments	
Less: Payments	(2,365,743.52)
<b>Closing Ledger Balance as at 31 May 2010</b>	<b>4,198,091.10</b>
 <b>Balance as per Bank Statement as at 31 May 2010</b>	 <b>4,150,925.87</b>
Add: Receipts not banked	69,637.73
Less: Payments not presented	(22,472.50)
<b>Closing Balance of Bank Account</b>	<b>4,198,091.10</b>

Difference (A-B) -

As at 31 May 2010 Walgett Shire Council's investment register's balance was \$3,549,360.80. The balance as per the attached investment report comprised:

Term Deposits	\$2,500,000.00
Callable Range Accrual Notes	\$1,000,000.00
Floating Rate Collateralized Debt Obligation (CDO)	\$ 49,360.80

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During June 2010 cash flow requirements will be assessed and a number of new term deposits will be initiated that comply Council's investment policy and provide access to funds as needed during the next financial year.

The market values disclosed for the Floating Rate Collateralized Debt Obligation (CDO) are market values as at 30 June 2009 and were supplied by the ANZ Group. As at 31 May 2010 Walgett Shire Council's total available cash and invested funds were \$7,747,451.90 represented by:

Working Account Balance	\$4,198,091.10
Investments	\$3,549,360.80

### Cash on Hand and Investment report as at 31 May 2010

**Recommendation:**

That the cash on hand and investment report as at 31 May 2010 be received.

**Moved:****Seconded:**

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Council investments have been made in accordance with the Local Government Act 1993, the regulations and council's investment policy

<u>Investment Institution</u>	<u>Type of Investment</u>	<u>Term (days)</u>	<u>Rate %</u>	<u>Ref</u>	<u>Reset Date</u>	<u>Maturity Date</u>		
<b>Term Deposits</b>								
Australian Defence Credit Union	Term Deposit	91	5.82	620/10		01-Jun-10	\$	500,000.00
Bank of Queensland	Term Deposit	91	5.55	621/10		01-Jun-10	\$	500,000.00
National Australia Bank	Term Deposit	91	5.83	622/10		08-Jun-10	\$	500,000.00
Macquarie Bank	Term Deposit	91	5.50	625/10		29-Jun-10	\$	500,000.00
Local Government Financial Services	Term Deposit	90	5.70	626/10		06-Jul-10	\$	500,000.00
<b>Callable Range Accrual Notes (CRAN)</b>								
Commonwealth Bank of Australia bond	Term Deposit	92	7.50	623/10	16-Jun-10	16-Dec-10	\$	500,000.00
Royal Bank Canada bond	Term Deposit	92	7.70	624/10	16-Jun-10	16-Mar-11	\$	500,000.00
<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	91	6.290		21-Jun-10	20-Jun-15	\$	12,165.59
Helium Capital Ltd	Floating Rate CDO	92	6.073		23-Jun-10	23-Jun-14	\$	2,193.12
Magnolia Finance GLB Ltd	Floating Rate CDO	91	5.740		21-Jun-10	20-Mar-12	\$	35,002.09
							\$	<b>3,549,360.80</b>

**Investment Report as at 31 May 2010**

## **14. PROPOSALS FOR TRAFFIC STUDY OF WEE WAA STREET WALGETT**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Lianne Tasker –Manager Community Development & Tourism  
**FILE NUMBER:** 09/1588

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### **Summary:**

Request for Quotation for a Traffic Study of the conceptual design for Wee Waa Street has been advertised.

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

GMU Design was selected, through an Expression of Interest process in July 2009, with a brief to develop a strategy for the redevelopment of the area along Fox Street between Euroka and Warrena Streets Walgett.

GMU Design conducted an urban study and community consultations in Walgett during August 2009. A conceptual design and draft suggestions for redevelopment were presented to Council on 23 March 2010.

Request for Quotations for a Traffic Study closed on 11 June 2010. The request requires a full review of the aspects of the conceptual design of the project within the study area. Specifically, the ability of the design to develop a designated pedestrian priority zone in Wee Waa Street, with one way slow moving vehicular traffic, is to be addressed.

Respondents to the request will be expected to collect and assess all necessary data to demonstrate the impacts of the proposal and recommend how the proposal might be amended and/or refined to meet traffic management standards acceptable to NSW RTA. This would include, but not be limited to:

- Traffic Volumes/Capacity
- Access for Emergency Service Vehicles
- Access for Goods Vehicles to businesses
- Pedestrian Safety
- Bicycle Safety and access
- Customer access to businesses
- Parking Capacity

Eight (8) responses to the Request for Quotation have been received and will be presented at the July 2010 Council meeting for consideration.

### **Relevant Reference Documents:**

GMU Main Street Beautification Report dated December 2009  
GM Final Presentation of Main Street Beautification March 2010

**Stakeholders:**

Walgett Shire community members, businesses and organisations with an interest in the main street beautification of Walgett

**Financial Implications:**

Nil

<b>Proposals for Traffic Study of Wee Waa Street Walgett</b>
<p><b>Recommendation:</b></p> <p>That the Proposals for Traffic Study of Wee Waa Street Walgett be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

**Attachments:**

Nil

## **15. NATIONAL LOCAL GOVERNMENT AWARD – YOUTH ENGAGEMENT**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Lianne Tasker –Manager Community Development & Tourism  
**FILE NUMBER:** 09/1763

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### **Summary:**

Walgett Shire Council has been awarded the National Local Government Award for Youth Engagement 2010.

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

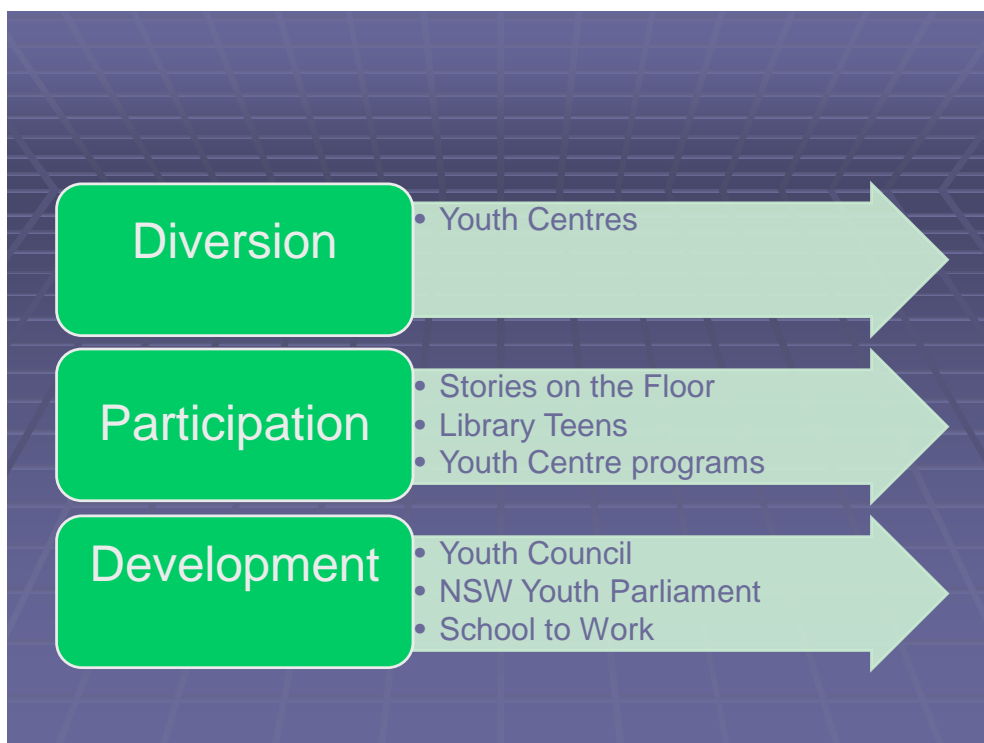
The Awards are organized by the Federal Department of Infrastructure, Transport, Regional Development and Local Government and aim to promote the work of Local Government.

As a category winner Walgett Shire Council is in contention for the *National Award for Excellence* and staff presented to the National Judging panel in Canberra as part of the National Award of Excellence judging process. The National Award for Excellence winners will be announced at a presentation function at Parliament House, Canberra, on 17<sup>th</sup> June.

This Award recognises the innovative work being carried out by Walgett Council in relation to youth engagement. The strategy presented to the judging panel involved Council's holistic and strategic approach, using our Youth Centres, Library programs, School to Work initiative and Youth Council as examples of best practice service delivery and community development work.

The innovative edge to Council's strategy involves providing opportunities and pathways for young people at various levels, rather than responding in a reactive manner. Opportunities provided and encouraged by Council fall under the areas of "diversion", "participation", and "development". This enables progressive opportunities for young people to engage with diversionary activities, begin to make decisions about issues that affect them and finally, develop into informed, active and valued citizens.

The following diagrams formed part of the presentation to the judging panel and outline the Youth Engagement Strategy model. The model ensures that Council is focussed on building the strengths and capacity of our young people to make positive connections, reach their full potential, make healthy transitions into adulthood and develop into engaged community members.



**Relevant Reference Documents:**

Walgett Shire Council Social Plan 2007 – 2010, Walgett Shire Youth Development Youth Strategy 2009 - 2014.

**Stakeholders:**

Walgett Shire community members, organisations and agencies with an interest in the social outcomes of young people residing and visiting, the Walgett Shire

**Financial Implications:**

Nil

National Local Government Award – Youth Engagement
<p><b>Recommendation:</b></p> <p>That the National Local Government Award Youth Engagement report be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

**Attachments:**

Nil

## **16. COMMUNITY DEVELOPMENT AND TOURISM QUARTERLY REPORT (MARCH - MAY 2010)**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Lianne Tasker –Manager Community Development & Tourism  
**FILE NUMBER:** 09/1763

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### **Summary:**

Community Development and Tourism quarterly progress report.

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

#### **Youth**

Youth services are progressing in line with the Walgett Shire Youth Development Youth Strategy 2009 – 2014. The Youth Development Officer will provide a progress report to Council, as a separate report.

#### **Tourism**

Walgett Visitor Information Centre visitors March– May = 300

Lightning Ridge Visitor Information Centre visitors March– May = 4250

#### **Libraries**

Libraries continue to deliver innovative programs including Art Group, After School Teen's Group, holiday activities and book club.

##### *Pre school literacy*

"Stories on the Floor" literacy outreach program continues to visit Namoi, Gingi and Euragai Goondi Women's Group. This project, focussed on children 0-5 and their families and continues to act as a bridge between community members and the Walgett Library.

##### *Waste to Art*

Walgett Library officers facilitated the Shire wide Waste to Art competition 2010, with a record number of participants from the community participating in this event. The event aims to raise awareness of waste minimisation through art.

##### *Babies & Books*

A new program has been introduced to both libraries involving babies and their parents/carers aimed at introducing early reading through song and singing.

##### *After 3pm Teen Literacy Group*

This group continues to grow at both libraries. During the reporting period, 892 children visited the library in Walgett. Hands-on activities are linked to literacy and/or numeracy.

Lightning Ridge experiences approximately 5-10 children per afternoon and a participant from BEST Employment continues to assist with these activities.

*Children's Story Time.*

Sessions continue in both libraries. 443 pre school children visited Lightning Ridge library over the reporting period. Koolyangara Pre School continues to visit Walgett library along with established community playgroups. In addition, library officers visit Collarenebri Pre School on a monthly basis.

*Library visitation*

## New members

	Last quarter	March-May 2010
Lightning Ridge	28	55
Walgett	29	61

## Items borrowed

	Last quarter	March-May 2010
Lightning Ridge	2429	1509
Walgett	1335	2339

## General visitation

	Last quarter	March-May 2010
Lightning Ridge	532	720
Walgett	755	1449

Community Development

- Main Street Beautification project progressed with an Expression of Interest advertised for a Traffic Study of the main street concept design produced by GMU Design. A separate report to Council has been provided.
- Cultural Touring Program progressed with a successful performance of International singer, songwriter and performer, Kristina Olsen in April and Comedian Sean Choolburra in June. Future event involves, Kai Fech, a Senegalese Drumming Group booked for October 2010. Partnership funding has been obtained through Outback Arts CASP to include a series of youth and community workshops.
- Support, collaborative events and community capacity building
- Collarenebri – The community development team is assisting Collarenebri community partners to develop a cultural learning project, "Step by Step". This project aims to facilitate intergenerational cultural connections between Collarenebri young people and Elders.
- Collaborative community events have included Harmony Day, Senior's Week, and International Women's Day. The community development team are currently assisting with NAIDOC week / Reconciliation week celebrations and Drug Action week events.
- Cultural Training – Walgett. The Aboriginal Liaison Officer has assisted the Walgett Local Aboriginal Land Council with cultural group sessions at Namoi and Gingi.
- Facilitation of "Behind Closed Doors", Domestic and Family Violence Awareness Forum, May 17 - 19. Walgett Shire Council Community Development Officer acted as Master of Ceremony for the event.
- A Safety Information Kit has been developed to assist service providers and community members to source information about safety issues.

- Community volunteer programs supported by the Community Development Team, in partnership with Outback Division of General Practitioners and Greater Western Area Health Service include, Aqua fitness, Tai Chi and Mobility program for Aged Care Residents.
- Provision of mentorship and support to Lightning Ridge Easter Festival committee for entertainment at the 2010 event. Support provided to the committee to develop a funding proposal for Festivals Australia for the 2011 festival entertainment.
- Aboriginal Community Development and Reconciliation Plan - preparation for the development of the 2011 – 2014 plan has commenced.
- Aging Population Strategy – Consultation has commenced for the development of Council's Aging Population Strategy.
- Walgett Festival 2010 preparations continue to be facilitated by a community organising committee. The Festival week is set for 8 -14 August and new events will include a High Tea and Chick Pea cooking competition.
- Regional Infrastructure Projects – Round II – Funding has recently been received for round II of the Federal Government's Infrastructure program. Previously selected projects are now underway.

**Relevant Reference Documents:**

Walgett Shire Council Social Plan 2007 – 2010, Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007 – 2010, Walgett Shire Tourism Plan 2009 – 2011, Walgett Shire Youth Development Youth Strategy 2009 - 2014.

**Stakeholders:**

Walgett Shire community members, organisations and agencies with an interest in the social outcomes of people residing, working in, and visiting, the Walgett Shire

**Financial Implications:**

Nil

Community Development and Tourism Quarterly Report (March – May 2010)
<p><b>Recommendation:</b></p> <p>That the Community Development and Tourism quarterly report (March – May 2010) be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

**Attachments:**

Nil

## **17. REPORT ON YOUTH DEVELOPMENT AND SERVICES - FEBRUARY 2010 TO MAY 2010**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** George McCormick – Youth Development Officer  
**FILE NUMBER:** 09/1763

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### **Summary:**

This report presents a brief overview of Youth Development programs and services planned, implemented and completed for the period February 2010 – May 2010.

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

#### **Highlights:**

- National Government Award 2010 – Youth Engagement
- Youth Week 2010 record numbers of participants
- School Holiday Programs – exceptional attendance numbers
- Walgett Youth Centre show awards
- Friday night youth engagement initiative recording increased participation numbers
- Successful implementation of new programs and initiatives
- Acceptance of Youth Council members into NSW Youth Parliament
- Strengthened partnerships with service providers as outlined in Youth Strategy
- Community and organisation participation in Youth Week 2010

#### **Youth centres / after school care:**

Youth Centres across the Shire are all operational with after school care offered from 3.30pm – 6.30pm at Walgett and 3.00pm – 6.00pm, at Lightning Ridge and Collarenebri. Along with regular activities the Walgett youth team, in partnership with Youth off the Streets, are now supporting Country Rugby League / netball afternoons at Number 1 Oval. Attendance numbers of young people at all centres continues to increase.

The Friday night youth engagement initiative, being conducted in Collarenebri and Lightning Ridge, is continuing to record increased numbers of youth attending, an average of (25) twenty five youth are attending in Collarenebri. Lightning Ridge centre has been operating every second Friday night and Walgett Youth Centre is operating on Friday afternoons.

#### **Vacation care services:**

The Shire Youth Development Team Vacation Care services operated for a nine (9) day period from 6<sup>th</sup> – 16<sup>th</sup> April in Walgett, Lightning Ridge, Grawin and Collarenebri. Youth Week 2010 coincided with Holiday programs.

All centres recorded very high attendance numbers and young people engaged in a wide range of programs and initiatives.

Total numbers of two week vacation care program (Inc Youth Week) 6<sup>th</sup> – 9<sup>th</sup> April  
Walgett - 610, Lightning Ridge - 542, Collarenebri – 398, Grawin – 164 with a combined total of 1714

Walgett Youth Centre:

The youth development team workers and young people frequenting the centre have received the 1<sup>st</sup> place award at the recent Walgett Show in the arts and crafts division. The team will continue to engage young people in arts with a vision of entering more local shows and exhibitions.

Youth week 2010 – “Live it now”

The Youth Week programs, implemented in Lightning Ridge, Walgett, Collarenebri and Grawin were received well by the young people with the highest number of youth ever recorded. Record numbers attended at least one of our major events/ initiatives throughout our Shire in recognition and celebration of our young people.

• Walgett	393	
• Lightning Ridge	428	(inc 30 + young people from Goodooga)
• Collarenebri	266	
• Grawin	84	

**TOTAL 171**

*Highlights included –*

- MMAD (Musicians Making a Difference) event -*Walgett* ( 124) youth from Lightning Ridge and Collarenebri were transported to this event (BMX, hip hop , popping, break-dance, graffiti art workshops and Live concert performance by Gosford based team of musicians).
- Kids Protect Your Lids Events - *all centres* - (300) Bike Safety helmets distributed throughout our larger communities.
- Blue Light Goes West Dance Parties –*all centres*- (378)
- Cultural Connections Initiative – *Lightning Ridge* – (126) youth transported from Walgett & Collarenebri to this event.
- Murals in the West - *Collarenebri, Lightning Ridge* - (57)
- Youth Info Sessions - Youth Mental Health Initiative – *all centres* (118)
- Breakfast with the Elders – *all centres*-(71) 34 local Elders from our communities attended these events. It should also be noted that all events throughout our vast Shire were incident free. Young people have been congratulated on the way in which they conducted themselves throughout these events.
- Our youth development team in conjunction with our youth council are hopeful of being nominated in the NSW LGA Youth Week Awards for 2010. Walgett Shire Youth Week 2010 acquittal has been completed and submitted.

NSW Youth Parliament

Both local applicants for the NSW Youth Parliament program were successful. Danielle Rennie and Brent Richards have participated in the first training camp in Sydney and will return in July to present their Bills to Parliament. Danielle's is representing youth of our Shire on the Youth Affairs committee and Brent is representing on the Sport and Recreation committee. These two Youth Council members are the first representatives from the Barwon/Parkes electorate in the seven year history on the Youth Parliament

### Australian Local Government Awards 2010

Walgett Shire Council has been awarded the National Local Government Award for *Youth Engagement* 2010

The National Awards for Local Government are organized by the federal Department of Infrastructure, Transport, Regional Development and Local Government and are designed to recognize, reward and promote the innovative work of Local Government.

Walgett Shire Council as a category winner is in contention for the National Award for Excellence (Small Councils under 15,000 rate payers). The Manager Community Development & Tourism and Youth Development Officer presented to the National Judging panel of the National Awards for Local Government, in Canberra on Tuesday 25 May 2010 as a part of the National Award of Excellence judging.

As a National Category Winner, Walgett Shire Council will be presented with a trophy and certificate at a presentation function to be held at Parliament House, Canberra, on Thursday, 17th June, 2010, when the National Award for Excellence winners will also be announced.

### Graffiti and vandalism

Walgett Shire Youth Development implemented an anti Graffiti initiative during "Clean up Australia Day". Under supervision of youth workers a team of 33 young people of Collarenebri took to the task of painting over and removing graffiti at Lions Park and sites in the main street. In Walgett a team of 13 young people supervised by youth workers targeted Gray Park in Walgett.

The Graffiti Policy intended on being presented to this meeting is still in the development stage and Youth Development Officer is researching and seeking feedback from other Councils. It is envisaged the document will be presented to July Council meeting for review.

### Walgett Shire Youth Council

Due to midterm exams at schools throughout our Shire it has been difficult to identify a suitable meeting time for Youth Council. Youth Development Officer is investigating a suitable time during June.

### Skate parks

Walgett skate/activity park:

- Basketball / Netball Court construction will commence at complex through funding from Walgett Capability Funds. Water bubbler will be installed within the coming week. Following funding through FAHCSIA a shade shelter and seats will be constructed beside the basketball / netball courts.

Lightning Ridge Skate Park:

- Shade shelter constructed through funding from the Lightning Ridge Bush Safari.
- Water bubbler is installed and functional at Lightning Ridge Skate Park.

Collarenebri Skate Park:

- A funding submission through FAHCSIA has been approved to construct a shade shelter beside Skate Park.
- Water bubbler is installed and functional at Collarenebri Skate Park.

Funding submissions

Beyond Blue - Youth Mental Health initiative

Successful funding submission to Beyond Blue – Youth Mental Health this been acquitted.

Staff training and development

Youth Development Team employees have recently completed / attended the Domestic Violence Training Workshop (Behind Closed Doors) in Lightning Ridge. Youth Development Officer completed and awarded Certificate III Community Services/ Youth.

Programs and initiatives

The Youth Development Team is currently in the process of working in partnership with the University of Western Sydney's Rural Health Club RHUWS.

The project involves a program for student health professionals to visit the three larger schools and youth centres. The Rural High School Visit (RHSV) program is a National Rural Health Students Network (NRHSN) initiative run nationally by Rural Health Clubs in each State and Territory. Clubs visit country high schools throughout their State and Territory to promote health careers to high school students. Research indicates that students from country towns are more likely to return to a rural setting to practice after graduating.

Vacation Care – July 2010

During up and coming July holiday program visits from the Storm Co crew will again be offered to young people. At this stage three troops will spend a full week in the communities of Walgett, Lightning Ridge and Collarenebri. Along with arts, crafts and sports focused events, programs will include dance parties and health and well being workshops.

**Relevant Reference Documents:**

Walgett Shire Council Management Plan 2008 / 2009 – 2012 / 2015

Walgett Shire Youth Development Youth Strategy 2009 / 2013

Walgett Shire Youth Council Constitution 2008

**Stakeholders:**

Walgett Shire Council

Youth Development Team

Youth and Young people of Walgett Shire

Walgett Shire Communities

**Financial Implications:**

Budgeted for in 2009 – 2010 budget

**Report on Youth Development and Services February 2010 to May 2010**

**Recommendation:**

1. That the report on Youth Development and Services for the period February 2010 – March 2010 be noted.

**Moved:**

**Seconded:**

**Attachments:**

Walgett Shire Youth Week Acquittal 2010 (One acquittal available to view on the day)

## **18. COMMUNITY SERVICES- EXTERNAL GRANTS RECEIVED**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Lianne Tasker– Manager Community Development & Tourism  
**FILE NUMBER:** 10/246

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### **Summary:**

Council has received grant funding from the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) to facilitate three youth related projects in Walgett. This report provides an overview of those grants.

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

Council has received funding from FaHCSIA, under its Indigenous Communities Strategic Investment Funding, in the amount of \$145,000. The grants are specifically for youth development in Walgett as follows:

1. Shelter and seating for the basketball courts which are to be constructed at the Skate Park facility, Walgett - \$40,000.
2. Sporting and other equipment for the Walgett Youth Centre - \$20,000.
3. Youth Worker project aimed at assisting young people to connect to healthy recreational options. This will involve employment of youth workers to facilitate weekend sporting opportunities for young people in Walgett - \$85,000.

### **Relevant Reference Documents:**

Walgett Shire Council Community Plan 2010-2014  
Aboriginal and Torres Strait Islander Reconciliation Plan 2007- 2010  
Walgett Shire Youth Development Strategy 5 Year Plan 2009-2014

### **Stakeholders:**

Walgett community members, visitors and young people

### **Financial Implications:**

Nil

Community Services – External Grants Received
<p><b>Recommendation:</b></p> <p>1. That the Community Services External Grants Received report be received.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>



**Attachments:**

Nil

## **19. COMMUNITY DEVELOPMENT WORKER POSITION**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Carole Medcalf –Director Corporate and Community Services  
**FILE NUMBER:** 09/1763

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### **Summary:**

This report was presented at the May 2010 Council meeting where a motion was carried that this item would be deferred for consideration at the June 2010 Council meeting.

The position of Community Development Officer (CDO) was endorsed by Council for a twelve (12) month period. This report provides a review of the position and makes a recommendation for the retention of the position within the Community Development Team.

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

At the 24 March 2009 Council meeting the recommendation was made that the vacant Visitor Information Centre position be transferred to a CDO position, pending review after twelve (12) months time. The CDO role with Walgett Shire Council was developed to;

- Facilitate social, cultural, recreational and community development opportunities within the Walgett Shire local area.
- Deliver objectives and strategies of the Walgett Shire Social and Community Plan.

The CDO sits within the Community Development Team which is made up of;

- Aboriginal Community Liaison Officer (ACLO) – This role deals specifically with Aboriginal issues and contributes to the development and implementation of the Aboriginal and Torres Strait Islander Reconciliation Plan.
- Youth Development Officer (YDO) – The YDO and team of youth workers implement the Walgett Shire Council's Youth Development Strategy. These workers focus on children and young people aged 5 – 18 years old.

The existing positions, outlined above, focus on children, youth and Aboriginal people, leaving a significant gap in community development services to the remainder of the community. The gap is significant for the following reasons;

- *Domestic violence*  
Out of the 120 LGAs in the north western statistical area, Walgett is ranked second highest for incidences of domestic violence related assault\*. Violence against women affects the whole community and is a crime that requires an integrated community response.
- *Other crime*  
Out of the 120 LGAs in the north Western statistical area, Walgett is ranked first highest for break and enter – dwelling, second highest for incidences of non domestic violence related assault and third highest for incidences related to break and enter –non dwelling and liquor offences\*.

*\*Bureau of Crime Research and Statistics> LGA rankings> 2009.*

- *Culturally and linguistically diverse community (CALD)*  
Lightning Ridge has a significant CALD community who are under resourced by service providers. Council has a responsibility to make multicultural principles and objectives part of core business through the implementation of a Multicultural Policies and Services Plan (MPSP).
- *Community capacity building*  
It is widely accepted that a community that has opportunity to interact, develop and build their skills will produce healthy and resilient citizens. This includes providing opportunities for cultural expression that are reflective of community need.

The points above summarise areas requiring significant community development work that could not be addressed by the ALO and YDO alone.

#### Review of CDO role

To date, the existence of the CDO position has enabled the Community Development Team to address the above critical community issues as follows;

Community issue	Progress
Domestic violence	<p>Throughout Walgett Shire, partnerships have been developed and strengthened;</p> <p>Yawarra Meamei Women's Group, Lightning Ridge (planning &amp; participation in White Ribbon Week and Reclaim the Night march, Lightning Ridge)</p> <p>Walgett Domestic Violence Prevention Legal Service (planning and participation, Reclaim the Night march, Walgett)</p> <p>Networking with established and new service providers to promote understanding of domestic violence related issues in Walgett Shire, through Interagency Meetings at Lightning Ridge and Walgett. Early Childhood Network, Walgett, and Early Childhood Interagency in Lightning Ridge.</p> <p>Support and advocacy for availability of forensic collection of evidence for victims of rape in Walgett Shire through Lightning Ridge Health Advisory Council, and other agencies.</p> <p>Event convener for Behind Closed Doors, Domestic &amp; Family Violence Awareness Forum. May 17 – 19th 2010.</p>

Community Issue	Progress
Other crime	<p>Active involvement with the Lightning Ridge Crime Safety Committee in the development and review of the Lightning Ridge Crime Safety Plan.</p> <p>A crime safety plan project, in accordance with the Attorney General's Department guidelines has been developed. This project is ready to progress, following consultation with Police and other stakeholders.</p> <p>A safety information tool has been developed to assist service providers and community members to obtain resources and information regarding safety issues.</p> <p>Co – ordination of the Walgett Community Drug Action Team to support and develop harm minimisation approaches to drug and alcohol issues.</p> <p>Research has been carried out to determine best practice models for the proposed Walgett Community Patrols Project.</p>
Culturally and linguistically diverse community (CALD)	<p>A strong working relationship has been continued with the Lightning Ridge Trans Cultural Community Council Inc., (LRTCC) and their service, the Migrant Information and Referral Service including:</p> <ul style="list-style-type: none"> <li>• Multicultural mapping project - this project will help to determine more accurately the diversity of the CALD community in Walgett Shire, the assets the CALD community bring to the Shire and the services which are required.</li> <li>• Aged population survey – in partnership with LRTCC Council will gain information regarding the ageing population of older people with CALD backgrounds. This information will assist Council with strategic planning.</li> <li>• Involvement with planning and implementation of multi-cultural celebrations and events such as Harmony Day.</li> </ul>

Community Issue	Progress
Community capacity building	<p>Lightning Ridge Gym – assistance with service sustainability by sourcing and initiating appropriate training for volunteers.</p> <p>Assisting organisations to source and apply for funding opportunities including Lightning Ridge Olympic Pool Inc (Electrical work for Lightning Ridge Indoor Swimming, Diving &amp; Climbing Centre), Lightning Ridge Easter Festival Committee (2011 Lightning Ridge Easter Festival).</p> <p>Expand community access to Library services, with a program for pre-school children and their parents and carers in Lightning Ridge</p> <p>Provide opportunity for cultural development including community interest groups and co-ordination of touring performers to the Shire.</p> <p>Working with organisations and agencies to develop event facilitation (Children's Week celebrations, Harmony Day celebrations, International Women's day, Seniors Week, International Day of People with a Disability function).</p>

#### Future of the CDO role

Council is required to consult with community members, understand community quality of life and develop equitable responses to community needs. The draft Community Plan 2010 -2014 provides for a number of actions that are a result of community consultation. The Community Plan addresses the whole community and, while many actions will be facilitated under the Youth Strategy and Aboriginal and Torres Strait Islander Reconciliation Plan, there are many areas identified by community that require ongoing and focussed community work.

Best practice community development approaches involve long term relationship building and a commitment to working alongside communities. The creation of the CDO role has enabled focussed community development to commence. In order to reach the desired social indicators, outlined in the Community Plan 2010-2014, it is critical that progress be continued.

The CDO role within the Community Development Team demonstrates Council's long term commitment to genuine community building and to fulfilling the actions outlined in the Community Plan 2010-2014.

#### **Relevant Reference Documents:**

Walgett Shire Council Community Plan 2010-2014  
 Aboriginal and Torres Strait Islander Reconciliation Plan 2007- 2010  
 Walgett Shire Youth Development Youth Strategy 5 Year Plan 2009-2014

#### **Stakeholders:**

Walgett Shire community members

**Financial Implications:**

Nil

<b>Community Development Worker Position</b>
<p><b>Recommendation:</b></p> <p>1. That the Community Development Officer position be made a permanent position within the Community Development Team.</p> <p><b>Moved:</b> <b>Seconded:</b></p>



**Attachments:**

Nil

## **20. DEVELOPMENT AND COMPLYING DEVELOPMENT APPLICATIONS**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services  
**FILE NUMBER:** 09/1367

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### **Summary:**

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

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

The table following this report provides details of Development Applications (DA) and Complying Development Certificate (CDC) applications dealt with under delegated authority by the Director Planning and Regulatory Services and General Manager during May 2010.

Document type 20 represents Development Applications, while document type 24 represents Complying Development Certificates.

### **Relevant Reference Documents:**

Files for the respective Development and Complying Development Certificate applications

### **Stakeholders:**

Public and applicants

### **Financial Implications:**

Nil

<b>Development and Complying Development Certificate Applications</b>
<p><b>Recommendation:</b></p> <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none"><li>Note the report on Complying Development Certificate and Development Applications dealt with under delegated authority by the Director Planning and Regulatory Services or General Manager during May 2010.</li></ol> <p><b>Moved:</b> <b>Seconded:</b></p>



### **Attachments:**

A – Report on DAs and CDCs issued during May 2010

AUTHORITY		Determined Applications			
06/02/2010	Parameters:	Date Range:Y Start Date:1/05/2010 End Date:31/05/2010 As At Date:	Document Type: Officer:ALL Number of Days:0 Stop The Clock:Yes	Page:1	
Document	Applicant Name / Address	Development Type Property Address Title Owner	Determination	Determined	Received
Document Type: 26					
Stop the Clock Total Elapsed Calendar Days: 33 Calendar Stop Days: 0 Adjusted Calendar Days: 33					
020/2010/000000010/001		10 Class 1a--Single Dwelling/Dual Occupancy Alma ST BURREN JUNCTION LOT: 5 SEC: 2 DP: 758199 Mr S P & Mrs G M Josephs	Approved - Staff Delegation	03/05/2010	01/04/2010
Stop the Clock Total Elapsed Calendar Days: 26 Calendar Stop Days: 0 Adjusted Calendar Days: 26					
020/2010/000000011/001		160 Subdivision/Consolidation Farmland LOT: 2 DP: 1073941 Bijar Pty Ltd & Mr M Simshauser	Approved - Staff Delegation	03/05/2010	08/04/2010
Stop the Clock Total Elapsed Calendar Days: 33 Calendar Stop Days: 0 Adjusted Calendar Days: 33					
020/2010/000000012/001		150 Class 10b - Fence/Antenna/Other Shinracker ST LIGHTNING RIDGE LOT: 18 DP: 263351 Mr B H King	Approved - Staff Delegation	17/05/2010	15/04/2010
Stop the Clock Total Elapsed Calendar Days: 36 Calendar Stop Days: 0 Adjusted Calendar Days: 36					
AUTHORITY					

## AUTHORITY

## Determined Applications



06/02/2010      Parameters:      Date Range: Y      Document Type:      Page: 2  
 Start Date: 1/05/2010      Officer: ALL  
 End Date: 31/05/2010      Number of Days: 0  
 As At Date:      Stop The Clock: Yes

Document	Applicant Name / Address	Development Type	Determination	Determined	Received
Document Type: 20 020/2010/00000013/001	142    Class 10a - Shed Mining    LIGHTNING RIDGE LOT: 1 DP: 1103508 WLL: 14607 Lightning Ridge Opal & Fossil Centre Incorporated		Approved - Staff Delegation	24/05/2010	19/04/2010

Officer: Ms J R Babic      Average Elapsed Calendar Days: 32.00      Total Elapsed Calendar Days: 128.00  
 Number of Applications: 4      Average Calendar Stop Days: 0.00      Total Calendar Stop Days: 0.00  
 Average Adjusted Calendar Days: 32.00      Total Adjusted Calendar Days: 128.00

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

Document Type: 24	Stop the Clock	Total Elapsed Calendar Days: 34 Calendar Stop Days: 26 Adjusted Calendar Days: 8			
024/2010/00000015/001	10    Class 1a - Single Dwelling/Dual Occupancy 58 Butterfly AV LIGHTNING RIDGE LOT: 4 SEC: 33 DP: 758612 WLL: 11704 Mr A Ujhelyi		Approved - Staff Delegation	11/05/2010	08/04/2010

Officer: Mr A Wilson      Average Elapsed Calendar Days: 8.00      Total Elapsed Calendar Days: 34.00  
 Number of Applications: 1      Average Calendar Stop Days: 26.00      Total Calendar Stop Days: 26.00  
 Average Adjusted Calendar Days: 8.00      Total Adjusted Calendar Days: 8.00

## AUTHORITY

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## **21. FORMER WALGETT RAILWAY BUILDING**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Director Planning and Regulatory Services, Matthew Goodwin  
**FILE NUMBER:** 09/1165

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### **Summary:**

In 2008 Scott and Sarah Wickman accepted ownership of the former Walgett railway station building from Walgett Shire Council. Recently they wrote to Council and advised that they cannot proceed with the re-use of the building. It is recommended that Council resume ownership of the building and proceed with its demolition at the earliest opportunity.

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

At a meeting held on 28 October 2008 Walgett Shire Council considered a report on the former Walgett railway station building. The building was owned by Council and had been stored on the property "Belmont", about 2 km north of Walgett, since 1994. Council resolved to:

1. Write to Mrs and Mrs Scott Wickman to:

- (a) State that Walgett Shire Council has accepted their offer to takeover ownership of the former Walgett Railway Station building, as proposed in their letter dated 1st September 2008. Council's acceptance is based on the building being reused to extend their house on the "Kiel Kiel" property and that there will be no cost to Council.
- (b) Request that they:
  - (i) Confirm in writing that they accept ownership of the building.
  - (ii) Indicate a date by which the building will be moved to the "Kiel Kiel" property, while noting that Walgett Shire Council prefers that the building be moved as soon as possible.
  - (iii) Confer with Walgett Shire Council's Heritage Advisor, Ray Christison, regarding the adaptation of the building and the conservation of materials.
  - (iv) Create a full photographic record of the building's relocation and adaptation, and provide a copy of this record to Walgett Shire Council.
- (c) Note that prior to using the building to extend the existing house, Council approval will be required via a Complying Development Certificate application to ensure the extension complies with the Building Code of Australia.

2. Write to the Walgett District Historical Society Inc and Lightning Ridge Calweld Drill Hire thanking them for their expressions of interest regarding the former Walgett Railway Station Building and informing them of the above resolution.

Mr and Mrs Wickman subsequently accepted ownership of the building in a letter dated 19 November 2008.

Recently the landowner of "Belmont", Wyn Lyons, contacted Council's Director of Planning and Regulatory Services to inquire when the building would be removed. Subsequently Mr and Mrs Wickman wrote to Council on 20 May 2010 indicating that they were unable to take up ownership of the building in accordance with their original intentions (Attachment A). Given that Mr and Mrs Wickman have not done anything with the building, and it previously belonged to Council, it would be appropriate for Council to resume ownership of the building.

In 2008 Walgett Shire Council advertised for two months seeking expressions of interest for the reuse or demolition of the building. Only three expressions of interest were received, as follows:

- Mrs and Mrs Scott Wickman - Proposed to relocate building to the "Kiel Kiel" property and use it as an extension to an existing home. No cost to Walgett Shire Council.
- Walgett District Historical Society Inc - Various tentative proposals offered with no indication of cost implications for Council.
- Lightning Ridge Calweld Drill Hire - Offered to demolish and remove the building if Walgett Shire Council pays \$2,500.

When contemplating options for the future of the building, it is relevant to note that:

- The State Rail Authority donated the building to the Walgett Shire Council in 1994, because it was no longer in use and surplus to its needs.
- About 1994 the building was moved from the inactive railway line site to the "Belmont" property. It appears that it was intended that the building should be temporarily stored at this site until a viable use was identified for it.
- No maintenance has been undertaken on the wooden building since 1994 and it is progressively decaying.
- Several tentative proposals for reusing the building have arisen, but no significant funding sources have been identified.
- No viable business case for an alternative use has been identified.
- Council's Senior Health and Building Surveyor, Len Smyth, inspected the building in 2008 and provided an estimate of \$100,000 to relocate and renovate the building (not including any fit out costs). He also indicated that it would be more cost effective to construct a new purpose designed building than to reuse this building.
- Council owns a number of relatively old buildings that require ongoing maintenance expenditure. Examples include the former Council Chambers, the old Masonic Hall and several town/village halls.
- Public buildings under Council management incur significant regulatory and duty of care obligations.
- The building was not proposed for listing as an item of local heritage because it is not 'fixed' on a site. As a result the local heritage fund cannot be used to assist with funding relocation and renovation.
- It remains desirable for Council to make progress toward having the building removed from the private land where it is presently located.

Given the history of the building and its condition, it appears quite unlikely that a cost effective use can be found for it.

Council's Heritage Advisor, Ray Christison (Highground Consulting), has been consulted regarding the proposed demolition (Attachment B).

#### **Relevant Reference Documents:**

Minutes and agenda of Walgett Shire Council meeting held on 15 July 2008, which address issues associated with the former Walgett railway station building.

Minutes and agenda of Walgett Shire Council meeting held on 28 October 2008, which address issues associated with the former Walgett railway station building.

Letter dated 19 November 2008 from Scott and Sarah Wickman to Walgett Shire Council accepting ownership of the building.

Letter dated 20 May 2010 from Scott and Sarah Wickman to Walgett Shire Council indicating that they are unable to take ownership of the building.

**Stakeholders:**

Walgett Shire Council, Wyn Lyons, Scott and Sarah Wickman

**Financial Implications:**

There are no funds available within the current budget to enable the demolition. Based on the previous offer from Lightning Ridge Calweld Drill Hire, it is expected that demolition of the building will cost about \$2,500 to \$3,000.

**Former Walgett Railway Station Building**

**Recommendation:**

That Walgett Shire Council resolve to:

1. Note the letter dated 20 May 2010 from Scott and Sarah Wickman indicating they are unable to take up ownership of the former Walgett railway station building in accordance with their original intentions.
2. Write to Scott and Sarah Wickman thanking them for their efforts to re-use the former Walgett railway station building and state that Walgett Shire Council has now resumed ownership of the building.
3. Proceed with the demolition and removal of the former Walgett railway station building at the earliest opportunity.
4. Fund the demolition via a \$3,000 increase in the expected 2009-2010 budget deficit.
5. Write to Wyn Lyons indicating that Walgett Shire Council will make arrangements for the building to be demolished and removed from the "Belmont" property at the earliest opportunity.

**Moved:**

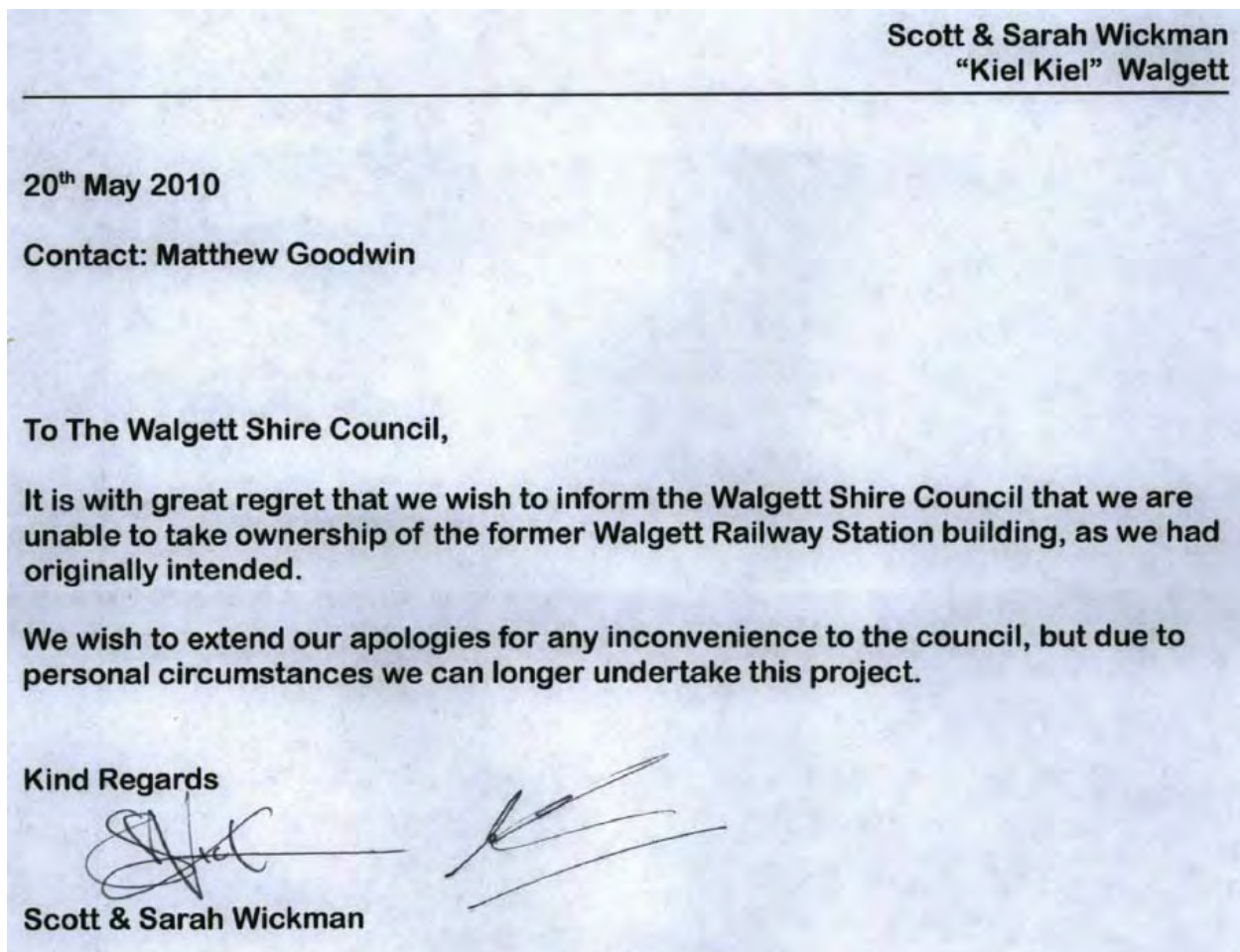
**Seconded:**

**Attachments:**

A – 20 May 2010 letter from Scott and Sarah Wickman

B – 4 June 2010 e-mail from Council's Heritage Advisor, Ray Christison

Attachment A – 20 May 2010 letter from Scott and Sarah Wickman



Attachment B – 4 June 2010 e-mail from Council's Heritage Advisor, Ray Christison.

**Matt Goodwin**

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**From:** Ray Christison [highground@swiftdsl.com.au]  
**Sent:** Friday, 4 June 2010 1:03 PM  
**To:** Matt Goodwin  
**Cc:** Janet Babic; Len Smyth; Andrew Wilson  
**Subject:** TRIM: Re: Report to 28 June 2010 Council meeting on the former Walgett Railway Station Building

**TRIM Record Number:** 09/1165/027

Hello Matthew,

Do you require a formal response form me?

I don't really have much more to say on top of what you have included in the submission to Council. I support the proposed actions in relation to the building.

Regards  
Ray

On 4/06/10 11:53 AM, "Matthew Goodwin" <[MGoodwin@Walgett.nsw.gov.au](mailto:MGoodwin@Walgett.nsw.gov.au)> wrote:

Ray,

Can you please consider the attached draft report which I intend to submit to the 28 June 2010 meeting of Walgett Shire Council.

Please let me know if you have any comments or suggestions.

Regards,

Matthew Goodwin  
Director Planning & Regulatory Services  
Walgett Shire Council

Ph: 6828 6120

Ray Christison  
Managing Director  
High Ground Consulting  
Tel: 02 6353 1812  
Web: [www.higround.com.au](http://www.higround.com.au)

## **22. WALGETT SHIRE LOCAL APPROVALS POLICY**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Director Planning and Regulatory Services, Matthew Goodwin  
**FILE NUMBER:** 09/1582

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### **Summary:**

The Draft Walgett Shire Council Local Approvals Policy was recently placed on exhibition with provisions to exempt camping at the Burren Junction Bore Baths site (lot 49, DP 40744 and lot 1, DP 181329) from requiring approval under section 68 of the Local Government Act 1993, if the site is owned by Walgett Shire Council. It is recommended that Council adopt the policy and proceed with its implementation.

### **Discussion (including issues and 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 approval is not required under Section 68 of the LGA (exemptions).
- 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.

At a meeting held on 23 March 2010, Walgett Shire Council resolved to place the Draft Walgett Shire Council Local Approvals Policy (March 2010 LAP) on public exhibition and invite written submissions regarding the draft policy. The key change in the draft policy was a provision to exempt camping at the Burren Junction Bore Baths site (lot 49, DP 40744 and lot 1, DP 181329) from requiring approval under section 68 of the Local Government Act 1993 if the site is owned by Walgett Shire Council. The new provision is included with this report as Attachment A.

Walgett Shire Council previously adopted a LAP (July 2009 LAP) at a meeting held on 28 July 2009 and received a letter dated 4 January 2010 from the Deputy Director General (Local Government) that the following exemption provisions within the July 2009 LAP had been consented to (Consent 91, ref. A190658):

- D1 – Community land - Engage in a trade or business (section 2.2.1 of July 2009 LAP).
- D2 – Community land - Direct or procure entertainment for public (section 2.2.2 of July 2009 LAP).
- D4 – Community land - For fee or reward, play a musical instrument or sing (section 2.2.3 of July 2009 LAP).
- D5 – Community land - Use a loudspeaker or sound amplifying device (sections 2.2.4 and 2.2.5 of July 2009 LAP).
- E2 – Public roads - Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road (section 2.2.6 of policy).

- F7 – Other activities - Use a standing vehicle or any article for the purpose of selling any article in a public place (section 2.2.9 of policy).

In a letter dated 4-8-2009 the Department of Local Government indicated it had referred proposed exemption provisions for F4 and F5 activities to the Director General of the Department of Planning so that they could be dealt with under delegated authority. At the time this report was being prepared (31-5-2010), the Director General had not yet consented to the proposed F4 and F5 exemptions. As a result, the following exemption provisions have no effect until consent is issued:

- F4 – Other activities - Install a domestic oil or solid fuel heating appliance, other than a portable appliance (section 2.2.7 of policy).
- F5 – Other activities - Install or operate amusement devices (within the meaning of the Construction Safety Act 1912) (section 2.2.8 of policy).

The March 2010 LAP was placed on public exhibition from 29 March 2010 until 10 May 2010 (43 days) and advertised via:

- A letter dated 25-10-2010 to the Burren Junction Precinct Committee.
- Letters dated 25-10-2010 to the proprietors of the Burren Junction Service Station and the Junction City Hotel. These businesses were perceived to have a potential interest in the proposal to exempt camping at the Burren Junction Bore Baths site from requiring section 68 approval.
- Advertisements in the Walgett Spectator on 31-3-2010, 14-4-2010 and 28-4-2010.
- Advertisements in the Lightning Ridge News on 1-4-2010, 15-4-2010 and 29-4-2010.
- Walgett Shire Council's web site.

The advertisements and letters indicated that copies of the March 2010 LAP were available from Council's web site and by request from the Walgett office of Council. No submissions were received during the public exhibition period.

Remaining matters that need to be addressed to enable the March 2010 LAP to be implemented are summarised below:

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 LAP 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, as described above (LGA S.161(2)).
4. Approval of the Deputy Director General (Local Government) for 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)).

#### **Relevant Reference Documents:**

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.

#### **Stakeholders:**

Public, Walgett Shire Council, Department of Local Government

**Financial Implications:**

There are no significant financial implications known, or likely, as a result of the recommended resolution.

**Walgett Shire Local Approvals Policy**

**Recommendation:**

That Walgett Shire Council resolve to:

1. Adopt the Walgett Shire Council Local Approvals Policy, as publicly exhibited from 29 March 2010 to 10 May 2010.
2. Write to the Deputy Director General (Local Government), of the Department of Premier and Cabinet:
  - (a) Requesting consent for parts of the Walgett Shire Council Local Approvals Policy (March 2010 version) relating to local exemptions from the necessity to obtain activity approvals under Section 68 of the Local Government Act 1993.
  - (b) Noting that the Director General from the Department of Planning has not yet consented to the F4 and F5 activity exemption provisions, as proposed in the July 2009 version of the Walgett Shire Council Local Approvals Policy. Also, noting that these exemption provisions are also contained in the March 2010 version of the policy.
  - (c) Requesting that the Deputy Director General (Local Government), of the Department of Premier and Cabinet remind the Director General of the Department of Planning that Walgett Shire Council is waiting for consent for the F4 and F5 activity exemptions contained in the Walgett Shire Council Local Approvals Policy.
3. If consent is obtained from the respective Director General's for the local exemptions within the Walgett Shire Local Approvals Policy, then give public notice of the adoption of the March 2010 version of Walgett Shire Council Local Approvals Policy via advertisements in the Lightning Ridge News and the Walgett Spectator newspapers.

**Moved:**

**Seconded:**

**Attachments**

A – Draft Walgett Shire Council Local Approvals Policy clause to exempt the Burren Junction Bore Baths camp site from approval under section 68 of the Local Government Act 1993

A – Draft Walgett Shire Council Local Approvals Policy clause to exempt the Burren Junction Bore Baths camp site from approval under section 68 of the Local Government Act 1993

### 2.2.7 Exemptions – Operate a caravan park or camping ground (F2 Activity)

Exemption from approval to operate a caravan park or camping ground is available for Walgett Shire Council (Activity F2) in the circumstances specified below

- (a) The activity is being undertaken on lot 49, DP 40744 and lot 1, DP 181329 at the Burren Junction Bore Baths.

**NOTE:** *Camping has occurred within these lots, which adjoin the Burren Junction Bore Baths, since about 1929.*

- (b) Male and female toilets are maintained in a serviceable and safe condition.

- (g) The on site sewage management system is operated and maintained so that in normal operating conditions:

- (i) Nutrients, contaminants, pathogens, insects or vermin are not dispersed from the system.
- (ii) The system must not discharge into any watercourse or onto any land other than its related effluent application area.
- (iii) Persons cannot come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned.

**NOTE:** *Normal operating conditions do not include circumstances such as a fire, flood, storm, earthquake, explosion, accident, epidemic or warlike action.*

## **23. HERITAGE ACTIVITIES AND REPORTING 2009-2010**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services  
**FILE NUMBER:** 09/1165

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### **Summary:**

This report provides an overview of the activities of Walgett Shire Council's Heritage Advisor, Ray Christison, during 2009-2010. The Heritage Strategy Report 2009-2010 and a draft Walgett Shire Council Heritage Strategic Plan 2010-13 are also included. It is recommended that Council note the information provided and adopt the Walgett Shire Council Heritage Strategic Plan 2010-13, as submitted.

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

#### HERITAGE ADVISOR ACTIVITIES 2009-2010

Council's Heritage Advisor Ray Christison is engaged to implement Council's Heritage Strategy and to provide advice to owners of heritage properties. During 2009-2010 he has worked with owners of heritage buildings to ensure good outcomes for their properties, provided advice to Council on development applications affecting heritage items, and undertaking a review of the 2008 Community-Based Heritage Study and draft LEP Heritage Schedule.

Achievements during 2009/2010 include:

- Commencement of a complete review of draft LEP Heritage Schedule to ensure that the list is sustainable. To date 17 properties in Carinda, Collarenebri and Lightning Ridge have been visited as part of this review.
- Provision of advice on the management of heritage items within the shire, including:
  - ~ Angledool Meat House
  - ~ Bungalow, Earl Street, Collarenebri
  - ~ Come-By-Chance Hall
  - ~ Epping Woolshed, Come-By-Chance
  - ~ Glenburnie Homestead, Burren Junction
  - ~ Old Post Branch, Lightning Ridge
  - ~ Sacred Heart Catholic Church, Carinda
  - ~ Walford House, Lightning Ridge
- Advice provided on developments affecting heritage places, including:
  - ~ 24 Pitt Street, Walgett
  - ~ 56 Warrena Street, Walgett
  - ~ Shops, Wee Waa Street, Walgett
  - ~ Wilson Street, Collarenebri
  - ~ Morilla Street, Lightning Ridge
- Recording of additional heritage places, including:
  - ~ Carinda Pioneer Cemetery
  - ~ Ivanhoe Homestead, Collarenebri
  - ~ Ivanhoe Woolshed, Collarenebri
  - ~ Walgett General Cemetery
- Discussions regarding a Preserved Opal Fields Heritage Study.
- Development of a 2010/2013 Heritage Strategy.

HERITAGE REPORTS AND GRANTS 2009-2010

The Heritage Branch of the Department of Planning requires annual reports to be prepared by council's Heritage Advisor on the implementation of Council's Heritage Strategy and the operation of the Local Heritage Fund. Council receives annual grants from the Heritage Branch, one to assist with costs incurred in retaining a Heritage Advisor and another to facilitate local heritage projects. These grants are paid after satisfactory reports have been submitted to the Heritage Branch.

Ray Christison has prepared the attached Heritage Strategy Annual Report 2009-2010 (Attachment A) and Local Heritage Fund Annual Report 2009-2010 (Attachment B).

DRAFT WALGETT SHIRE COUNCIL HERITAGE STRATEGIC PLAN 2010-13

A condition of the grants that Council receives from the Heritage Branch of the Department of Planning, is that Council must prepare, adopt and implement a Heritage Strategy. The strategy must be based on the Heritage Branch publication, 'Recommendations for Local Council Heritage Management'.

A draft Walgett Shire Council Heritage Strategic Plan 2010-13 is included with this report as Attachment C.

**Relevant Reference Documents:**

Report of the Community Based Heritage Study of Walgett Shire.  
Letter dated 20 November 2008 from Heritage Branch, Department of Planning which details the funding offer for 2009-2010.

**Stakeholders:**

Owners of items proposed for listing as items of local heritage, Walgett Shire Council, public.

**Financial Implications:**

Receipt of the Walgett Heritage Advisor grant of \$7,000 and the Walgett Local Heritage Fund grant of \$6,400 for 2009-2010 from the Heritage Branch of the Department of Planning is conditional upon Council submitting the appropriate reports and plan (Attachments A, B and C).

**Heritage Activities and reporting 2009/2010**

**Recommendation:**

That Walgett Shire Council resolve to:

1. Note the report on the activities of Walgett Shire Council's Heritage Advisor, Ray Christison, during 2009-2010.
2. Endorse and adopt the following documents, as prepared by Walgett Shire Council's Heritage Advisor, Ray Christison:
  - (a) The Walgett Shire Heritage Strategy Annual Report 2009-2010.
  - (b) The Walgett Shire Local Heritage Fund Annual Report 2009-2010.
  - (c) The Walgett Shire Council Heritage Strategic Plan 2010-13.
3. Submit the adopted documents to the Heritage Branch of the Department of Planning.

**Moved:**

**Seconded:**

**Attachments:**

- A – Draft Walgett Shire Heritage Strategy Annual Report 2009-2010
- B – Draft Walgett Shire Local Heritage Fund Annual Report 2009-2010
- C – Draft Walgett Shire Council Heritage Strategic Plan 2010-13

Attachment A – Walgett Shire Heritage Strategy Annual Report 2009-2010



**Your Council name:** Walgett Shire Council

**NSW Heritage Grants**

**Local Government Heritage Management Program**

**Template for Heritage Strategy Annual Report 2009-2010**

**Background**

A requirement of the *NSW Heritage Grants* Local Government heritage advisor program is that each Council must prepare, adopt and implement a three year Heritage Strategy for 2008/9 to 2010-11. This strategy must be based on the Heritage Branch Department of Planning publication, '*Recommendations for local council heritage management*'.

**Local government heritage advisor annual reporting requirements for 2009-10**

As part of the funding agreement for your heritage advisor, Council must prepare and submit an annual report on the implementation of your Council's Heritage Strategy to your local Council and the Heritage Branch by 30 May each year. Generally this report will be prepared by your Council's heritage advisor and heritage officer.

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

The 2009-10 heritage strategy annual report template outcomes and indicators are based on a standardised heritage strategy developed from the '*Recommendations for local council heritage management*' publication available on the Heritage Branch website at [www.heritage.nsw.gov.au](http://www.heritage.nsw.gov.au) and search the publications.

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

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

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

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

**Lodging your heritage strategy annual report**

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

1. Lodged with your Council for adoption.
2. Lodged with the Heritage Branch along with claims for payment by 30 May each financial year.

## Recommendation 1

Establish a heritage committee to deal with heritage matters in your area

### Outcome 1 (Caring for our heritage)

Increased community participation, awareness and appreciation of heritage in the local area

#### Key Performance Indicators

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

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results?  
Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue with existing arrangements.

## Recommendation 2

Identify the heritage items in your area and list them in your local environmental plan.

### Outcome 2 (Knowing and valuing our heritage)

Increased knowledge and proactive management of heritage in your local area

#### Key Performance Indicators

Community based heritage study completed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date completed April 2008 Date/s reviewed and updated # 156 of heritage items recommended for inclusion in your LEP heritage schedule <i>Optional comments</i>
Aboriginal heritage study completed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed

	Date/s reviewed and updated <i>Optional comments</i> Council has engaged a consultant to undertake an Aboriginal Heritage Study. This study commenced early in 2010.
No. of heritage items included in existing LEP heritage schedule	# 0 of heritage items included in LEP heritage schedule Date completed Date/s reviewed and updated <i>Optional comments</i>
Council has gazetted a principal LEP with model heritage provisions in accordance with Standard Instrument (LEPs) Order	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date gazetted <i>Optional comments</i>
Statement of significance for all heritage items in existing LEP	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? New LEP is still in preparation.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results?  
Briefly describe and show what action has been taken to address this.
4. What will you do next year? Review previous heritage study & update heritage statements of significance.

**Recommendation 3**

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

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

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

**Key Performance Indicators**

Site visits	# 34 of heritage site visits undertaken <i>Optional comments</i>
Heritage/urban design advice given	# 4 of heritage/urban design advice given <i>Optional comments</i>
Pre DA advice given on heritage/urban design issues	# of pre DA advice given on heritage/urban design issues <i>Optional comments</i>
Advice to Council DAs provided on heritage/urban design projects	# 6 of advice to Council DAs provided on heritage/urban design projects <i>Optional comments</i>

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Most site visits were related to general heritage management matters and review of the draft LEP Heritage Schedule.
2. What were the key results or achievements for this year?

3. Were there any challenges or disappointments that had a major effect on your results?  
Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue with existing programmes.

## Recommendation 4

### Manage local heritage in a positive manner

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

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

##### Key Performance Indicators

Heritage DCP	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>
Urban design DCP	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i>
Waive or reduce DA fees	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Optional comments</i>
Adopt a flexible approach to planning and building requirements	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results?  
Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue with current arrangements.

## Recommendation 5

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

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

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

##### Key Performance Indicators

Local heritage fund operational	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>
Heritage projects funded with this years funding	# 3 of heritage projects funded this financial year
Total project value	Total \$ 25,600.00 project value
Total local heritage fund contribution	Total \$ 12,800.00 contributed by local heritage fund
Total owner contribution to project	Total \$ 12,800.00 contributed by local heritage owner to heritage project

**Heritage projects that contribute to local tourism	# 0 of heritage projects that contribute to local tourism <i>Optional comments</i>
**Projects created paid employment	# 0.5 of jobs created <i>Optional comments</i> Equivalent jobs created
**Projects created volunteer opportunities	# 30 of volunteer hours contributed <i>Optional comments</i>

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

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results?  
Briefly describe and show what action has been taken to address this. Some approved projects were not completed due to a busy farming season and shortage of tradespeople. It is hoped that these projects will proceed in the new financial year.
4. What will you do next year? Continue with Local Heritage Fund

## Recommendation 6

### Run a heritage main street program

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

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

#### Key Performance Indicators

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

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
2. What were the key results or achievements for this year? Urban design guidelines for Walgett prepared by Council.
3. Were there any challenges or disappointments that had a major effect on your results?  
Briefly describe and show what action has been taken to address this.
4. What will you do next year? Consider the possibility of a Heritage Main Street program for Walgett.

## Recommendation 7

**Present educational and promotional programs****Outcome 7** (Valuing our heritage)

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

**Key Performance Indicators**

Heritage information available for LGA (eg brochures, website, guidelines etc)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date/s originally set up February 2010 Date/s reviewed and updated <i>Optional comments</i> Heritage brochure covers Lightning Ridge only.
Heritage promotional events held (eg National Trust Heritage Festival, local heritage festivals, heritage awards scheme, main street festivals etc)	# 1 of heritage events held in last financial year <i>Optional comments</i>
Local/regional heritage tourism strategy completed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Date completed Date/s reviewed and updated <i>Optional comments</i> Regional Tourism Strategy in planning
Heritage trail completed	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Date completed February 2010 Date/s reviewed and updated <i>Optional comments</i> This was developed for Lightning Ridge.
Heritage training for staff	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # staff attended training <i>Optional comments</i>
Heritage training for Councillors	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # Councillors attended training <i>Optional comments</i>
Heritage training/workshops for heritage owners	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # of owners attended training <i>Optional comments</i>
Heritage training /workshops for local professionals	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # of local professionals attended training <i>Optional comments</i>

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? The Lightning Ridge community is very active in promoting its unique heritage.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Investigate potential shire-wide heritage trails linked to routes taken by self-drive tourists.

**Recommendation 8**

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

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

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

**Key Performance Indicators**

Council has a asset management plans with action plans for heritage assets	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>
CMPs/CMS prepared for state significant heritage assets	# 0 of CMPs/CMS prepared for state significant items this financial year <i>Optional comments</i>
Annual works budget secured for heritage asset maintenance and repairs	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Optional comments</i>

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? There are very few state significant items within the shire.
2. What were the key results or achievements for this year? Council has supported the Walgett Historical Society in managing a Commonwealth Jobs Fund grant for restoration of the former Walgett Shire Chambers.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue to develop CMS for Council-owned heritage items.

**Recommendation 9****Promote sustainable development as a tool for heritage conservation****Outcome 9** (Caring for our heritage)**Proactive heritage and sustainable development in your local area****Key Performance Indicators**

Heritage Development Application approvals for adaptive reuse works	# 0 of adaptive reuse DA approvals <i>Optional comments</i>
Development Application approvals for regeneration and urban design works	# 0 of urban design /regeneration DA approvals <i>Optional comments</i>
Heritage Development application approvals for infill and/or additions works	# 6 of infill/additions DA approvals <i>Optional comments</i>
Pre- DA advice and advice given on sustainable and energy efficient modifications (power, water, waste, carbon neutral)	# 0 of pre-DA advice and advice given on sustainable and energy efficient modifications <i>Optional comments</i>
Sustainability and heritage awareness courses for councillors, council staff, heritage owners and community	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> # 0 of people who attended training <i>Optional comments</i>

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

Please add your commentary after each question

1. What do the KPIs tell you about this outcome? There has been little activity in this area.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Consider regional initiatives in relation to sustainable development.

Attachment B – Walgett Shire Local Heritage Fund Annual Report 2009-2010



## Summary Local Heritage Fund Annual Report

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

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

- STEP 1. Council issues project Funding Agreement offers to successful applicants specifying the exact work to be funded, required supervision and completion date.
- STEP 2. Prior to the project commencing, Council (and/or applicant) should take photographs for use in the Council final report to the Heritage Branch.
- STEP 3. Once the project is completed, the Council heritage officer or heritage advisor will inspect the project and take a photo of the project.
- STEP 4. The council heritage officer or heritage advisor (or heritage specialist) will also complete and sign off a **Project Compliance Certification Form** for the project. This form must be submitted to Council before the project funding can be paid.
- STEP 5. Complete Templates A and B and email to the Heritage Branch by 30 May each year as your claim for your Local heritage fund reimbursement. (DO NOT post as we have a paperless office).
- **Template A** - A one page summary report on all completed projects
  - **Template B** - A one page final project report for each project

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

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**Walgett Shire Council Local Heritage Fund for 2009-10 financial year**
**SUMMARY REPORT ON ALL COMPLETED PROJECTS**

Applicant	Heritage item address	Project description	Total project cost	Applicant's contribution	Local heritage funding
Jack Slack-Smith	Epping Woolshed, Epping Road	Fabricate & install new shutters & sheep doors	\$4,000	\$2,000	\$2,000
Ben Franklin	Earl Street, Collarenebri	Repaint house	\$4,000	\$2,000	\$2,000
Come-By-Chance School of Arts	Come-By-Chance	Upgrade electrical services, renew roof drainage	\$17,600	\$8,800	\$8,800
<b>TOTAL</b>			<b>\$25,600</b>	<b>\$12,800</b>	<b>**\$12,800</b>

Based on the approved funding agreement for 2009-10 financial year and the local heritage funding expenditure of \$12,800, the Heritage Branch will reimburse \$6,400

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

*The Heritage Branch local heritage funding for: Years 1 – 4 \$ for \$ funding; Years 5 -9 \$1 for \$2 funding; Years 10+ \$1 for \$3 funding*

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**Walgett Shire Council Local Heritage Fund for 2010 (year)**
**FINAL PROJECT REPORT**

<b>Heritage item address</b>	Epping Woolshed, Epping Road, Come-By-Chance
<b>Project description</b>	Fabricate & install new shutters & sheep doors
<b>Reason for the project</b>	Original shutters had deteriorated to the point that they were no longer in existence
<b>Heritage item listing</b>	Listed in the Walgett Shire Draft LEP Heritage Schedule
<b>Applicant</b>	Jack Slack-Smith
<b>Date commenced</b>	31 January 2010
<b>Date completed</b>	27 May 2010
<b>Total project cost</b>	\$4,000
<b>Applicant contribution</b>	\$2,000
<b>Local heritage funding</b>	\$2,000

**Before photo****After photo**

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**Walgett Shire Council Local Heritage Fund for 2010 (year)****FINAL PROJECT REPORT**

Heritage item address	House, Earl Street, Collarenebri
Project description	Repaint house
Reason for the project	Inappropriate colour scheme and paint in need of renewal
Heritage item listing	Listed in the Walgett Shire Draft LEP Heritage Schedule
Applicant	Ben Franklin
Date commenced	31 January 2010
Date completed	27 May 2010
Total project cost	\$4,000
Applicant contribution	\$2,000
Local heritage funding	\$2,000

**Before photo****After photo**

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**Walgett Shire Council Local Heritage Fund for 2010 (year)**
**FINAL PROJECT REPORT**

<b>Heritage item address</b>	Come-By-Chance School of Arts
<b>Project description</b>	Upgrade electrical services, renew roof drainage
<b>Reason for the project</b>	Urgent requirements to upgrade & maintain the hall
<b>Heritage item listing</b>	Listed in the Walgett Shire Draft LEP Heritage Schedule
<b>Applicant</b>	Jane Keir, Trustee, Come-By-Chance School of Arts
<b>Date commenced</b>	31 January 2010
<b>Date completed</b>	27 May 2010
<b>Total project cost</b>	\$17,600
<b>Applicant contribution</b>	\$8,800
<b>Local heritage funding</b>	\$8,800

**Before photo****After photo**

Attachment C – Draft Walgett Shire Council Heritage Strategic Plan 2010-13

## **WALGETT SHIRE COUNCIL HERITAGE STRATEGIC PLAN 2010-13**

### **VISION**

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

### **STRATEGIES**

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

##### **Actions**

- List the items identified by the Community-Based Heritage Study in the Local Environmental Plan.
- Undertake an Aboriginal Heritage Study in 2010-13.
- Commence a Heritage Study of the Preserved Opal fields in 2010-13.
- Review the 2008 Community-Based Heritage Study to review items and develop more robust statements of significance.
- Continue to identify and record heritage items within the shire.

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

##### **Actions**

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

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

##### **Actions**

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

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

##### **Actions**

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

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

##### **Actions**

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

## 24. HOTEL LICENSE APPLICATION, LIGHTNING RIDGE RSL

**REPORTING SECTION:** Planning and Regulatory Services

**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services

**FILE NUMBER:** 09/1308

### Summary:

Walgett Shire Council has received notification that the Lightning Ridge RSL is applying for a “Hotel – General Bar” liquor licence. It is recommended that Council resolve to request that trading hours be generally restricted to between 8:00AM and 5:00PM.

### Discussion (including issues and background):

On 26 May 2010 Walgett Shire Council received notification from the Lightning Ridge RSL that it has applied for a “Hotel – General Bar” liquor licence (Attachment A). The application indicates that the proposed trading hours are 7:00AM until 5:00PM.

The RSL is located on lot 15, section 16, DP 758612, in Harlequin St, as shown in the map below. Commercial uses in the vicinity are identified by labels on the respective lots. The primary land use on the remaining lots is residential.



Minutes for the Council meeting held on 9 April 1981 indicate the RSL club building was approved, as follows:

346. The Building Inspector reported that Develop. Application 27/81 had been received from Lightning Ridge Sub-Branch of the R.S.L. Club for a Clubhouse on Lot 15, Sec.16, Harlequin Street, zoning - special purposes.

The building inspector recommended approval of the application subject to Clause M (mining exclusion) and Clause O (water restrictions from time to time)being qualified.

Resolved on the motion of Cr. Chun and Prentice that the development application be approved.

A search of Council files failed to locate a copy of the development consent (including the consent conditions).

Subsequently Building Application 1981/021 was approved on 8 April 1981 for a hall.

Allen Giddings verbally indicated to the author that:

- Alcohol has been served from the premises on a regular basis under a function licence (initially granted in 1989).
- There is no intention to significantly change the current use of the premises in conjunction with the application for "hotel – general bar licence". For example, there is no proposal to install gaming machines on the premises.
- The "hotel – general bar licence" would have the effect of formalising existing operating arrangements.
- There is a need for early opening to enable the RSL to provide support services for returned soldiers.

**Relevant Reference Documents:**

Development Application 1981/027 (not located).

Building Application 1981/021.

**Stakeholders:**

Public, Lightning Ridge RSL, Council

**Financial Implications:**

Nil

**Heritage Activities and reporting 2009/2010**

**Recommendation:**

That Walgett Shire Council resolve to:

1. Acknowledge receipt of the notification indicating that the Lightning Ridge RSL has applied for a "Hotel – General Bar" liquor licence on lot 15, section 16, DP 758612, in Harlequin St., Lightning Ridge.
2. Respond to the Lightning Ridge RSL by stating that Walgett Shire Council:
  - (a) Notes the RSL has been operating on the site since 1981 when development consent 1981/027 was issued.
  - (b) Notes that the dominant land use in the vicinity of the RSL premises is residential.
  - (c) Believes that, in order to maintain a balance between the interests of the community and RSL patrons, it would be appropriate to generally restrict trading hours to between 8:00AM and 5:00PM.
  - (d) Council has no objection to trading hours being extended for special events, such as ANZAC day.

**Moved:**

**Seconded:**

**Attachments:**

A – Notice of intention to apply for a hotel – general bar licence

Attachment A – Notice of intention to apply for a hotel – general bar licence

FROM :Lightning Ridge RSL Sub-Branch FAX NO. :0268290642

May. 26 2010 12:00PM P1

# Notice of intention to apply for a liquor licence or a licence authorisation

(date of notice)

25/05/10

(name of applicant)

Allen Giddings

**proposes to make an application to the Casino, Liquor and Gaming Control Authority for a**

(type of liquor licence or licence-related authorisation)

Hotel - General Bar

**at**

(address of existing or proposed premises)

11 Harlequin Street Lightning Ridge NSW 2834

The following information is provided to you as a requirement for the preparation of a community impact statement (CIS).

The NSW liquor laws require a CIS to be prepared by an applicant for certain liquor licence or licence-related authorisations.

The CIS summarises the results of consultation between the applicant and the local and broader community about any issues with the proposed application.

The application cannot be granted unless the Authority is satisfied that the overall social impact will not be detrimental to the well-being of the local or broader community. In determining this, the Authority will consider the CIS, along with the application, any submissions made by stakeholders, and reports from police and the Director of Liquor and Gaming.

**What liquor-related activity is proposed?**

The following describes the proposed premises including:

- proposed trading hours
- proposed activities and entertainment to be provided on the premises
- maximum patron numbers

**Proposed Trading Hours 07:00AM to 05:00PM**

**On Premises Activities and Entertainment not provided**

**Maximum Patron numbers = 50**

**How to seek further information and provide comment**

The following describes how to seek further information and provide feedback to the potential applicant regarding the proposal.

This feedback can be in various forms such as a written response (including email), phone response, or face to face. You have 30 days to respond to the date of the notice. If applicable the details of further organised consultation sessions will be outlined below.

**Respond in writing to " Lightning Ridge RSL Sub-Branch" Po Box 187 Lightning Ridge NSW 2834. By Phone to 02 68290642. By Email to "lrrslsub\_branch@yahoo.com.au. or by making an appointment to see the licensee.**

**Next steps**

A CIS summarising the results of consultation, including a summary of responses to this notice, must be included with the papers lodged with the Authority when a liquor licence or licence-related authorisation application requiring a CIS is made. Your feedback will be used to compile the CIS. Unless agreed the CIS will not identify anyone who comments on the proposed application.

The licence application cannot be lodged until 30 days from the date of this notice.

You will be able to view the completed CIS on the NSW Office of Liquor, Gaming and Racing website [www.olgr.nsw.gov.au](http://www.olgr.nsw.gov.au) if the application for the liquor licence or authorisation is lodged with the Authority. Notice will be provided by the applicant to you (where you provide reasonable contact details) at that time. Any person can make submissions regarding the application directly to the Authority. The law requires that the Authority take into account any submissions made when determining on an application.

## **25. FIRE SAFETY REPORT, TATTERSALLS HOTEL, COLLARENEBRI**

**REPORTING SECTION:** Planning and Regulatory Services

**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services

**FILE NUMBER:** 10/342

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### **Summary:**

Walgett Shire Council has received a fire safety report from the NSW Fire Brigades regarding the Tattersalls Hotel, Collarenebri. It is recommended that Council resolve to issue a notice of intention to the building owner regarding a draft order under section 121B of the Environmental Planning and Assessment Act 1979 requiring action to address fire safety issues.

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

In a letter dated 24 May 2010, the Building Compliance Unit of the NSW Fire Brigades states that it inspected the Tattersalls Hotel on 4 May 2010 to assess the adequacy of installed fire safety measures (Attachment A). The report is quite detailed and includes a paragraph stating:

In conclusion the NSWFB does not support continued use of the upstairs portion of the premises for shared accommodation based on the structural and fire safety inadequacies without the installation of a residential fire sprinkler system as this measure will provide early suppression, early warning and fire containment for occupants within the premises

With regard to inspection reports by fire brigades, section 121ZD of the Environmental Planning and Assessment Act 1979 (Attachment B) states:

(2) A council must:

- (a) table any report and recommendations it receives under this section at the next meeting of the council, and
- (b) at any meeting of the council held within 28 days after receiving the report and recommendations or at the next meeting of the council held after the tabling of the report and recommendations, whichever is the later, determine whether it will exercise its powers to give order No 6 or 8 in the Table to section 121B.

The requirement to table the report within 28 days was inadvertently overlooked by Council staff. Order number 6 under section 121B of the Environmental Planning and Assessment Act 1979 (Act) relates to fire safety, while order number 8 relates to activities that are able to be dealt with under a development consent.

Division 2A of the Act prescribes in some detail the processes that must be followed when issuing orders. In this case the appropriate process can be summarised as:

- a. Issuing a notice of intention to give an order (Section 121H).
- b. Providing the party proposed to be subject to an order with an opportunity to make representations regarding the order (Section 121I).
- c. Hearing and considering any representations received (Section 121J).

### **Relevant Reference Documents:**

Environmental Planning & Assessment Act 1979.

Environmental Planning & Assessment Regulation 2000.

**Stakeholders:**

Public, Owner of the Tattersalls Hotel, Council, NSW Fire Brigades

**Financial Implications:**

None known or expected.

**Fire Safety, Tattersalls Hotel Collarenebri**

**Recommendation:**

That Walgett Shire Council resolve to:

1. Note the letter dated 24 May 2010 from the Building Compliance Unit of the NSW Fire Brigades regarding the adequacy of installed fire safety measures at the Tattersalls Hotel, Collarenebri (lot 10, section 3, DP 758262).
2. Send a notice of intention to issue order number 6 for fire safety issues under section 121B of the Environmental Planning and Assessment Act 1979 to Gavin D Grant, the owner of the Tattersalls Hotel, Collarenebri (lot 10, section 3, DP 758262), based on the draft provided to Council.

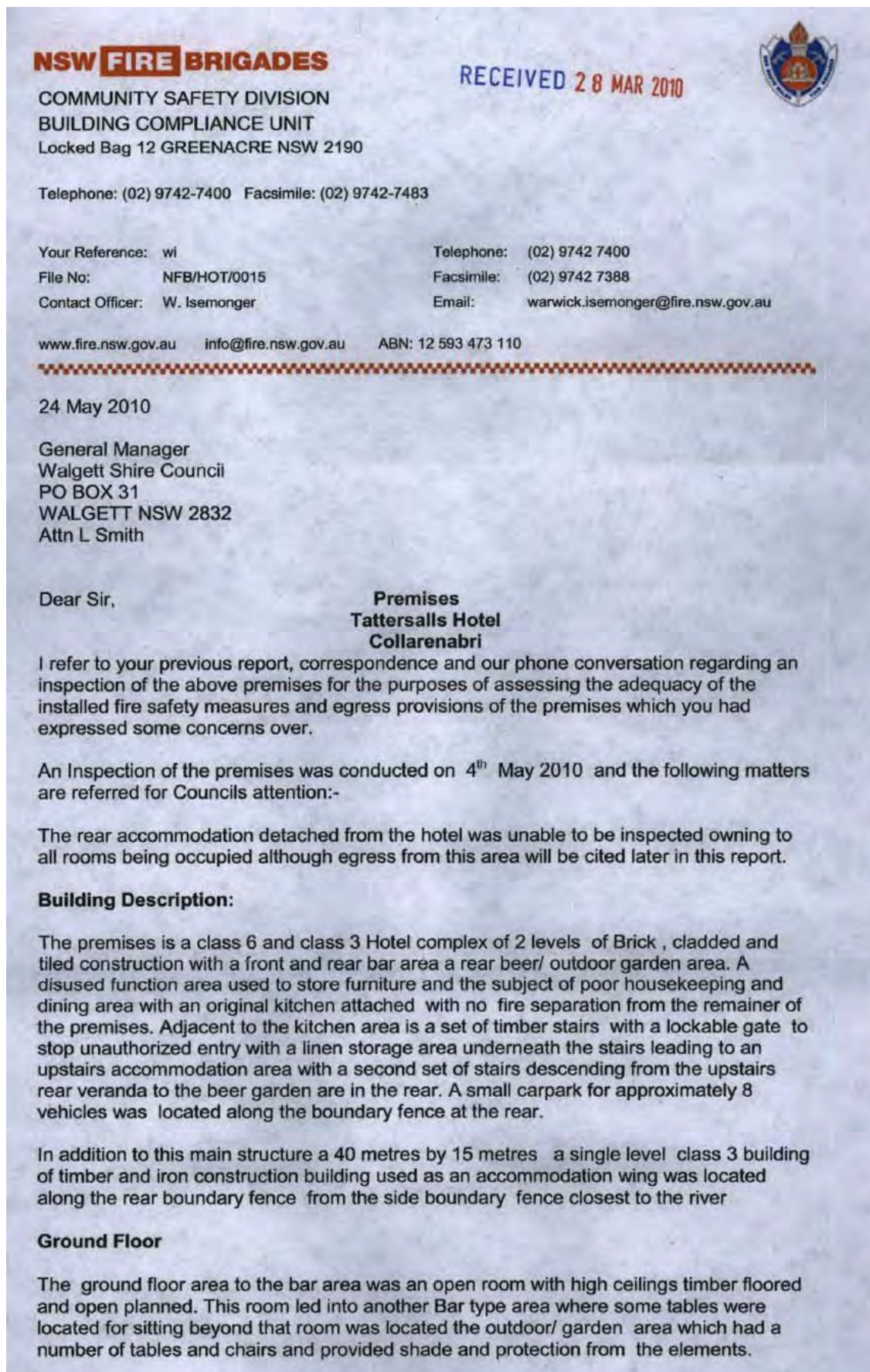
**Moved:**

**Seconded:**

**Attachments:**

- A – Letter dated 24 May 2010 from NSW Fire Brigades, Building Compliance Unit  
B – Section 121ZD of the Environmental Planning and Assessment Act 1979  
C – Draft notice of intention to issue an order

Attachment A – Letter dated 24 May 2010 from NSW Fire Brigades, Building Compliance Unit



**NSW FIRE BRIGADES**

Directly behind the bar area was a short corridor/hallway leading to a set of internal stairs to the upper accommodation level and beyond that a dining area and what appeared to be a catering/ snack bar facility and attached to that the main kitchen area.

There was minimal fire separation between any of the rooms and the stairs and the electrical switchboard and electrical wiring to the kitchen and downstairs area was unprotected, extremely old and a high fire risk considering much of the wiring was exposed and not enclosed in a fire rated switchboard or sub board enclosure.

**Upstairs**

Both sets of timber stairs were a single flight of 19 steps had items stored under them and upon reaching the first floor identified 18 rooms some leased to patrons and others vacant. The vacant rooms were not leased as there was no latching to secure the doors so that they could not be locked. A common bathroom and kitchen serviced the top area and the licensees private quarters of 4 rooms were also contained to this area. A open balcony was located on the town side of the accommodation from which led a second set of open stairs which were very steep and narrow and likely to fail in the event of a fire owing to their proximity to the building and the surrounding fire source features. This area was protected by some cyclone mesh wire to stop intruders from gaining entry. Both sets of stairs were steep and narrow and would be difficult to negotiate in darkness and the railings and stability also made them dangerous to negotiate.

**Fire Protection**

The premises was not fitted with any smoke alarms or smoke detection and an Order 6 was written instructing the owners to install smoke alarms in all rooms used for sleeping. The sole occupancy units were not fitted with door closers had open transoms above the doors and latching fitted to the doors in the form of slide bolts allowed an occupant to be locked into his room. The upstairs kitchen area had an old smoke alarm that did not work, no separation from the sleeping areas and bounding construction and fire separation from the remainder of the rooms was not achievable. The electrical wiring in one of the rooms now used for storage owing to the fire damage had been burnt out. It appears the wiring to the light circuit had either short circuited or the wires from the light had become bare with age and arched across some fibrous plaster and ignited the plaster and surrounding architrave and timber framing. This room was not in use at the time of inspection.

A fire hose reel was located on the balcony area of the first floor but could not be unwound from its reel and had not been serviced although when turned on water leaked from the valve assembly.

No emergency lighting or exit signage was installed in any part of the hotel nor was there an occupant warning or alarm bell to warn patrons of a fire if one occurred. There were also no evacuation plans or maps and no directional signs to direct patrons out of the premises and no marshalling or evacuation point was nominated.

Fire Hydrants were not installed no hydrant was identified in the street meaning water for firefighting needs to be sourced from the river or tank and no fire extinguishers or fire blankets were installed in the kitchen areas of common corridors of the hotel.

**Structural adequacy**

During the inspection of the upper levels it was discovered that the upper levels in the southern corner of the building had suffered severe structural degradation and there was a gap in the wall of 20 mm running from the ceiling to the floor in one room and opening



up a large gap in the floor joists and boards. This structural collapse would severely compromise the structural integrity of the area in a fire.

### Egress

Egress / travel distances from the upstairs areas exceeded the requirements of the legislation however egress from all points on the ground floor achieved compliance with the code excluding the fact that signage and lighting was not afforded to assist occupants. Locked and slide bolts on exits doors need to be removed and exits to open spaces need to be maintained. In areas where this may result in trespassing or unauthorized persons lingering on premises have the doors only openable from the inside.

### Conclusion and Recommendations

It is unreasonable to expect upgrading to current standards and unlikely to gain compliance with Building Code of Australia with many of the requirements of section B and C of the Building Code of Australia 2009 with respect to separation, compartmentation and structure unachievable. The NSWFB also believes that the cost of the works involved would make the viability of the premises unrealistic if required to upgrade to current standards.

Thus, the following recommendations are a minimum required for continued use of the premises. From the outset the easiest and best way to gain a degree of compliance and meet some of the DTS requirements of the BCA is to:

- 1) Provide certification that the electrical installation, switchboard and wiring meets current requirements and is safe and complies with the relevant Australian Standards
- 2) Install a residential fire sprinkler system (AS2118.5) in the premises to provide protection to all parts of the premises. This system will provide early suppression of fire and compensate for the shortfalls in structural adequacy, separation and compartmentation
- 3) Install single point mains powered or tamperproof 10 year lithium battery smoke alarms to all sleeping areas in the premises and to the kitchen area of the premises to provide early warning of fire
- 4) Remove all locks and impediments to doors and exist throughout the premises
- 5) Install self closing devices on all doors to sole occupancy units and seal the transoms above doors with a suitable non combustible material
- 6) Install complying latching to all doors to sou's and lock all storage rooms and doors to minimize fire source features being exposed
- 7) Relocate the fire hose reels to the lower level and locate so as to gain coverage to all areas on the ground level
- 8) Install exit signage and emergency lighting to all occupied areas of the hotel
- 9) Install an occupant warning system to alert all occupants of a fire to comply with AS 1670.1
- 10) Develop an evacuation plan and emergency procedures plan and nominate an evacuation point and place on doors of all sou's and in locations around premises
- 11) Install fire extinguishers in all corridors of sou's, in kitchen areas and adjacent to the electrical switchboards and behind the bar of the public areas of the hotel

However, an alternative to the requirement for these works is to:

- a) discontinue use of the upstairs accommodation,

**NSW FIRE BRIGADES**



- b) provide certification to the safety and compliance of the electrical services in the building and separate and enclose the electrical switchboard so it is compliance with regulations
- c) provide smoke alarms to all sleeping areas in sou's in the outside wing and to owners quarters.
- d) Meet conditions 4-11 above

In conclusion the NSWFB does not support continued use of the upstairs portion of the premises for shared accommodation based on the structural and fire safety inadequacies without the installation of a residential fire sprinkler system as this measure will provide early suppression, early warning and fire containment for occupants within the premises

Should you require clarification of any of the above points please contact me in the first instance

Yours faithfully

A handwritten signature in black ink, appearing to read 'W. Isemonger'.

Supt W. Isemonger  
Manager  
Building Compliance Unit  
NSW Fire Brigades

Attachment B – Section 121ZD of the Environmental Planning and Assessment Act 1979

## **Environmental Planning and Assessment Act 1979 No 203**

Current version for 26 May 2010 to date (accessed 9 June 2010 at 14:23)

[Part 6](#) → [Division 2A](#) → [Section 121ZD](#)

<< page >>

### **121ZD Inspection reports by fire brigades**

- (1) If the Commissioner of New South Wales Fire Brigades carries out an inspection of a building under section 118L, the Commissioner must furnish to the council of the area in which the building is located:
    - (a) a report of the inspection, and
    - (b) if of the opinion that adequate provision for fire safety has not been made concerning the building, such recommendations as to the carrying out of work or the provision of fire safety and fire-fighting equipment as the Commissioner considers appropriate.
  - (2) A council must:
    - (a) table any report and recommendations it receives under this section at the next meeting of the council, and
    - (b) at any meeting of the council held within 28 days after receiving the report and recommendations or at the next meeting of the council held after the tabling of the report and recommendations, whichever is the later, determine whether it will exercise its powers to give order No 6 or 8 in the Table to section 121B.
  - (3) A reference in subsection (2) to a meeting of a council does not include a reference to a special meeting of the council unless the special meeting is called for the purpose of tabling any report and recommendations or making any determination referred to in that subsection.
  - (4) A council must give notice of a determination under this section to the Commissioner of New South Wales Fire Brigades.
-

Attachment C – Draft notice of intention to issue an order

LS: MG: Ass 11627, 09/1498/

Len Smyth

Mr Gavin D Grant  
P.O. Box 202  
COLLARENEBRI NSW 2833

Dear Sir,

**NOTICE OF INTENTION TO GIVE AN ORDER UNDER SECTION 121B OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 AND REGULATIONS**

**PROPERTY AFFECTED**

Tattersalls Hotel, corner of Walgett and Wilson Streets, Collarenebri (lot 10, section 3, DP 758262).

**LEGAL BASIS**

Walgett Shire Council is providing notice of its intention to issue Order 6 under Section No.121B of the Environmental Planning and Assessment Act 1979 and associated regulations.

**PROPOSED ORDER**

Walgett Shire Council proposes to issue an order that will require the following actions to be taken within **TWENTY EIGHT (28)** days on the Tattersalls Hotel:

- a) Cease using the upstairs part of the hotel for accommodation.
- b) Enclose electrical switchboard and sub-boards in fire rated enclosures in accordance with 'Australian Standard 3000 Electrical Installations (Wiring Rules)'.
- c) Provide certification from a suitably qualified person that the electrical services within the building comply with appropriate standards and regulations for such services.
- d) Provide smoke alarms to all sleeping areas in sole occupancy units in the outside wing and to owner's quarters.
- e) Remove all locks and impediments to doors and exits throughout the premises.
- f) Install self closing devices on all doors to sole occupancy units and seal transoms above doors with a suitable non-combustible material.
- g) Install complying latching to all doors to sole occupancy units and lock all storage rooms and doors to minimise fire source features being exposed.
- h) Relocate fire hose reels to the lower level and locate so as to gain coverage to all areas on the ground level.
- i) Install exit signage and emergency lighting in all occupied areas of the hotel.
- j) Install an occupant warning system to alert all occupants of a fire in accordance with 'Australian Standard 1670.1 - Fire detection, warning, control and intercom systems - System design, installation and commissioning'.

- k) Develop an evacuation plan and emergency procedures plan and nominate an evacuation point and place on doors of all sole occupancy units and in locations around premises.
- l) Install fire extinguishers in all corridors of sole occupancy units, in kitchen areas and adjacent to electrical switchboards and behind the bar of the public areas of the hotel.

#### REASON WHY COUNCIL IS PROPOSING TO ISSUE AN ORDER

The Building Compliance Unit of the NSW Fire Brigades inspected the Tattersalls Hotel on 4 May 2010 to assess the adequacy of installed fire safety measures on the premises. Observations from the inspection and a series of recommendations were conveyed to Council in a letter dated 24 May 2010 (Attachment 1).

In this context Walgett Shire Council has formed the opinion that the provisions for fire safety at the premises are not adequate to:

- Prevent fire.
- Suppress fire.
- Prevent the spread of fire.
- Promote the safety of persons in the event of a fire.

#### RIGHT TO MAKE REPRESENTATIONS

You are advised of your right to make representations to Walgett Shire Council as to:

- Why the Order should not be given; or
- The terms of the Order; or
- The period of time for the compliance with the Order

Such representations should be made in writing to the General Manager within **TWENTY EIGHT (28)** days from the date of this notification. The representations may be made by you personally or by a barrister, solicitor or agent on your behalf.

#### ADDITIONAL INFORMATION

Please contact Council's Senior Health & Building Surveyor, Len Smyth, at Walgett Shire Council for any additional information.

#### DATE ISSUED

DATE

Ray Kent  
General Manager

#### Attachments:

- 1 - 24 May 2010 letter to Council, from Building Compliance Unit, NSW Fire Brigades
- 2 - Draft of proposed order

## **26. WATER SUPPLY BACKFLOW PREVENTION PROCEDURES**

**REPORTING SECTION:** Urban Infrastructure Services  
**AUTHOR:** Siegfredo O Coralde – Director of Urban Infrastructure Services  
**FILE NUMBER:** 09/1409

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### **Summary:**

This report recommends to Council the approval of the Water Supply Backflow Prevention Procedures effective 01 July 2010.

### **Background:**

Council approved the implementation of the Water supply Backflow Prevention Policy on 01 May 2010. To effectively carry-out this policy, a set of procedure is necessary whenever Council directs or advises property owners to install backflow preventers on their properties.

Backflow preventers are required by Australian Standards, National Plumbing and Drainage Code (AS3500. 1) for protection and conservation of safe drinking water.

### **Relevant Documents**

Backflow Prevention Policy  
Australian New Zealand Standards 3500

### **Community Implications:**

The community needs to be informed regarding the approval of the Backflow Prevention Procedure.

### **Financial Implications:**

Nil

<b>Water Supply Backflow Prevention Procedures</b>
<p><b>Recommendation:</b></p> <p>That Walgett Shire Council resolves to:</p> <ol style="list-style-type: none"><li>1. Approve the Backflow Prevention Procedure effective 01 May 2010.</li></ol> <p><b>Moved:</b> <b>Seconded:</b></p>



### **Attachments:**

Backflow Prevention Procedure



# Backflow Prevention Procedure

Approval Date: 01 July 2010

Review Date: 01 July 2012

Responsible Officer: Director Urban Infrastructure Services

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## IMPLEMENTATION:

### 1. Property Owners

Appropriate Backflow Preventers shall be installed on owner's property at their own cost. Installation requirements shall be defined in accordance with the level of backflow hazard of the activities being carried out on the property.

On-going maintenance of the backflow preventer and necessary up-grades if required, when being carried out on the property change representing higher level of hazard, shall be borne by the property owner.

### 2. Responsibilities of Property Owners

The property owner is responsible for installation and replacement of non-testable backflow preventers or for the annual testable testing backflow preventer in accordance with AS 2845.3-1993 Water Supply – Backflow Prevention Part 3: Field Testing and Maintenance.

Certifications from qualified personnel regarding tests, replacements and period of satisfactory compliance shall be provided by the property owner to Council.

Non-compliance may result to Council arranging for certifications to be carried out by others. The property owner will be charged for this extra service by Council.

Council shall have the right to set this extra service charge at a higher level to ensure that property owners comply with the Policy.

### 3. Responsibilities of Council

Council shall inspect the identified property to determine the appropriate hazard rating for the next time period. Inspection charges may be applied.

Council will assign a default level of hazard to a property if no site specification or information is readily available for assessment. This default level of hazard is based on Council's assessment of perceived activities undertaken on site. Council has the right to set defaults from time to time.

Should a property owner be ready to provide a site specification or information; the property owner may request a review to Council. Council then will review the hazard, re-assign a different level of hazard if appropriate and Council will amend its record accordingly.

Council may ask the property owner to certify their hazard rating from time to time by qualified certifiers such as licensed plumbers who have completed appropriate training as required by Council.

Council will keep records of all property owners with potential or factual backflow hazard problems and operate a Compliance System to ensure that property owners comply with this Policy.

#### **4. Enforcement of this Policy**

WSC may enforce compliance by applying all or any of the following:

- 4.1 Imposition of a fee or charge
- 4.2 Carry out necessary work at property owner's request
- 4.3 Carry out Council's inspection to comply with the Policy
- 4.4 Disconnect from WSC's water supply system
- 4.5 Issue an order or instructions, deny water supply to a property owner under the Local Government Act

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**Reference:** Backflow Prevention Policy

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#### **Document and Version Control**

This is a controlled document. Copies are numbered and issued to pre-determined Council officials to keep for reference at specified locations. New versions, after being approved, are to replace the previous versions.

Council is currently developing a Quality Assurance System AS/ANZ ISO 14001:2004 to ensure that the objectives of this policy with regards to the Quality Policy are carried out effectively.

#### **Amended Records**

Version	Date	Author	Section	Changes Made	Verified
1	14 April 2010	S Coralde	All	none	SOC

## **27. MANAGEMENT OF ABORIGINAL COMMUNITIES WATER AND SEWERAGE PROGRAM**

**REPORTING SECTION:** Urban Infrastructure Services  
**AUTHOR:** Siegfredo O Coralde – Director of Urban Infrastructure Services  
**FILE NUMBER:** 09/1455

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### **Summary:**

This report recommends Council to note the progress of its current involvement regarding the impending water and sewerage management program of Gingie, Namoi and Collarenebri Villages.

### **Background:**

In September 2009, Council approved in principle to participate in the Water and Sewerage Program for Gingie, Nomai and Collarenebri communities. Council also authorized the General Manager to continue negotiations with the NSW Aboriginal Council and NSW Department of Water and Energy regarding the proposed contractual agreement parameters.

After a long series of consultations, the NSW Department of Water and Energy finally conducted a 3-day workshop in Walgett RSL Club from 01 – 03 June 2010 inclusive. This exercise includes representatives from the Namoi, Gingie and Collarenebri communities, NSW Urban Water Managers and Walgett Shire Council.

### **Summary:**

The 3-day workshop was well attended. The full servicing of the existing water and sewerage supply to Gingie, Nomai and Collarenebri Villages were identified and incorporated in the attached Draft Management Plan:

- Emergency repairs: fixing pumps, lines and other equipment if they break down.
- Capital Improvements: supply and demand of water and sewerage services.
- Regular maintenance: water pump, treatment and distribution systems.
- Regular maintenance: sewer pumps and mains.
- Quality Control: regular testing, collection, testing and reporting of water quality.

The Management Plan workshop is designed to act in accordance with Schedules 1, 2 & 3 of the Draft Service Agreement prepared by the NSW Department of Water and Energy in 2009. Once all parties agreed, in principle, the provisional Service Agreement will be available within three to four months of accepting this report.

BHD Plumbing Contractors and Council shall then provide their respective costing when all parties agreed on the mechanics of the Management Plan.

### **Relevant Documents**

UIS Director September 2009 Report - Water and Sewerage Program for Aboriginal Communities  
Draft Service Agreement - Aboriginal Communities Water and Sewerage Program

**Community Implications:**

Council involvement in managing the water supply and sewerage services to Gingie, Namoi and Collarenebri Communities will be viewed as very positive to NSW Aboriginal Land Council, NSW Department of Water and Energy and Walgett communities.

The level of customer service in providing better water and sewerage services to Gingie, Namoi and Collarenebri Villages will be improved enormously over the next 5 years.

An exciting opportunity to train and mentor local people from Gingie, Namoi and Collarenebri Villages to administer their own water and sewerage systems is possible under the terms of contract reference.

**Financial Implications:**

The new Service Agreement will provide Council additional annual income over the next 25 years.

Possible increase in number of Walgett and Collarenebri Water and Sewerage staff due to the expected boost of workloads but no financial burden to Council

Management of Aboriginal Communities Water and Sewerage Program
<p><b>Recommendation:</b></p> <p>1. That Council notes this report.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>



**Attachments:**

Appendix 1 - Letter to Mr. John Bourke (Contract Agreement)

Appendix 2 – Gingie, Namoi and Collarenebri Village Water and Sewerage Workshop Agenda  
(1 – 3 June 2010)

Appendix 3 - Draft Management Plan (Levels of Service & Service Agreements)

**APPENDIX 1**

**Letter to Mr. John Bourke (Contract Agreement)**

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SOC:SOC: 10/306 and 10/295

Mr Siegfredo (Fred) Coralde

02 July 2010

Mr. John Bourke  
Program Manager Aboriginal Water and Sewerage  
26 Honeysuckle Drive  
Newcastle 2309 NSW  
P O Box 2213 Dangar NSW 2309

Dear John:

**Aboriginal Communities Water and Sewerage Program**

This is a follow-up letter regarding the discussions currently taking place on how Council intends to participate in the management of Aboriginal Communities Water and Sewerage Program (Gingie, Namoi and Collarenebri Villages).

As you are aware, pre-consultations with Dept of Water, Dept of Heath, Aboriginal representatives from Gingie and Namoi Villages, BHC Plumbing Contractors and Council started yesterday, 01 July 2010 at the Walgett Golf Club. This consultation will end tomorrow and hopefully, a workable Management Plan as initiated by the Dept of Water and would be ready for final consultation in a couple of months ahead.

It would appear that a Management Plan shall provide a good evidence of what BHC Plumbing Contractors are obligated to do within the 12-month interim period. It would be nice if Council will be provided the range of BHC activities and costs beforehand while Council is preparing its own estimated participation costs.

I understand that the Management Plan will become an integral part of the Service Agreement among Council, Aboriginal Land Authority and BHC Plumbing Contractors.

Council's position. Our initial meeting in October 2008, Council indicated to undertake a longer-term responsibility of providing water and sewerage services to its aboriginal villages. However, Council's in-house resources are insufficient to take on fully this responsibility and therefore, would need an external service provider. I would like to confirm that Council attitude still remains until this date.

The interim agreement. Council is happy as part of the interim agreement to engage BHC Plumbing Contractors based on a single quote and approved by the Department of Water to continue providing services to the aboriginal communities for the 12-month interim arrangement period.

Yours sincerely,



Siegfredo Coralde  
Director Urban Infrastructure Services

**APPENDIX 2**

**Gingie & Namoi Village Water and Sewerage Workshop Agenda (1 – 3 June 2010)**

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**From:** Warwick Brown [mailto:Warwick.Brown@dwe.nsw.gov.au]  
**Sent:** Friday, 21 May 2010 9:31 AM  
**To:** Anthony@bhcplumbing.com.au; anne.dennis7@bigpond.com; DFerrall@gwahs.health.nsw.gov.au; Fred Coralde; Ian Burton; Joe Flick; wa85732@bigpond.net.au; Trent Betts  
**Cc:** John Bourke; Lesley.Houston@daa.nsw.gov.au; paul.byleveld@doh.health.nsw.gov.au; Sandy Leask; Thangamany Balaraju  
**Subject:** FW: Gingie & Namoi Village - Water & Sewerage Workshop - 1st, 2nd & 3rd June 2010

Dear all,

The venue is now confirmed as the Walgett District Sporting Club, thanks to Anne Dennis.  
See you all there.

Warwick

---

**From:** Warwick Brown  
**Sent:** Monday, May 17, 2010 9:06 AM  
**To:** (Anthony@bhcplumbing.com.au); Anne Dennis (anne.dennis7@bigpond.com); David Ferrall (DFerrall@gwahs.health.nsw.gov.au); Fred Coralde (fcoralde@walgett.nsw.gov.au); Ian Burton; Joe Flick; Maria Dennis (wa85732@bigpond.net.au); Trent Betts  
**Cc:** John Bourke; 'paul.byleveld@doh.health.nsw.gov.au'; 'Sandy Leask'; Thangamany Balaraju  
**Subject:** Gingie & Namoi Village - Water & Sewerage Workshop - 1st, 2nd & 3rd June 2010

Dear all,

Two 1 ½ day workshops for the Gingie & Namoi Village Aboriginal Communities' Water & Sewerage Management Plans are confirmed for Tues 1<sup>st</sup>, Wed 2<sup>nd</sup> & Thur 3<sup>rd</sup> June 2010.

Thanks to those who have already helped with background information.

The attached documents outline the information provided so far. Everyone is asked to check the document and advise if they can add anything further. Where specific information is requested it is colour coded – **LALC**, **BHC Plumbing & Walgett Council**, **Health & NOW**.

**Anne** has kindly offered to arrange the venues and catering.

**Gingie Agenda**

Location: Walgett District Sporting Club

Tuesday 1<sup>st</sup> June 2010

10:00 am to 10:30 a.m. Introduction & Morning Tea  
10:30 to 12:30 Site Visit  
12:30 to 1:00 Lunch  
1:00 to 4:00 Water Supply Risk Assessment

Wednesday 2<sup>nd</sup> June 2010

9:00 am to 12:30 Sewerage Risk Assessment & General Management Issues  
12:30 to 1:00 Lunch

**Namoi Village Agenda**

Location: [Walgett District Sporting Club](#)

Wednesday 2<sup>nd</sup> June 2010

1:00 am to 1:30 a.m. Introduction  
1:30 to 3:15 Site Visit  
3:15 to 3:30 Afternoon Tea  
3:30 to 4:30 Water Supply Risk Assessment

Thursday 3<sup>rd</sup> June 2010

9:00 am to 12:30 a.m. Water Supply Risk Assessment  
12:30 to 1:00 Lunch  
1:00 to 4:00 Sewerage Risk Assessment & General Management Issues

Please respond with any comments and confirm (or otherwise) your availability by COB 26<sup>th</sup> May.

regards  
Warwick

**Warwick Brown**

Principal Urban Water Manager  
NSW Office of Water  
PO Box 829 | 512 Dean St, Albury, NSW, 2640  
T: (02) 6024 8833 M: 0419 296 675 F: (02) 6041 4223  
E: [warwick.brown@dwe.nsw.gov.au](mailto:warwick.brown@dwe.nsw.gov.au)  
W: [www.dwe.nsw.gov.au](http://www.dwe.nsw.gov.au)

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**APPENDIX 3**

Draft Management Plan (Levels of Service & Service Agreements)

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Office  
of Water

## Gingie Aboriginal Water & Sewerage

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Draft Interim Management Plan

Department of  
Environment, Climate Change and Water



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## Purpose of Management Plan

The purpose of this Management Plan is to bring together information, in order to help achieve optimal performance and provide water and sewerage to the local community at an equivalent standard to the wider community.

This will be achieved by:

- Considering the needs of consumers, regulators and employees;
- Documenting local policies and procedures not covered by the general Service Agreement;
- Documenting activities, so their effectiveness can be monitored and reviewed by the Local Water Utility, Local Aboriginal Land Council, NOW's Water & Sewerage Inspector and NSW Health;
- Using a risk-based approach to manage quality at all points from water source to consumer to wastewater removal to release back to the environment;
- Assigning roles and responsibilities for on-going operation, maintenance, management and incident response.

## Acknowledgements

This document has drawn on the Community Water Planner by the National Health and Medical Research Council, 8<sup>th</sup> December 2005 and Riverina Water's Water Quality Management System – HACCP Manual, 20 November 2008.

## Document Updates

Document	Update	Responsible	Status
Water & Sewerage Management Plan	<u>Important changes:</u> Anytime.	BHC (in agreement with LALC & NOW)	
	<u>Periodic Reviews:</u> After 1 <sup>st</sup> year, then every 2 years.	NOW	

## Document Control

Date	Version	Actions	Issued To	Approved
5 Jun 10	V1 (draft)	Issued for comments after workshop 1&2 June 10.	LALC, WSC, BHC, NOW, Health, AA & NSW ALC.	
	V2 (final)			

## Glossary

**ADWF:** Average Dry Weather Flow

**ADWG:** *Australian Drinking Water Guidelines* 2004 published by National Health and Medical Research Council and Natural Resource Management Ministerial Council.

**BHC:** BHC Plumbing Pty Ltd

**Critical Control Point:** a point, step or procedure at which control can be applied and which is essential to prevent or eliminate a hazard or reduce it to an acceptable level. A critical control point requires:

- an operational parameter that can be measured and for which critical limits can be set to define the operational effectiveness of the activity;
- an operational parameter that can be monitored frequently enough to reveal any failures in a timely manner (online and continuous monitoring is preferable); and
- procedures for corrective action that can be implemented in response to deviation from critical limits.

**Critical Limits:** the acceptable range (or prescribed tolerance) that must be met to ensure that a critical control point effectively controls a potential health hazard.

**Hazard:** biological, chemical, physical or radiological agent that has potential to cause harm.

**Hazardous event:** is an incident or situation that can lead to the presence of a hazard.

**LALC:** Local Aboriginal Land Council

**LALC - CEO:** Local Aboriginal Land Council – Chief Executive Officer

**LWU:** Local Water Utility (often the local shire council).

**NOW:** NSW Office of Water

**Operational Monitoring (OM):** regular observations and tests to confirm that individual barriers and preventive strategies for controlling hazards are functioning effectively.

**Operational Procedure (OP):** tasks essential to ensure the provision of consistently good quality drinking water or effluent. It provides detailed procedures required for the operation of all processes and activities (both ongoing and periodic), including preventive measures, operational monitoring and verification procedures, and maintenance requirements.

**Preventive Measure (PM):** any planned action, activity or process used to prevent hazards occurring or reduce them to acceptable levels.

**PWWF:** Peak Wet Weather Flow

**Risk:** the likelihood of a hazard to cause harm and the severity of the consequences.

**Target criteria:** performance goals for each preventive measure. These criteria can be quantitative (numerical) or qualitative (descriptive).

**Verification Monitoring (VM):** monitoring used to assess the overall performance of the system (including quality of drinking water or effluent, and monitoring of consumer satisfaction).

## Summary

**Table 1: Contacts**

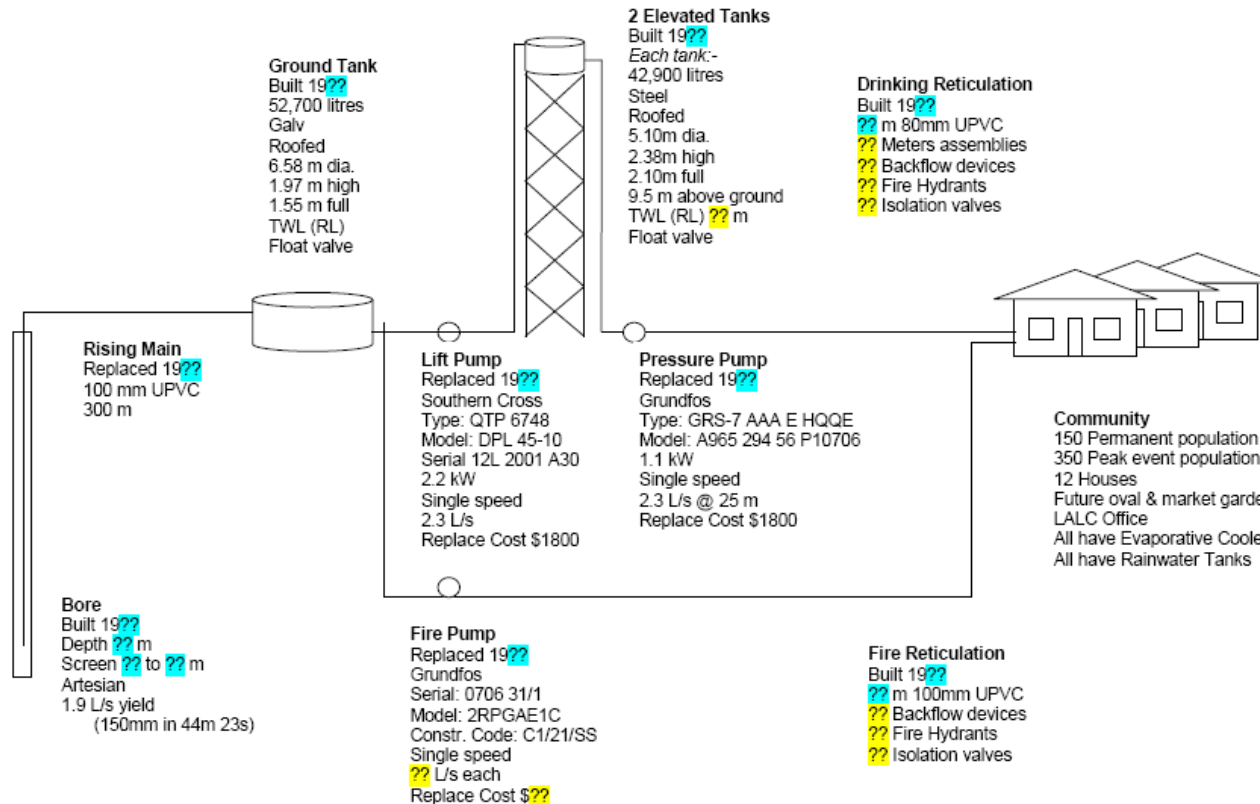
Agency or Business	Person	Phone
Emergency	000	000
Ambulance	000	131 233
Police	Walgett	T: (02) 6828 6899
Fire	???? ???? ?	T: (02) ???? ???? or (02) ???? ???? ?
Aboriginal Medical	Walgett	T: (02) 6828 1611
Local Aboriginal Land Council	Anne Dennis (CEO)	M: 0403 608 104
BHC Plumbing	Anthony Burke	T: (03) 5024 2252 M: 0407 164 995
Walgett Shire Council	K. C. – Utilities Engineer Les Green – Senior Operator	M: 0458 279 877 M: 0417 462 637
NSW Office of Water	Trent Betts - Operations Ian Burton – Capital Works John Bourke - Policy & Approvals	M: 0417 458 247 M: 0427 818 827 T: (02) 4904 2514 M: 0413 018 644
NSW Health	David Ferrall	T: (08) 8080 1504 M: 0409 462 137
Aboriginal Affairs	Lesley Houston	M: 0457 742 617
NSW Aboriginal Land Council	Joe Flick	T: (02) 6885 7000 M: 0428 101 577

**Table 2: Roles & Responsibilities**

Stakeholder	Roles & Responsibilities
Aboriginal Community	Report issues asap to Local Aboriginal Land Council - CEO. Assist the Shire Council and Health, if the option arises.
Local Aboriginal Land Council – CEO (LALC – CEO)	Be the 1 <sup>st</sup> point of contact for all community issues. Maintain a Community Issues Register (see Appendix A). Advise service provider immediately when an issue arises. Participate in 4-monthly review meetings.
BHC Plumbing - Service Provider	Provide water and sewerage services to the same extent as Shire-owned services, except as specifically varied. Maintain regular communication and consultation with the community (via LALC - CEO), LALC, NOW and NSW Health. Participate in 4-monthly review meetings. Maintain and update this Management Plan. Obtain financial approvals from NOW before proceeding.
NSW Office of Water (NOW)	Provide Program Management and Financial approvals. Provide technical support on investigation, design, construction, operation, maintenance and management. Conduct and minute 4-monthly meetings (see Appendix B).
NSW Health	Provide technical support on health issues. Participate in 4-monthly reviews by either attendance or prior written advice to the other attendees.

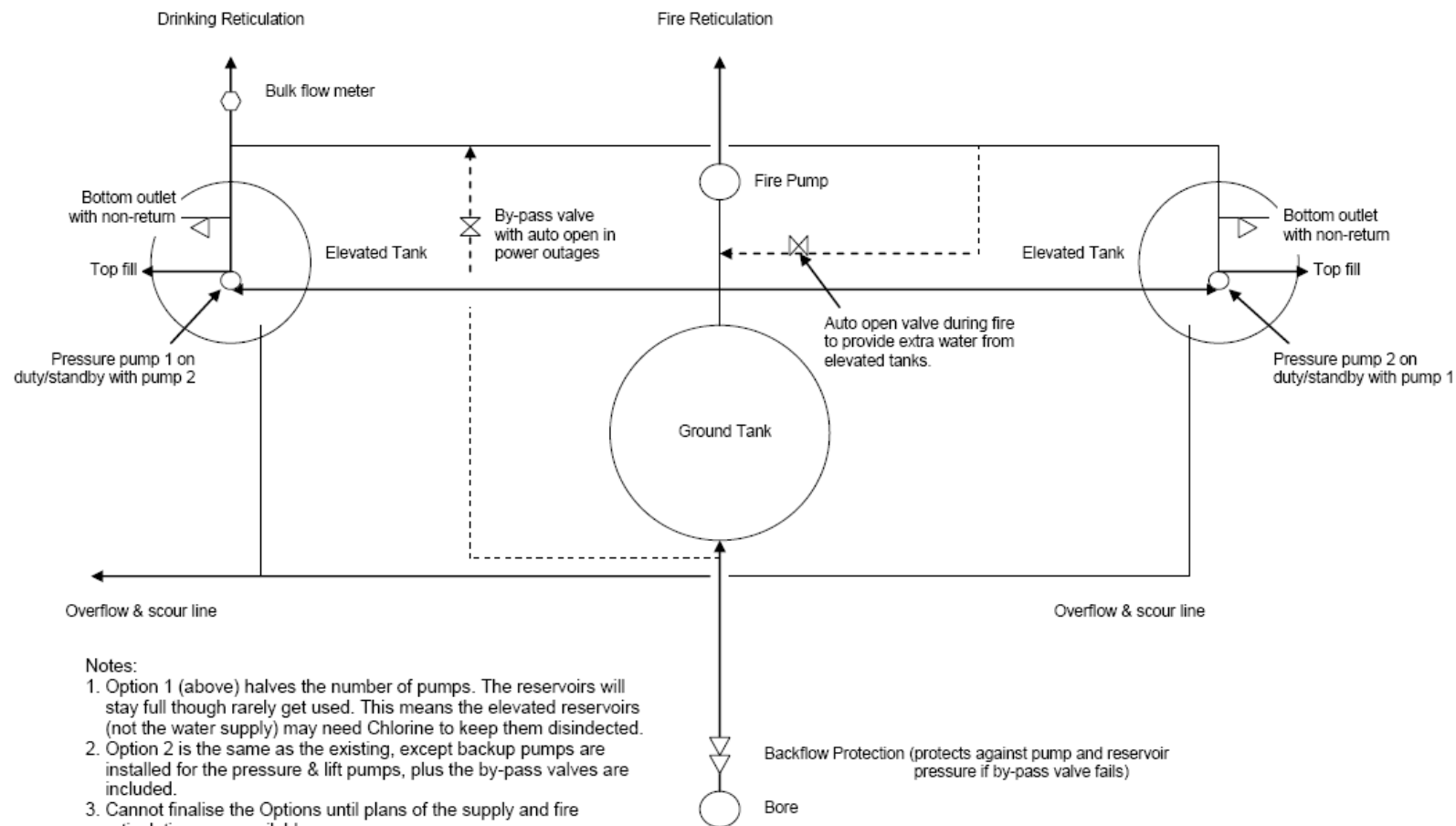
# Schematic: Drinking Water Scheme

Delivery Train – Deep bore → Rising Main → Ground Tank – 2 elevated Storage Tanks → Reticulation → Community



**Schematic: Draft Option 1 – Alternate arrangement for bore, reservoirs and pumps**

**Reasons for new arrangement:** provide better backup for pump failures, power outages and increase fire-fighting storage and fire pump backup.

**Notes:**

1. Option 1 (above) halves the number of pumps. The reservoirs will stay full though rarely get used. This means the elevated reservoirs (not the water supply) may need Chlorine to keep them disinfected.
2. Option 2 is the same as the existing, except backup pumps are installed for the pressure & lift pumps, plus the by-pass valves are included.
3. Cannot finalise the Options until plans of the supply and fire reticulations are available.
4. BHC must review, add isolation valves and recommend a preferred option.



**Table 3: Water Supply – Routine Operation, Maintenance & Monitoring**

Table No.	Ref. No	Location	Activity No.	Activity	Target or Critical Limit	Corrective Action	Who	Continuously	Daily	Weekly	Fortnightly	1-monthly	4-monthly	6-Monthly	12-Monthly
10	7	Bore	R	Check bore plinth, casing, etc	Bore protected from run-off.	Repair or replace.	BHC								√
10	12	Rising Main		Check pipeline for leaks or damage.	No leaks, damage or shrubs/trees.	Repair or weed spray as required.	BHC				√				
10	16	Drinking Reservoirs	BE	Check no entry points for pests.	No signs of entry or interference	See CCP-1	BHC				√				
10	20		BF	Fences, hatches, floats & leaks.	Security intact & all good.	See CCP-1 and repair.	BHC				√				
10	22		BG	Check for sediment build-up	Sediments not drawn into outlet.	Hose from outside or get divers.	BHC								√
10	24		BH	Review water level readouts.	Nil odd. Daily recovery to 100%.	Check anything odd. See CCP-3	BHC	√			√				
10	28	Lift, Pressure & Fire Pumps	Z	Check pumps & valves.	Look & sound okay. No leaks.	Repair/replace as necessary.	BHC				√				
10	29		AA	Read hours, amps & starts	Nothing out of the ordinary.	Investigate everything unusual.	BHC				√				
14	1 - 4			Flow rate test on bore & all pumps	Meet spec's & maximum demand.	Repair or replace.									√
10	34	Distribution System	BJ	Leaks, sign posts, lids.	Everything in good condition.	Repair as necessary.	BHC				√				
10	35		BK	1 to 2 am night leakage test.	Leakage <100L or 10% avg hour.	Find and repair leaks.	BHC							√	
10	39			Read & check meters, if installed.	All meters operate continuously.	Repair/replace immediately.	BHC						√		
10	40			Cross-connection check in houses.	No tap flow when meter tap is off.	Find & remove cross-connection.	BHC								√
10	44		BM	Disinfect/ flush after repairs.	Contaminants don't enter supply.	See CCP-4	BHC								
10	46		BN	Flush mains & check hydrants	Mains are clean & hydrants good.	Flush til clear. Repair hydrants.	BHC								√
10	60	Water Tests	BT	Chlorine in elevated reservoirs.	Limits: 0.2 - 1.0 mg/L, Target: 0.5	Refer to CCP-2	BHC					√			
				Water temperature	Bore, ground & elevated tanks	Record and send to NOW	BHC				√				
10	61		BV	Radiological - 5 yearly.	See Drinking Water Monitoring Booklet	Contact NSW Health	BHC								5
10	62		BW	Microbiological	Routine schedule.	Contact NSW Health	BHC					√			
10	63		BY	Chemical mthly for 12, then 6 mthly	Routine schedule.	Contact NSW Health	BHC					√		√	
10	64		BZ	Pesticides mthly for 12, then tba.	Routine schedule.	Contact NSW Health	BHC					√			√
10	65		CA	Disinfection by-products, mthly for 12mths then tba.	Routine schedule.	Contact NSW Health	BHC					√			√
		Management		Attend 4-monthly meetings	See Appendix B for Agenda	Advise early if cancellation.	All							√	

**Table 4: Water Supply – Action Sheet**

Table No.	Ref.	Actions	Who	When	Progress
		Page 8. Complete information in <b>blue</b> Schematic.	Ian B	2 Jul 10	
		Page 8. Complete information in <b>yellow</b> Schematic.	BHC	2 Jul 10	
		Page 9. Review & add isolation valves to Schematic.	BHC	2 Jul 10	
9	-	Recheck the bore flow rate without any valve restrictions.	BHC	2 Jul 10	
9	-	Get spec. and flow rate for Lift Pump	BHC	2 Jul 10	Done
9	-	Get spec. and flow rate for Fire Pump	BHC	2 Jul 10	
9	-	Measure pressure in reticulation	BHC	2 Oct 10	
		Page 17. Ensure fire-fighting meets AS 2419.1	Ian B	2 Oct 10	
		Page 17. Find contact in Dept of Ag to advise LALC on soils	Ian B	2 Jul 10	
10	5	Construct new reinforced concrete slab around bore.	BHC	2 Oct 10	
10	6	Check if backflow protection is needed on bore.	Warwick	2 Jul 10	Yes, if auto by-pass installed.
10	15	Raise hatch 100 mm above roof & seal against roof run-off.	BHC	2 Oct 10	
10	17	Improve ladder & tower security, so people can't climb up.	BHC	2 Oct 10	
10	18	Treat rust on tanks, stands, pipes, pumps & fittings.	BHC	2 Oct 10	
10	19	Repair security fence, clear soil & treat for rust/corrosion.	BHC	2 Oct 10	
10	21	Develop Tank Cleaning Procedure, unless just hosing from outside or using divers.	BHC	2 Oct 10	
10	23	Council install telemetry to send alert to BHC.	WSC	2 Oct 10	
10	26	Reconfigure arrangement of bore, pumps and reservoirs for better redundancy/backup. See table 10 Item 26 and schematic on page 9 for details.	BHC	2 Oct 10	
10	27	Check pumps for auto shut-down if they overheat or run dry.	BHC	2 Oct 10	
10	31	Install bulk water meter with data logger set to hourly readings to check for leaks. Later, revert to daily readings.	BHC	2 Aug 10	
10		Get dwgs of Fire and Water Retics. Try the new Con Hagis.	Ian B	2 Jul 10	
10	37	Advise between water meters & double check valves.	LALC-CEO	2 Jul 10	
10	38	Install meters or double checks, depending on LALC advice.	BHC	2 Oct 10	
10	41	Educate community to be responsible for meters.	LALC-CEO	2 Oct 10	
10	43	Confirm CCP-1 is workable to disinfect/flush after repairs.	BHC	2 Jul 10	
10	45	Eliminate dead ends by laying extra pipes to form loops.	BHC	2 Oct 10	
10	51	Check fire-fighting meets AS 2419, eg min. 10 L/s with 150 kpa residual pressure and supply for 4 hours at 10 L/s.	Ian B	2 Oct 10	
10	53	Ask Local Fire Authority to do pump flow test on hydrants.	BHC	2 Oct 10	
10	54	Educate community LALC-CEO is now 1st point of contact.	LALC-CEO	2 Jul 10	
10	55	Develop a water strategy for when sports area and community gardens go ahead.	LALC-CEO	2 Oct 10	
12	2	Insert amount of Sodium Hypochlorite needed in Table 12.	BHC	2 Oct 10	
13	1	Document Testing Procedures	BHC	2 Oct 10	
13	2	Develop O&M Manual & supply copies to LALC NOW WSC	BHC	2 Oct 10	
15	-	Complete Table 15 - Water Supply Asset Management	BHC	2 Oct 10	

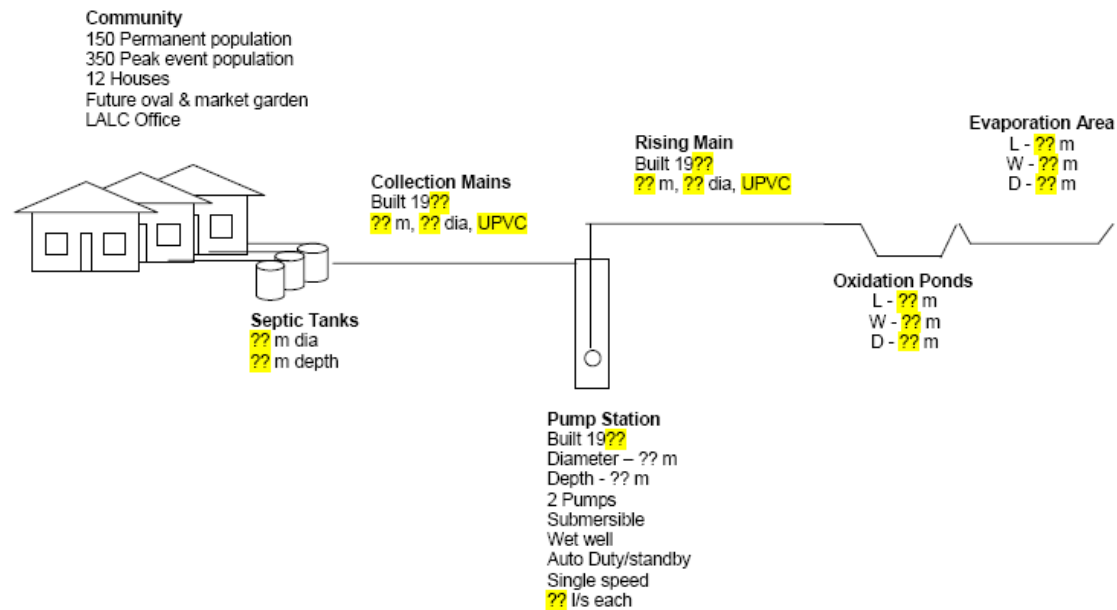
## WALGETT SHIRE COUNCIL AGENDA

Gingie Aboriginal Water &amp; Sewerage

[illegible]

## Schematic: Sewerage Scheme

**Train** - Community → Septic Tanks → Collection Mains → Pump Station → Rising Main → Oxidation Ponds → Evaporation



# WALGETT SHIRE COUNCIL AGENDA

Gingie Aboriginal Water & Sewerage

**Table 5: Sewerage – Routine Operation Maintenance & Monitoring**

Table No.	Ref. No	Location	Activity No.	Activity	Target or Critical Limit	Corrective Action	Who	Continuously	Daily	Weekly	Fortnightly	1-monthly	3-monthly	6-Monthly	12-Monthly
18	3	Households	SA	Check Boundary Shafts.	As per Plumbing Code.	Get LALC approval to fix.									√
18	7	Septic Tanks	SF	Inspect sludge level.	Sludge volume < 30%.	Pumpout. See CCP-1									√
18	12	Collection Mains	SH	Externally inspect access holes.	No sign of overflow or damage.	Repair as required.						√			
18	13		SI	Internally inspect access holes.	No roots. No damage. No inflow or infiltration.	Repair. Clean & CCTV problem sewers.									√
18	15		SJ	Security check of access holes.	No evidence of tampering.	Install more secure lids and/or locks.					√				
18	19	Pump Station	SK	Check pits, probes, pumps & pipes.	Look & sound okay. No leaks.	Repair.					√				
18	20		SL	Read pump hrs, amps & starts.	For ADWF, hrs < 2 /day, amps < 2, starts < 2.	Check and repair.					√				
18	21		SM	Check security.	Security stays intact.	Repair.					√				
18	22		SN	Monitor high level alarm.	High level is not exceeded, except in extreme wet weather.	Reduce I/I < 5 x ADWF and/or repair/upsized pumps.		√							
18	23		SO	Drop test & record pump rate.	Pump rate stays > Design PWWF.	Repair or upgrade.									√
18	17	Rising Main	SP	Leaks, damage & re-growth.	No leaks, damage or re-growth.	Repair or spray as required.					√				
18	32	Ponds	SP	Blockages, erosion, weeds, fences & access tracks.	All in good working condition.	Repair or spray as required.					√				

**Table 6: Sewerage – Action Sheet**

Table No.	Ref.	Actions	Who	When	Progress
		Page 9. Obtain drawings for sewerage scheme.	Ian B	2 Oct 10	
		Page 9. Where possible measure & complete Schematic.	BHC	2 Oct 10	
5, 10	20	Complete "For ADWF, hrs < ? /day, amps < ?, starts < ?."	BHC	2 Oct 10	
17	-	Do drop test and pump spec to establish pump flowrate.	BHC	2 Oct 10	
17	-	Establish ADWF pump run time & check against Table 17	BHC	2 Oct 10	
17	-	Check flow velocity after flow rate is provided.	Ian B	2 Oct 10	
18	1	One-off check all surcharge gullies are working correctly.	BHC	2 Oct 10	
18	8	Send WSC and Trent design of new septic tanks – highlighting security, ease of maintenance and height adjustment.	BHC	2 Oct 10	
18	8	Apply to John Bourke for funding to replace 4 septs.	BHC	2 Oct 10	
18	10	Community Education Program about disposal to sewer.	BHC	2 Oct 10	
18	11, 24	Clean & CCTV sewer mains and rising main to ponds.	BHC	2 Oct 10	
18	20	Install telemetry for high level alarm to alert BHC of failure.	WSC	2 Oct 10	
18	21	Check pumps for auto shut-down if they overheat or run dry.	WSC	2 Oct 10	
18	25	Clear rising main of threatening trees & shrubs.	BHC	2 Oct 10	
18	26	Install pipeline markers along rising main to ponds.	BHC	2 Oct 10	
18	29	Repair fences and improve locking mechanism to exclude unauthorised access	BHC	2 Oct 10	
18	30	Repair overflow weirs.	BHC	2 Oct 10	
18	31	Weed clearing program.	BHC	2 Oct 10	
18	35	Advise BHC of pumpout requirements, if any, to ensure BHC Plumbing is a qualified & licensed contractors.	WSC	2 Oct 10	
18	36	Get NOW's opinion on disposal to back ponds.	Trent B	2 Oct 10	
18	37	Erect warning signs, stating fines, on fence.	WSC	2 Oct 10	
18	38	BHC develop safe work method statements, include spills.	BHC	2 Oct 10	
21	1	Develop an Operation & Maintenance Manual and supply copies to LALC, NOW & WSC. See Table 21 for details.	BHC	2 Oct 10	
21	2	Develop Biosolids Handling & Pumpout Procedure	BHC	2 Oct 10	
21	3	Employee Induction, Awareness & Involvement Program	BHC	2 Oct 10	
22	1	Recommend the interval between major pump services.	WSC	2 Oct 10	
23	-	Complete Table 23 – Sewerage Asset Management	BHC	2 Oct 10	

# 1 Water Supply

## 1.1 Water Demand

**Table 7: Indicative Demand Calculation (including future growth)**

			Annual		Peak Day	
Consumer Type	Qty	Unit	Rate*	Total	Rate*	Total
<u>Indoor Use</u>						
Permanent population	150	persons	55 kL/pers.	8.3 ML/yr	200 L/pers	30.0 kL
Peak visitor numbers (assuming 2 days p.a.)	200	persons	0.1 kL/pers.	0.0 ML/yr	100 L/pers.	20.0 kL
LALC Office (30 events/yr)	20	visitors	0.8 kL/pers	0.0 ML/yr	50 L/pers.	0.1 kL
Evaporative Coolers	13	coolers	100 kL/unit	1.3 ML/yr	1,000 L/unit	13.0 kL
<u>Outdoor Use</u>						
House gardens	12	dwelling	200 kL	2.4 ML	2,000 kL	24 kL
Future Sports Area	0.2	Ha	10 ML/Ha	2.0 ML	250 kL/Ha	50 kL
Future Garden	0.2	Ha	10 ML/Ha	2.0 ML		50 kL
<b>Total</b>				<b>16 ML/yr</b>		<b>187 kL/day</b>
					Over 22 hrs	2.4 L/s
<b>Instantaneous Demand</b>	17	Connections			0.15 L/conn.	2.6 L/s

\* Insert typical Shire rates if available.

**Table 8: Past Usage**

	2005	2006	2007	2008	2009
Annual Scheme Use (ML p.a.)	Not available				
Peak Day Scheme Use (ML / day)**	Not available				

\*\* Install a data-logger on the Bulk Water to verify the indicative PPD is representative.

**Table 9: Capacity Checks**

Scheme Element	Amount	Indicative Capacity Guide*	Comments
Water Restrictions	Nil	5:10:20 rule	
Bore flowrate	1.9 L/s	2.4 L/s (PDD) or 10 L/s (fire)	BHC double check
Ground Reservoir	52.7 kL	144 kL (fire)	Fire system needs checking.
Lift Pumps	2.3 L/s	2.4 L/s (PDD)	
Pressure Pump	2.3 L/s	2.6 L/s (Instantaneous Demand)	Okay, based on indicative guide.
Elevated Reservoirs (total)	85.8 kL	187 kL (PDD) or 144 kL (fire)	Okay, without sport/garden areas
Minimum water pressure	?? m	12 m head	Check pressure.

\* For more information, refer to Water Supply Investigation Manual, NSW Public Works, 1990.

## Conclusion

The average Australian home uses 260 litres/day/person with 160 litres used inside the home. The World Health Organization estimates 100 litres is required per day per person for personal hygiene, washing, cooking & drinking. The bore and scheme appears capable of easily satisfying the existing

demands and should be capable of supplying either the proposed sport area or community garden both not at their proposed size. A bulk meter with a datalogger needs to be installed to verify the real demand pattern.

Future peak day demand (PDD) is estimated at 187 kL/day and comprises of:

- i. 43 kL for households
- ii. 20 kL for visitors
- iii. 24 kL for residential gardens & lawns
- iv. 100 kL for the proposed sports area and community garden.

The elevated reservoirs (85.8 kL) meet the indicative guide of 1 day's peak day demand for current use (87 kL). The proposed sports area and community garden will have a significant impact if they go ahead. They will more than double peak day demand to reach 187 kL. Care should therefore be taken to minimise the irrigated area and apply restrictions to protect the more important residential needs.

The ground tank is not sufficient for fire-fighting. A minimum of 144 kL is normally required but the ground tank only holds 52.7 kL. The bore flowrate currently estimated at 1.9 L/s is insufficient to make up the shortfall, so the elevated tanks need to be connected to the fire pump. The flow rate from the bore should be double-checked.

## Water Quality

Comments
indicator bacteria ( <i>E. coli</i> , total coliforms) – generally very good. No problems on record
algae, cyanobacteria and toxins (for surface water) – n/a to bore water
physical characteristics – 270 Na, TDS 580-600 mg/L. Hardness quite low. No taste issues.
inorganic chemical characteristics (including chlorine) – no issues.
Pesticides – will get samples.
disinfection by-products (for chlorinated supply) – no chlorine.
Radioactivity – will get samples.

## Conclusion

The bore water provides good quality for drinking and residential purposes.

Total dissolved solids is higher than suggested for taste reasons by the Australian Drinking Water Guidelines. However the taste is very acceptable to locals. Hence, it's not an issue.

The only issue with water quality is it's less suitable for lawns and gardens than the previous supply that used river water. The Department of Primary Industries (formerly Department of Agriculture) will be consulted for potential solutions.

## 1.2 Risk Assessment

The table below and the Risk Matrix in Appendix C are used to evaluate the risk for Hazardous Events with the Existing Controls. If Additional Controls are needed, they are noted and recurring actions are further detailed in the Operation, Maintenance & Monitoring Schedule.

**Table 10: Water Supply – Hazardous Events & Controls**

Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (if existing controls are insufficient)	Operation, Maintenance & Monitoring			Who	When
							Activity	Target or Critical Limit (Bold indicates a CCP)	Corrective Action		
	<b>Bore</b>										
1	Health characteristics of water outside ADWG, eg, Arsenic, Barium, Fluoride, Uranium.	No issues identified to date. Need to do pesticides & radiological.	1	E	L						
2											
3	Non-health characteristics of water outside ADWG, eg, Iron & Manganese causing staining and taste; or high TDS affecting water heaters, plumbing and taste.		1	E	L						
4											
5	Surface run-off entering bore.	Artesian pressure is about 100 kpa, so it's unlikely run-off can get into the bore.  Appears to be well constructed, ie no leaks.  Concrete plinth is badly cracked and has no reo.  No backflow protection, though it seems unnecessary with the positive artesian head.	1	E	L	BHC construct new reinforced concrete slab.					
6						WB check if backflow protection is needed.					
7						Regularly check integrity of bore, ie check construct to Minimum Construction Requirements for Water Bores in Australia, including 2m dia concrete plinth around bore, concrete seal 3m deep, extend seals 30cm above ground, screen air-vents and extend above1 in 100yr flood, cap and seal monitoring bores in the vicinity.	R Check bore plinth, casing, etc	Bore protected from run-off.	Repair or replace.		Annually

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (if existing controls are insufficient)	Operation, Maintenance & Monitoring			Who	When
							Activity	Target or Critical Limit (Bold indicates a CCP)	Corrective Action		
8	Livestock and animal droppings, on permeable soils or fractured rock, can contaminate shallow bores springs & wells.	N/A – bore is extremely deep and artesian. Rarely any stock grazing in the area.									
9	Septic Tanks or sewage effluent seeping into aquifer.	N/A – bore is extremely deep and artesian.									
10	Intensive agriculture or Industry that may have leached wastes into aquifer.	N/A									
11	Secured areas are breached by people or animal, potentially leaving contaminants.	N/A									
<b>Rising Main</b>											
12	Tree roots enter pipe joins, causing blockages and damage.	No history of blockages and line is cleared of trees and shrubs.	1	E	L	Regularly patrol pipeline to check for leaks, damage or threatening re-growth.	Drive pipeline for leaks and damage.	No leaks or damage.	Repair as required.		Monthly
<b>Drinking Reservoirs</b>											
13	Water short-circuits, especially if the inlet and outlet use a common pipe, leading to loss of disinfection and growth of harmful bacteria.	N/A - not chlorinated									
14	Animals, birds, reptiles or their droppings enter through small openings and contaminate the water with harmful bacteria and protozoa – leading to illness and odours.	Roofs fit quite tightly against top of wall.	2	D	L	Ensure the roof doesn't drain into the tank.					
15		Hatches can let roof run-off into reservoirs. Consider UV Disinfection if disinfection ever becomes an issue.				Raise hatch to 100 mm above roof and seal against entry of roof run-off.					
16						Check the tank & roof regularly to ensure all openings and overflows	B E	Check no entry points for pests.	No signs of entry or interference	See CCP-?	Fortnightly

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (if existing controls are insufficient)	Operation, Maintenance & Monitoring			Who	When
							Activity	Target or Critical Limit (Bold indicates a CCP)	Corrective Action		
						are screened or sealed against pests. (See BE)					
17	Human access, whether unauthorised such as swimming or authorised maintenance, can cause microbial contamination of water supply and damage infrastructure.	Has been a problem in the past but not now.	3	C	H	Improve ladder and tower security, so unauthorised people cannot climb up.					
18		Roof is bolted down and hatches are locked.				Treat rust on tanks, stands, pipes, pumps & fittings.					
19		Security fence around the compound but needs maintenance.				Repair security fence, clear soil off the fence and treat rust/corrosion.					
20		Ladder need to be access-proofed.				Regularly check security of fences, ladders and hatches. (See BF)	B F	Fences, hatch, floats & leaks.	Security intact & all good.	Shut-off 'til tests clear. Repair.	Fortnightly
21	High Chlorine residuals, after cleaning and disinfecting a storage, may enter the water supply – causing irritation of mucous membranes and tastes and odours.	Cleaned for rubbish and gritty sandy material, but not much sludge.	2	D	L	Develop a Tank Cleaning Procedure to minimise customer disruptions and ensure water quality and free Chlorine residual is within acceptable range prior to returning a reservoir to service. Perhaps, hosing from the outside is sufficient or get divers.					
22	Sediments, containing micro-organisms and slime, may be disturbed – causing odours and loss of disinfection – if reservoir is not kept clean.	Don't get much sediments. No tree around to drop. Well sealed against birds and dust. Bore water very clean	1	D	L	Inspect storages regularly and clean as necessary. Also, minimise dust entry.	B G	Check for sediment build-up	Sediments are not drawn into outlet.	See Hose from outside is sufficient. Or get divers.	Annually
23	Sediments may re-suspended and flow into the reticulation, if minimum levels in the reservoirs are not maintained.	All tanks work on float valves. No monitoring	2	B	H	Council install telemetry to send alert to BHC.					
24		Reservoirs run out in summer when taps left on & kids use sprinklers.				Regularly review auto-readouts on water levels. (See BH).	B H	Review water level readouts.	Level always > ??%. Daily recovery & nothing odd.		Continuous or Weekly

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (if existing controls are insufficient)	Operation, Maintenance & Monitoring			Who	When
							Activity	Target or Critical Limit (Bold indicates a CCP)	Corrective Action		
25	For dual water supplies, cross-connections may cause pressure from one system to fill a reservoir in the other system.	N/A.									
	<b>Lift Pump Station</b>										
26	Pump malfunction due to failure of equipment or power supply.	Elevated tanks give 24 hrs storage now & 10 hrs, if sports area and community gardens setup.  Power is very reliable – no long outages.  Pressure & lift pumps are cannot substitute for each other.  Artesian pressure could supply water in an emergency if pipework is installed.  Have run out of water during non-summer due to main break and float jammed in tank.  Possibility for Fire-Fighting pumps.	3	E	M	Reconfigure arrangement of bore, pumps and reservoirs for better redundancy & backup by :  - backflow protection at the bore;  - automated connection of bore to retic during power outages & manual by-pass in the event of fire pump breakdown;  - supply to pressure pump from ground tank and outlet to elevated tank and retic simultaneously;  - replace lift pump with a 2 <sup>nd</sup> pressure pump;  - upgrade electricals to connect the 2 pressure pumps in a duty/standby arrangement.	See draft layout in Summary Section.			BHC	
27						Check pumps have auto shut-down for overheating & dry running.					
28						Regularly check equipment and alarms. (See Z, AA & AB)	Z	Check pumps & valves.	Look & sound okay. No leaks.	Repair as necessary.	Fortnightly
29							AA	Read hour & amp meters	Nothing usual.	Find and repair.	Fortnightly
30											

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (if existing controls are insufficient)	Operation, Maintenance & Monitoring			Who	When
							Activity	Target or Critical Limit (Bold indicates a CCP)	Corrective Action		
	<b>Distribution System</b>										
31	Leaky pipes and fittings can allow contaminants to backflow into the mains, if there is a system failure. Mains near sewers, septic tanks and stormwater are especially vulnerable to high levels of contamination.	Suspect the system may be fairly leaky. Sewer lines and WS are generally several meters apart.	3	D	M	Install bulk water meter with data logger set to hourly readings, while looking for leaks. (revert to daily readings afterwards).					
32		Fire fighting is a separate reticulation but shares the same water source.				Obtain drawings of Fire and Water Supply reticulation. Ian Burton to try the new Con Hagis.					
33		Fire Service was installed new in the last few years. At the same time, service connections were ungraded.				After getting drawings, investigate combining the two reticulations to: - reduce redundant and potentially leaky pipelines; - provide better flushing after repairs via hydrants on drinking retic; - enable fire system to access elevated storages, as ground storage is inadequate for fire-fighting; - avoid confusion as hydrants may be found on both retics but have different capacities.					
34						Establish a Procedure for leak detection and preventive maintenance to reduce leaky pipes and fittings, especially in high risk areas. (See BJ & BK)	B J	Leaks, sign posts, lids.	Everything in good condition.	Repair as necessary.	Fortnightly
35							B K	Do night leakage test.	1 to 2 am Leakage < 100L or 10% avg hr.	Find and repair leak.	6-mthly
36	Failure of booster pumps or power supply can lead to loss of pressure and potential for contaminated backflow, plus cause	N/A									

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (if existing controls are insufficient)	Operation, Maintenance & Monitoring			Who	When
							Activity	Target or Critical Limit (Bold indicates a CCP)	Corrective Action		
	critical disruptions to consumers and industry.										
37	Cross-connections and lack of backflow prevention can allow contaminants to enter mains, especially from industries and houses with rainwater tanks, swimming pools, garden ponds, irrigation systems and pumps.	All rainwater tanks fitted with pressure pumps. No water meters.	3	C	H	LALC to advise whether to install water meters (with double check valves) or just double check valves.					
38						Install meters or double checks, depending on advice from LALC					
39						Read meters, if installed.	Read meters				4-mthly
40						Do internal house checks for cross-connection with rainwater tank.	Internal house checks for cross-connections.				12-mthly
41						Educate community to be responsible for connections and meters.					
42						Maintain minimum levels in drinking reservoirs. (See BH)					
43	Repairs, maintenance and new mains can introduce soil, construction debris, micro-organisms and chemicals to contaminate the water supply.	CCP1 is the draft procedure.	2	C	M	Confirm CCP-1 provides a workable procedure to disinfect and flush mains after repairs.					
44						Disinfect and flush after repairs or new work. (See BM)	B M	Disinfect repairs & new work.	See CCP-??		Event
45	Low flows and dead-end mains can lead to stagnant water, deposits of sediment, and loss of Chlorine – causing tastes & odours.	A few deadends which could be built out.	1	C	L	Eliminate dead ends by laying extra pipes to form loops.					
46						Regularly flush mains. (See BN)	B N	Flush mains & check hydrants	Mains clean & hydrants good.		12-Mthly
47	Floods may introduce contaminants, particularly through air valves and hydrants.	N/A. Retic is protected by flood levee.									

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (if existing controls are insufficient)	Operation, Maintenance & Monitoring			Who	When
							Activity	Target or Critical Limit (Bold indicates a CCP)	Corrective Action		
48	High temperatures (> 25 C) in above ground pipes can grow Legionella, Nagleria & mycobacteria – causing serious illness through inhalation or contact.	N/A.				Consider Chloramination to provide a persistent residual, if it ever becomes a problem.					
49	Cement pipes can leach, especially during low flows, causing high pH to irritate eyes and skin; and damage house plumbing.	N/A									
50	Unauthorised access can damage infrastructure & contaminate water mains.	N/A for retic. Only the water tower.									
51	Poorly designed and maintained fire fighting systems can damage mains and fail in fire fighting situations.	Upgraded in the last few years.	2	C	M	Check fire-fighting capacity as per AS 2419, eg min. 10 L/s with 150 kpa residual pressure and supply for 4 hours at 10 L/s.					
52						Request to Local Fire Authority to do pump flow test on hydrants.					
53						BHC conduct regular hydrant inspections. (See BN)					
54	Individuals not aware how to register their concerns.		2	C	M	Community education program about first point of contact not longer being Murdi Paaki.					
55	Large consumers threaten to exceed the scheme's capacity to supply water at critical times.	Proposed sports area and community garden will cause stress on the water supply during summer. Refer to section 1.1 above for details.	3	C	H	Develop a water strategy to ensure sports area and community gardens don't take too much water away from the more important residential needs, if they go ahead.					

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (if existing controls are insufficient)	Operation, Maintenance & Monitoring			Who	When
							Activity	Target or Critical Limit (Bold indicates a CCP)	Corrective Action		
	<b>Consumers</b>										
56	Individuals not aware how to register their concerns.		2	C	M	Educate community LALC-CEO is now 1st point of contact.					
57	Large consumers threaten to exceed the scheme's capacity to supply water at critical times.	Sports area and community gardens could easily impact on water supply without a water management strategy.				Develop a water strategy for when sports area and community gardens go ahead. See 1.1 Conclusion, above about the issue.					
	<b>Visitor season &amp; events</b>										
58	Insufficient water to meet increased demands – leading to poor hygiene and dehydration.	Seldom run out of water and usually from excess water usage rather than visitors.	1	D	L						
59	Increased usage may dislodge biofilm and re-suspend sediments – leading to taste, odours and discoloured water.	N/A.									
	<b>Water Tests</b>										
60	Operational tests					Operational tests. (See BT).	BT Chlorine in Reservoirs & Retic.	Res: 0.5 - 1.5 mg/L	Refer to CCP-2		
61	Verification tests					Verification tests under the NSW Health Drinking Water Monitoring Program. (See BV, BW, BY, BZ & CA)	BV Radiological - 5 yearly.	See Sect 1.3.4 of Drinking Water Monitoring Booklet	Contact NSW Health	BHC	5 Yearly
62							BW Microbiological	Routine schedule.	Contact NSW Health	BHC	Monthly
63							BY Chemical mthly for 12, then 6 mthly	Routine schedule.	Contact NSW Health	BHC	Yearly
64							BZ Pesticides mthly for 12, then tba.	Routine schedule.	Contact NSW Health	BHC	Monthly
65							CA Disinfection by-products, mthly for 12mths then tba.	Routine schedule.	Contact NSW Health	BHC	Monthly

### 1.3 Critical Control Points (CCPs)

See **Glossary** for definition of CCP.

**Table 11: Summary of CCPs**

LOCATION	CCP NUMBER	CCP & CONTROL MEASURE (Examples)
Reservoir	CCP-1	Exclusion of outside influences: the ability to maintain water quality by isolating it from potential contaminants.
Reservoir	CCP-2	Disinfection: to control free chlorine levels to limit growth of microbiological contaminants to safe levels.
Reservoir	CCP-3	Maintain pressure: to prevent contaminants entering the system when pressure is lost.
Distribution	CCP-4	Repair/ maintenance/ installation of mains: control of work practices to prevent contaminants being introduced into the mains during works.

**Note:** Some of the above CCP's were developed from Riverina Water's Water Quality Safety Plan.

**Table 12: Details of CCPs**

No	CCP	Monitoring	Critical Limits	Corrective Action
1	<u>Location:</u> Reservoir <u>CCP:</u> Maintain against entry of pests, contaminants and unauthorised people.	<u>What:</u> Inspect potential entry points. <u>Who:</u> BHC Operator. <u>Where:</u> Hatches & joins between roof & tank. <u>When:</u> Fortnightly. <u>Records:</u> Log Sheets <u>How:</u> Visual	No evidence of entry or interference by pests or unauthorised people.	<u>When:</u> Immediately after evidence of breach. <u>What:</u> 1) If contamination is suspected, close reservoir until tests clear or empty and clean. 2) Obstruct entry until a permanent repair is made. <u>Who:</u> LWU Operator <u>Records:</u> Non-Conformance Report.
2	<u>Location:</u> Elevated Reservoirs <u>CCP:</u> Maintain Chlorine in the rarely used reservoirs because the pressure pump supplies all the village's needs. Being idle increases the chance of contamination.	<u>What:</u> Chlorine residual. <u>Who:</u> BHC Operator <u>Where:</u> Two Elevated Reservoirs. <u>When:</u> Monthly. <u>Records:</u> Log sheets <u>How:</u> HACH Chlorine pocket colorimeter.	Free Chlorine residual in reservoir. <u>Limits:</u> 0.5 – 1.5 mg/l <u>Target:</u> 1.0 mg/L	<u>When:</u> As soon as limits are breached. <u>What:</u> 1. Retest. 2. Add ?? L of Hypo to raise a tank by 0.1 mg/L. <u>Who:</u> LWU Operator. <u>Records:</u> Log sheet and Non-Conformance Report.
3	<u>Location:</u> Reservoir <u>CCP:</u> Maintain pressure in reticulation to avoid contaminated backflow from entering mains.	<u>What:</u> Low Level alarm <u>Who:</u> BHC Operator <u>Where:</u> Via telemetry. <u>When:</u> Continuously. <u>Records:</u> Log sheets <u>How:</u> Transducers in reservoir.	<u>Reservoir:</u> > 80 % full (Set low level alarm as high as practical to avoid false alarms while also giving plenty of time to find and fix problems, before the reservoir is completely drained.)	<u>When:</u> As soon as a critical limit is breached. <u>What:</u> 1. Visit site to find cause. 2. If serious, alert LALC to stop garden watering to save water. <u>Who:</u> LWU Operator. <u>Where:</u> Call from site. <u>Records:</u> Log Sheet and Non-conformance Report.

No	CCP	Monitoring	Critical Limits	Corrective Action
4	<u>Location:</u> Distribution <u>CCP:</u> Taking care so contaminants don't reach consumers during or after work on mains.	<u>What:</u> Isolation valves, cleaning & flushing. <u>Who:</u> BHC Operator. <u>Where:</u> Along affected section. <u>When:</u> Before main goes into service. <u>Records:</u> Log sheet. <u>How:</u> Visual.	<u>Isolation valves:</u> Keep relevant mains valves and consumers valves closed during works. <u>Cleaning:</u> Thoroughly clean and disinfect all potentially contaminants surfaces. <u>Flushing:</u> While keeping downstream main valve closed, flush minimum of 20 pipe volumes at maximum velocity through downstream hydrant. Then, flush consumer valves, starting upstream and working downstream.	<u>When:</u> Procedure is not followed. <u>What:</u> 1. Repeat Isolation, Cleaning & Flushing Procedures. 2. Issue Boiled Water Alert until test for E Coli is clear. <u>Who:</u> BHC Supervisor. <u>Where:</u> Affected section of pipeline. <u>Records:</u> Log sheet.

## 1.4 Operational Procedures

Operational Procedures outline a series of steps and methods to operate and maintain equipment and processes.

**Table 13: Operational Procedures**

No	Operational Procedures	Document Status
1	Document Testing Procedures (BHC with advice from Health)	
2	Develop an Operation & Maintenance Manual and supply copies to LALC, NOW, WSC & Health. Include: specifications, parts list and O&M Manuals for all mechanical components; wiring diagrams for electricals; reticulation and pipework drawings; forms, procedures and information needed by operators.	
3	Employee Induction, Awareness and Involvement Plan	

## 1.5 Equipment Capability & Maintenance

Refer to Operations and Maintenance Manual and the following table.

**Table 14: Equipment Capability & Maintenance Schedule**

No	Equipment	Activity	Frequency	Issues/Notes
1	Bore	Flow rate test	12 months	
2	Pressure Pump	Pump Flow rate test	12 months	
		Overhaul or replace	As needed.	
3	Lift Pumps	Pump Flow rate test	12 months	
		Overhaul or replace	As needed.	
4	Fire pumps	Capacity Flow rate Test	12 months	
		Overhaul or replace	As needed.	

**Table 15: Water Supply Asset Management Table**

Component	Capacity	Date Built	Design Life	Estimated Renewal Date	Estimated Renewal Cost	Comments
Bore	??	??	??	??	??	
Rising Main	??	??	??	??	??	
Ground Tank	??	??	??	??	??	
Pressure pump 1	??	??	??	??	??	
Pressure pump 2	??	??	??	??	??	
Fire pump	??	??	??	??	??	
By-pass valve	??	??	??	??	??	
Bulk meter	??	??	??	??	??	
Electricals	??	??	??	??	??	
Elevated Tanks	??	??	??	??	??	
Reticulation	??	??	??	??	??	
Isolation valves	??	??	??	??	??	
Fire Hydrants	??	??	??	??	??	
Meter Assemblies	??	??	??	??	??	

Note any future improvements or investigations (eg installation of water filtration):

## 1.6 Chemicals and Materials

No requirements found specific to the scheme.

## 1.7 Verification Monitoring

Verification monitoring is used to assess the overall performance of the system and, ultimately, the quality of the drinking water being supplied to consumers.

Verification provides confidence for consumers about the quality of the water and it is a useful indication of problems within the water supply system that may need correction or an incident/emergency response.

The monitoring program should be developed in consultation with the local Public Health Unit. Refer to Table 3 for the general requirements.

The person responsible for sampling is nominated in Table 3. The person must be trained how to take the samples, package them and send them to the laboratory in a timely manner.

The service provider/water utility must ensure that the laboratory will notify the local Public Health Unit immediately of any monitoring result that exceeds a health guideline value.

## 2 Sewerage

### 2.1 System Checks

**Table 16: Indicative NSW Sewage Design Loadings**

Characteristic	Value	Unit		Value	Unit
<b>Population</b>			<b>Loading Rates per EP</b>		
Current Permanent Population	150	EP	Average Dry Weather Flow (ADWF)	240	L/EP/d
Future Permanent Population	150	EP	Peak Wet Weather Flow (PWWF)		
Peak population (eg events)	350	EP	- UPVC pipe schemes	1,050	L/EP/d
Other significant loads	-	EP	Biological Loading Rate (BOD5)	70	g/EP/d
Adopted Design Population	150	EP	Suspended Solids Rate (SS)	60	g/EP/d
<b>Tenements</b>			Total Nitrogen Rate (TN)	13	g/EP/d
Adopted Design Tenements			Total Phosphorous Rate	2.8	g/EP/d

**Table 17: Indicative Design Checks (Sewerage)**

Scheme Element	Capacity	Indicative Guide*	Comments
<u>Main Pump Station</u>			
Design or actual flow rate	?? L/s	1.8 L/s (PWWF for each pump)	
Duty/Standby	Yes	Yes, automatic alternating.	
ADWF pump run time	?? hr/d	3 - 5 hrs/day	
<u>Rising Main (PS to STP)</u>			
Flow velocity	?? m/s	0.9 m/s desirable for short 100mm.	Calc after flow rate is provided.
		0.6 m/s minimum.	
<u>Oxidation, Maturation &amp; Evaporation Ponds</u>			
Not checked because they are clearly oversized and there are no odour issues.			

\* For more detailed information, refer to Manual of Practice – Sewer Design, Public Works 1987 and Manual of Practice – Pump Station Design, 1986. Also, refer to Appendix H for Sewage Flow Monitoring Records.

## 2.2 Risk Assessment

The table below and the Risk Matrix in Appendix C are used to evaluate the risk for Hazardous Events with Existing Controls. If Additional Controls are considered necessary, they are noted and recurring actions are detailed in the Operation, Maintenance & Monitoring Schedule.

**Table 18: Sewerage – Hazardous Events & Controls**

Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (If existing controls are insufficient)	Operation, Maintenance & Monitoring Schedule			Who	When
							No.	Activity	Target or Critical Limit (Bold indicates CCP)		
	Households										
1	Roof stormwater is incorrectly plumbed to the sewer leading to overflows of sewage in homes and public areas.	Not aware of any household overflows.	4	E	H	One-off check that all surcharge gullies are working correctly.					
2	Disposal of inappropriate items in toilets, sinks & shafts - leading to blocked pipes, damaged pumps and overflows of raw sewage in homes and public areas.	Not aware of any household overflows.	4	E	H	Check septic if no boundary shaft.					
3					Ensure Boundary Shafts are properly installed & secure. (See SA)	SA	Check Boundary Shafts.	As per Plumbing Code.	Get LALC approval to fix.	BHC	Annually
	Visitor Events & Transient Populations										
4	Insufficient hydraulic or treatment capacity to meet increased demands - leading to sewer overflows and/or discharge of poorly treated effluent to the environment.	Not aware of any overloading of sewerage system during events.	2	D	L						

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (If existing controls are insufficient)	Operation, Maintenance & Monitoring Schedule			Who	When	
							No.	Activity	Target or Critical Limit (Bold indicates CCP)			Corrective Action
	Business & Industry											
5	Disposal of inappropriate wastes to sewer, causing: Health and safety risks; Infrastructure damage; Loss of treatment; Environmental harm.	N/A										
6	Chemical spills into sewers, especially from mining and industries – like wool scouring, tanneries and, automotive industries that store or transport chemicals nearby. The spills may lead to health and safety risks to Council Staff and the Public, plus it may damage the sewerage system and kill essential bacteria at treatment plant.	N/A										
	Septic Tanks & On-site Systems											
7	Septic tank not pumped out, leading to overflows.	Pump outs occur every 12 months.	4	E	H	Organise pumpout program.	SF	Inspect sludge level.	Sludge volume < 30%.	Pumpout. See CCP-2	BHC	Annually
8	On-site treatment system incorrectly constructed or maintained.	Most have been replaced and locals very happy with limited access.  3 nearing end of life.	4	D	H	Replace 4 septs. Send WSC and Trent the design of the replacement septic tanks – highlighting security, ease of maintenance and height adjustment. Then, apply to John Bourke for funding.						

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (If existing controls are insufficient)	Operation, Maintenance & Monitoring Schedule			Who	When	
							No.	Activity	Target or Critical Limit (Bold indicates CCP)			Corrective Action
	Collection Mains											
10	Mains become blocked from ingress of roots, or obstruction or pipe collapse, especially after rain, causing overflow of access holes into public areas.	Recently replaced VC with UPVC, though root intrusion is known to be a problem.	4	D	H	Conduct Community Education Program on disposal to sewer.				Anne / David		
11						Clean & CCTV.				BHC		
12						Regularly inspect access holes for signs of overflow, especially after rain. (See SH)	SH	Externally inspect access holes.	No sign of overflow or damage.	Repair as required.	BHC	Monthly
13						Regularly inspect all access holes over say a year for structural integrity and water tightness.	SI	Internally inspect access holes.	No roots. No damage. No inflow or infiltration.	Repair. Clean & CCTV problem sewers.	BHC	Annually
14	Floods or rising rivers overload system, causing overflows of untreated sewage.	N/A										
15	Poor security of access points, especially at secluded locations, potentially leading to inappropriate disposal of wastes, vandalism or sabotage.	No problems for a long time now.	2	D	L	Regularly patrol access points, especially secluded ones.	SJ	Security check access points.	No evidence of tampering.	Install locks or increase security.	BHC	Fortnightly
16	Deterioration of sewer mains leading to ground collapses, rising ground water, damage to roads & buildings, excessive wear on pumps & pipes from grit, hydraulic overload of STP from excessive infiltration.	Sewer mains about 25 yrs old. Will assess risk after CCTV.	?	?	?	Conduct CCTV					BHC	

# WALGETT SHIRE COUNCIL AGENDA

Gingie Aboriginal Water & Sewerage

Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (If existing controls are insufficient)	Operation, Maintenance & Monitoring Schedule			Who	When	
							No.	Activity	Target or Critical Limit (Bold indicates CCP)			Corrective Action
	Pump Stations											
17	Pump malfunction due to failure of equipment or power supply or unauthorised access.	Good condition.	4	D	H	WSC install telemetry to high level alarm to alert BHC of failure.				WSC		
18		Reliable power supply.				Check pumps have auto shut-down for overheating & dry running.				WSC		
19		Estimate at least ½ day storage.				Regularly check equipment, alarms & security	SK	Check pits, probes, pumps & pipes.	Look & sound okay. No leaks.	Repair.	BHC	Fortnightly
20		Currently doing, fortnightly inspections.					SL	Read pump hrs, amps & starts.	For ADWF, hrs < 2 /day, amps < 2, starts < 2.	Check and repair.	BHC	Fortnightly
21							SM	Check security.	Security stays intact.	Repair.	BHC	Fortnightly
22	Insufficient capacity to manage peak wet weather flows (PWWF) due worn pump or increased inflow and infiltration.	No monitoring records to access PWWF and condition of pump.	4	D	H	Monitor high level alarm to detect when inflows exceed pump capacity.	SN	Monitor high level alarm.	High level is not exceeded, except in extreme wet weather.	Reduce I/I < 5 x ADWF and/or repair/upsized pumps.	BHC	Continuous
23						Regularly do capacity check on pumps.	SO	Drop test & record pump rate.	Pump rate stays > Design PWWF.	Repair or upgrade.	BHC	Annually
	Rising Main											
24	Tree roots enter pipe joins, causing blockages and damage.	Once it crosses road, there are numerous trees.	3	D	M	Do CCTV inspection				BHC		
25		Built 1987?				Clear threatening trees & shrubs on pipeline route.				BHC		
26		Locals frequent the area so could be exposed if a break occurs.				Install pipeline markers.				BHC		
27						Regularly patrol pipeline to check for leaks, damage and threatening re-growth.	SP	Leaks, damage & regrowth.	No leaks, damage or regrowth.	Repair or spray as required.	BHC	Monthly
28	Pipe breaks or leaks can release contaminants, especially near water supply or stormwater pipes.	Pipeline runs through bushland well clear of waterways and no run-off back to village.	3	D	M	As for immediately above.						

# WALGETT SHIRE COUNCIL AGENDA

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Ref.	Hazardous Event (An event exposing a risk.)	Existing Controls & Comments	Consequence	Likelihood	Risk Score	Additional Controls (If existing controls are insufficient)	Operation, Maintenance & Monitoring Schedule			Who	When
							No.	Activity	Target or Critical Limit (Bold indicates CCP)		
	<b>Oxidation, Maturation &amp; Evaporation Ponds</b>										
29	Plants, animals and unauthorised access cause screens and pipes to block, or banks to erode.	Motor bike riders and unauthorised people are known to enter. Locks were recently cut.	3	C	H	Repair fences and improve locking mechanism to exclude unauthorised access				BHC	
30		Overflow weirs are damaged.				Repair overflow weirs.				BHC	
31						Weed clearing program.				BHC	
32		Program of weed clearing is in progress.				Keep ponds free of water plants and regularly check screens & pipework for blockages and damage.	SP	Check blockages, erosion, weeds & fences.	All in good working condition.	Repair as necessary.	BHC
33	Excessive odours due to pond turnover, blue-green algae or excessive biosolids.	Really hot days may get odours but very seldom.	1	C	L						
34	Evaporation pond discharges too frequently to the environment.	N/A. Massive pond system. Never discharged & never likely.									
	<b>Biosolids Management</b>										
35	Safe handling and disposal procedures are followed, especially to protect staff, the public and livestock during & after handling.	BHC is registered with EPA.				WSC advise the requirements, if any, to ensure BHC Plumbing is a qualified & licensed contractors for pumpouts.				WSC	
36		Currently disposing to back ponds that are always dry.				Get NOW's opinion on disposal to back ponds.				Trent B	
37		Signs warning of fines.				Erect warning signs, stating fines, on fence.					
38		Consider disposal in first ponds if odour or safety is an issue.				BHC to develop safe work method statements, include spill management.					BHC

## 2.3 Critical Control Points

A CCP is defined as an activity, procedure or process at which control can be applied and which is essential to prevent a hazard or reduce it to an acceptable level. Refer to Glossary for more detail.

**Table 19: Summary of CCPs**

Location	CCP Number	CCP & Control Measure (Examples)
Collection & transfer	CCP-1	Septic Tank Pumpout: the ability to control build-up of solids to avoid blockages in transpiration area and inappropriate discharges.

**Table 20: Details of CCPs (examples)**

No	CCP	Monitoring	Critical Limits	Corrective Action
1	<u>Location:</u> Septic Tanks <u>CCP:</u> Control biosolids build-up to avoid uncontrolled discharges – affecting community health and the environment.	<u>What:</u> Level of Biosolids <u>Who:</u> BHC Operator <u>Where:</u> Inside septic <u>When:</u> 12 monthly <u>Records:</u> Log Book <u>How:</u> Probe.	<u>Target:</u> < 20% full <u>Limit:</u> < 60% full	<u>When:</u> Critical Limit is breached. <u>What:</u> Arrange pump-out tanker immediately. <u>Who:</u> LWU Operator <u>Records:</u> Log Book and non-conformance.

## 2.4 Operational Procedures

Operational Procedures outline a series of steps and methods to operate and maintain equipment and processes.

**Table 21: Operational Procedures**

No	Operational Procedures	Document Status
1	Develop an Operation & Maintenance Manual and supply copies to LALC, NOW, WSC & Health. Include: specifications, parts list and O&M Manuals for all mechanical components; wiring diagrams for electricals; reticulation and pipework drawings; forms, procedures and information needed by operators.	
2	Develop Biosolids Handling & Pumpout Procedure	
3	Employee Induction, Awareness & Involvement Program	

## 2.5 Equipment Capability & Maintenance

Refer to Operation and Maintenance Manual and the following table.

**Table 22: Equipment Capability & Maintenance Schedule**

No	Equipment	Activity	Frequency	Issues/Notes
1	Main Pumps	Drop down test	12 months	
		Major service	?? years	

**Table 23: Sewerage Asset Management Table**

Component	Quantity/ Capacity	Date Built	Design Life	Estimated Renewal Date	Estimated Renewal Cost	Comments
Septic Tanks	??	??	??	??	??	
Collection Mains	??	??	??	??	??	
Pump Station	??	??	??	??	??	
Rising Main	??	??	??	??	??	
Oxidation Ponds	??	??	??	??	??	

Note any future improvements (eg upgrade of effluent reuse scheme):

### 3 General

#### 3.1 Customer Satisfaction

Monitoring of customer satisfaction can provide valuable information on potential problems that may not be obvious from normal monitoring.

Issues raised by the community, and the response given back to them, need to be recorded in order to assess types and patterns of issues over time.

The CEO of the Local Aboriginal Land Council will be the 'First Point of Contact' for the community and the 'Manager of the Issues Register'.

Immediately, upon receipt of an issue, the CEO will notify the Service Provider. The Service Provider will be responsible to respond to the issue and advise relevant authorities and non-community parties.

The LALC - CEO will provide a copy of the Issues Register at the 4-monthly meetings.

#### 3.2 Short-term Evaluation of Results

Operators will use the Critical Limits and Target Parameters to evaluate results.

Operators will immediately advise senior management of:

- All exceedances of a Critical Limit;
- 3 near exceedances of Critical Limits;
- Regular exceedances of Target Parameters;
- any potential threat to public health or the environment.

Operators will respond as per the Corrective Action. Senior management will determine if further action is required or invoke Incident or Emergency Plans.

Senior Mgt will immediately contact the relevant authority to outline the exceedance value and the Corrective Action. Senior management will also contact the authorities, if further action is proposed.

#### 3.3 Management of Incidents

##### Background

Some events can not be predicted or controlled. Or, they are too costly and unlikely to justify installation of preventive measures.

Examples of emergency situations may include:

- Chemical spills in the catchment or incorrect dosing at the treatment plant;
- Equipment breakdown or failure;
- Prolonged power outage;
- Extreme weather events, like flash floods causing contamination of water supply;
- Natural disasters, like earthquakes and lightning damage;
- Human causes, like serious error, sabotage or strikes.

### Incident & Emergency Response

The service provider/water utility should review preparedness to manage incidents. Effective communication must be maintained between the community, service provider, the Public Health Unit and NOW.

Refer to Water Utility's Emergency Response Plan and NSW Health's website for the following Response Protocols.

- Response Protocol – Physical and Chemical Quality
- Response Protocol – Microbiological Quality.

### 3.4 Employee awareness and training

Refer to Water Utility's Policy named ?????.

Or

No requirements were identified as specific to this scheme.

Or

Senior operational staff and management were involved in preparation of this Plan, as is the case for all of the LWU's water or sewerage management plans.

Water Utility is currently developing an induction & on-going awareness program to ensure all employees are aware of:

- Water Utility's drinking water policy;
- the Preventive measures and multiple barrier in the water supply system;
- regulatory and legislative requirements;
- roles and responsibilities of employees and departments;
- how employees can impact on water quality and public health.

**Table 24: Employee Training - Water Supplies**

(only for non-LWU service providers)

Certification	Staff Member & Year Certification Completed					
	Staff 1	Staff 2	Staff 3	Staff 4	Staff 5	Staff 6
NOW* Chemical Dosing Certificate	2000	2004		2005		2007
NOW Water Treatment Certificate	2002	2006		2006		2008
NOW Water Treatment Update Seminar	2008	2009	2008	2007		2009
Certificate 2 in Water Treatment			2005			
Certificate 3 in Water Treatment			2006			
Sampling	1999	2003				
Laboratory Skills	2000	2004				
Chlorine Disinfection	2000	2004				

Dissolved Air Flotation						
UV Disinfection	2003					
Chloramination	2001	2004	2005			
Fluoridation Certificate	2003	2005	2006			
Blue Green Algae	2004					
Chlorination gas/hypo		2005				
Confined Space Entry	2004	2003	2005	2005	2006	

Note: NOW is the NSW Office of Water.

**Table 25: Employee Training - Sewerage**

(only for non-LWU service providers)

Certification	Staff Member & Year Certification Completed					
	Staff 1	Staff 2	Staff 3	Staff 4	Staff 5	Staff 6
NOW* Tricking Filter 1A Certificate	2002	2006		2006		2008
NOW* Activated Sludge Certificate						
NOW* P Removal & Chemical Dosing Certificate	2000	2004		2005		2007
NOW* Sewage Treatment – Update Seminar						
Sampling	1999	2003				
Laboratory Skills	2000	2004				
Chlorine Disinfection	2000	2004				
UV Disinfection	2003					
Chloramination	2001	2004	2005			
Confined Space Entry	2004	2003	2005	2005	2006	

Note: NOW is the NSW Office of Water.

### 3.5 Community Consultation & Communication

The Local Aboriginal Land Council – CEO will, in consultation with the Service Provider, be responsible for all Community Consultation and Communication.

The Service Provider is required to:

- Notify customers by letterbox drop ?? days prior to disruptions to services or commencement of an extended period of works;
- Obtain clearance from the resident or LALC – CEO prior to entering a property.

Refer to the following table for specific communication issues identified during the workshop.

**Table 26: Communications**

No.	Issue	Action Required	Who	When	Progress
1	First point of contact for residents is CEO.	Advise community.	Anne Dennis	ASAP.	
2	Installation of meters or double check valves for health and tracking water losses.	LALC decide and advise community.	Anne Dennis		
3	Need to conserve water, especially in summer & power outages.	Advise community.	Anne Dennis		
4	Raise awareness that improper disposal to sewer can backflow into house and cause sickness.	Advise community.	Anne Dennis		
5	Chlorine in dead storage for protection.		Anne Dennis		

### 3.6 Medium & long-term evaluation

Activity	Frequency
NOW Inspector conduct site Audits	4 - monthly
Local Public Health Unit review & advise verification monitoring results prior to audit.	4 - monthly
LALC, LWU, & NOW meet to discuss issues and actions	4 - monthly
Document Updates - Refer to Page 6.	Annual

## Gingie Water and Sewerage Community Issues Register

[illegible]

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## Appendix B – Agenda/Minute for 4-monthly meetings

Gingie Water and Sewerage Agenda/Minutes for 4-monthly Audit Meetings	
Time:	
Date:	
Venue:	
Attendees:	
Apologies	
Confirmation of previous minutes	
Water Supply	
Previous Action Sheet (NOW)	
Review Issues Register (LALC)	
Health issues (Health)	
Site Inspection Report (NOW)	
Current issues (LWU)	
Community Consultation (all)	
Amendments to Mgt Plan (LWU)	
Sewerage	
Previous Action Sheet (NOW)	
Review Issues Register (LALC)	
Health issues (Health)	
Site Inspection Report (NOW)	
Current issues (LWU)	
Community Consultation (all)	
Amendments to Mgt Plan (LWU)	
Other Business	
Set next meeting date, time & venue	

### Attachments to minutes:

- Copy of Issues Register for last 4 months
- NOW Inspectors Report (unless already documented in minutes)
- Updated Water Supply – Action Sheet
- Updated Sewerage – Action Sheet
- Email from NSW Health

**Distribution list:** LALC – CEO, LWU, NSW Health, NOW Inspector, J Bourke (NOW).

## Appendix C - Risk Matrix

**Table 27: Risk Matrix**

Likelihood	Consequence				
	Insignificant (Almost undetectable) 1	Minor (Minor impact on small number of people) 2	Moderate (Minor impact on large number of people) 3	Major (Major impact on small number of people) 4	Catastrophic (Major impact on large number of people) 5
<b>Almost certain</b> (Weekly or daily) A	Moderate	High	Very High	Very High	Very High
<b>Likely</b> (Monthly) B	Moderate	High	High	Very High	Very High
<b>Possible</b> (yearly) C	Low	Moderate	High	Very High	Very High
<b>Unlikely</b> (every 10 years) D	Low	Low	Moderate	High	Very High
<b>Rare</b> (>every 10 years) E	Low	Low	Moderate	High	High

## Appendix D – Drinking Water Monitoring

**Chemical characteristics and guideline values tested in the NSW Health Drinking Water Monitoring Program (NSW Health 2005, NHMRC 2004).**

Details of the NSW Health Drinking Water Monitoring Program and booklet, can be found at:  
[http://www.health.nsw.gov.au/publichealth/environment/water/drinkwater\\_nsw.asp](http://www.health.nsw.gov.au/publichealth/environment/water/drinkwater_nsw.asp)

Please provide the Limit of Determination for each characteristic.

Category	Characteristic	Guideline Value (mg/L)	Limit of Determination
Chemical-Health related	Antimony*	0.003	
	Arsenic*	0.007	
	Barium	0.700	
	Boron	4.000	
	Cadmium*	0.002	
	Chromium*	0.050	
	Copper*	2.000	
	Fluoride*	1.500	
	Iodide*	0.100	
	Iodine <sup>1</sup>	n/a	
	Lead*	0.010	
	Manganese*	0.500	
	Mercury	0.001	
	Molybdenum	0.050	
	Nickel*	0.020	
	Nitrate*	50.00	
	Nitrite*	3.000	
	Selenium	0.010	
Silver	0.100		
Sulphate*	500.000		
Chemical-Aesthetic	Aluminium	0.2	
	Calcium	n/a	
	Chloride	250.0	
	Iron	0.3	
	Magnesium	0.3	
	Sodium	180.0	
Physical	Zinc	3.0	
	pH*	6.5-8.5	
	Total Dissolved Solids (TDS) <sup>4*</sup>	500.0	
	Total Hardness as CaCO <sub>3</sub> *	200.0	
	True Colour	15.0 HU <sup>2</sup>	
	Turbidity*	5.0 NTU <sup>3</sup>	
Note:	1. Iodine is performed as a screening test for iodide. If elevated then test for iodide is performed;		
	2. HU: Hazen Unit;		
	3. NTU: nephelometric turbidity unit		
	4. Conductivity can be measured in place of TDS		
	* Characters marked with an asterisk are mandatory tests. This is the minimum set that must be regularly tested if using a laboratory other than DAL.		

## Appendix E - Locality Plans

## **Appendix F – Water Supply - Photographs**

## **Appendix G – Sewerage - Photographs**

## **Appendix H – Water Supply - Flow Monitoring Records**

## **Appendix I – Water Supply - Test Results**

## **Appendix J – Sewerage - Flow Monitoring Records**

## **28. COUNTRY TOWNS WATER SUPPLY AND SEWERAGE PROGRAM**

**REPORTING SECTION:** Urban Infrastructure Services  
**AUTHOR:** Siegfredo O Coralde – Director of Urban Infrastructure Services  
**FILE NUMBER:** 09/1455

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### **Summary:**

This report recommends that Council agree on the following:

1. Agree, in principle, to accept the \$6.5 million capital works program for the improvement of water and sewerage systems in Walgett and Namoi communities.
2. Agree, in principle, to contribute one third of all costs in excess of the \$4.2 million originally funded by the federal government.
3. Agree that the NSW Department of Water be the Project Managers of the \$6.5 million project and allow this agency to commence detailed investigation and designs as soon as possible.

This report further relates to a separate funding made available to the Aboriginal Communities Water and Sewerage Program where Council is actively in discussion with the NSW Ministry of Water, Land Aboriginal Council and BHD Contractors in managing the essential utility services to Gingie, Namoi and Collarenebri villages.

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

Walgett Shire Council in coordination with the NSW Department of Water submitted a proposal for federal funding of \$3.605 million water and sewerage program through the Council of Australian Governments (COAG).

On 29 December 2009, the Director of Urban Infrastructure Services submitted a report to Council where under Resolution 407/09, Council noted the Water and Sewerage Program for Aboriginal Communities and considered funding Walgett Water Treatment Plant refurbishments in the 2010-11 budget preparation.

On 23 April 2010 Dr Mike Kelly MP, Federal Parliamentary Secretary for Water, announced a grant of \$4.2 million for this project.

**Detailed design considerations.** On 17 May 2010, the NSW Department of Water discussed the project with Council regarding the implementation of the project. Based on new information made available to both parties, the following amendments were proposed:

#### **A. Walgett Water Supply System**

- Build a new water treatment plant with a capacity of 2.0 ML per day. This plant would be built in Council's depot next to the existing treatment plant.
- The provision of managing the waste sludge is to be incorporated into the new treatment plant.
- Build a new intake for the filtered water supply at the same location

- Replace the capacity of pumps at the intake to 28 liters per second from 18 liters per second. The new pumps are assumed would fit within the existing pumping station.
- The 200 mm diameter CI pipeline from the pumping station will be examined if sufficient or enough to accommodate the higher capacity of the new pumps.
- A new dedicated rising main be installed to pump the water directly to the reservoir where some outlet pipe work shall be augmented back from the reservoir to the reticulation network.

B. Walgett Fluoridation System. Consider the design before the designs for the water treatment plant commence. Costs are to be included to the whole scope.

C. Walgett Sewerage System. The already overloaded existing pond shall be investigated and to be re-designed.

D. Namoi Water Supply

- Replace both filtered and raw water mains to the village with new 100 and 150 mm diameter polyethylene mains – to operate by gravity from Walgett town reservoirs.
- Option to augment some pipe works within the Walgett reticulation network to maintain water pressure for local town consumers.
- A flow meter to install on each 100 and 150mm mains with the provision to throttle the flow if reasonable water usage is not maintained.
- Initiate a full water loss investigation of the current reticulation system

E. Namoi Sewerage System. Individual on-site aerated wastewater treatment systems will be replaced. A pressure sewerage system and pump the sewage across Walgett is to be provided.

**Summary.** The amendments have been re-calculated leading to a new funding requirement of \$6.5 million. The following estimates are preliminary and as agreed with the NSW Dept of Water, will be revised as investigations and designs are undertaken:

New 2.0 ML per day water treatment plant	\$ 2,500
New intake for the filtered water supply	\$ 200
Rising main and outlet main from filtered water reservoir	\$ 290
New pumps in pumping station for filtered water system	\$ 70
New filtered and raw supply lines to Namoi Village	\$ 650
Upgrade works at sewage treatment plant	\$ 850
<u>Pressure sewer system for Namoi Village</u>	<u>\$ 810</u>
Sub total	\$ 5,370
 <u>Survey, investigation, design, project management</u>	 <u>\$ 1,070</u>
Total	\$ 6,440
 Estimated Cost	 <b>\$ 6.5 million</b>

The grant of \$4.2 million is being provided by the Australian Government. However, the costs in excess of this grant must be funded from somewhere else. Based on the \$2.3 million excess, the NSW Department of Water noted that three agencies such as Walgett Shire Council, Aboriginal Development Program and the Aboriginal Communities Water and Sewerage Program can share costs equally. Walgett Shire Council may contribute \$800,000, a third of \$2.3 million while the remaining costs are shared between two other sources.

The time frame to complete this project is 3 years from the time the grant approval is released.

**Relevant Reference Documents:**

Council Report – Water and Sewerage Program for Aboriginal Communities-NSW  
September 2009  
Draft - Aboriginal Community Program for Water and Sewerage Service Agreement  
DUIS December 2009 Report – Country Towns Water and Supply Sewerage Program  
Draft – Management Plan for Aboriginal Community for Water and Sewerage Program  
Letter from Mike Partlin - Senior Manager Infrastructure and Funding, Urban Water Branch  
Department of Water  
Email from Mike Partin - Walgett Water and Sewerage project

**Stakeholders:**

Walgett Shire Council  
Namoí Communities

**Social and Community Implications:**

Providing quality water to Walgett and Namoí communities will be greatly improved.

A huge incentive for business growth to Walgett Shire Council over the next ten years

**Financial Implications:**

Council to contribute at least \$800,000 to this project by 2011-12

The \$200,000 can be funded from the Walgett Water and Sewerage Reserve Fund while the \$600,000 shall be funded from external loans or applying for an internal loan from the Lightning Ridge Water and Sewerage Reserve Fund.

Country Towns Water Supply and Sewerage Program
<p><b>Recommendation:</b></p> <p>That:</p> <ol style="list-style-type: none"><li>1. Agree to accept the \$6.5 million capital works program for the improvement of water and sewerage systems in Walgett and Namoí communities.</li><li>2. Agree to contribute one third of all costs in excess of the \$4.2 million originally funded by the federal government.</li><li>3. Agree that the NSW Department of Water be the Project Managers of the \$6.5 million project and allow this agency to commence detailed investigation and designs as soon as possible.</li></ol> <p><b>Moved:</b> <b>Seconded:</b></p>



**Attachments:**

Nil

## **29. AUSTRALIA WIDE RURAL ROAD GROUP**

**REPORTING SECTION:** Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor – Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 10/341

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### **Summary:**

The Australia Wide Rural Road Group first met on 15 March 2010. It is proposed to represent local government primarily in relation to the sustainability of the regional road network. This report recommends Council's continued support of this group subject to favourable report from the Mayor's attendance at a second meeting conducted alongside the National General Assembly on 14 June 2010.

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

The Australia Wide Rural Road Group's inaugural meeting was on 15 March 2010 in Canberra. The group is proposed to represent local government primarily in relation to the sustainability of the regional road network.

At its first meeting it resolved among other things to apply for incorporation;

**THAT the principal objectives of the *Australia Wide Rural Road Group Incorporated* are:**

**To create a body of research data that may be used either collectively or by individual Council Members to assist in seeking additional Government funding for the members local road network; and**

**To promote the cause of additional new Government funding on the local road networks of the member Councils.**

And

**FURTHER that the activities of the group will include, but not limited to:**

**The contracting of suitably qualified consultants to prepare research material as the basis for representations to the appropriate State and Federal Government Bodies seeking additional local road network funding;**

**The promotion of the Association's objectives to the residents of the Council Members and the broader community;**

**Develop a support structure amongst the Council Members, which promotes the exchange of ideas, innovative cost saving road maintenance and construction techniques and the preparation of grant applications; and**

**Promotion of the objectives of the Association through media releases, media interviews, correspondence and face to face meetings supported by submissions for funding to State and Federal Government Ministers and Senior Bureaucrats**

The Group is being hosted by Gwydir Shire Council.

Membership of the Group has the potential to elevate the awareness and importance of rural road funding and development issues at higher levels of government and to support Council in justifying its expenditure on road infrastructure.

**Relevant Reference Documents:**

Letter to Mayor Woodcock 26 May 2010 including draft model rules of incorporation

**Stakeholders:**

Walgett Shire Council

**Financial Implications:**

Membership fee for this year is \$100.

<b>Australia Wide Rural Road Group</b>
<p><b>Recommendation:</b></p> <p>1. That Council become a member of the Australia Wide Rural Road Group.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>

### **30. TENDERS - PLANT HIRE**

**REPORTING SECTION:** Director Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor - Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 09/883

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#### **Summary:**

Tenders calling for standing offers E08007 for the hire of various plant and related services have been advertised in accordance with the Local Government (General) Regulation. This report recommends that Council accept all conforming tenders submitted to date.

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

Tenders were called requesting standing offers for casual plant hire. The tender period is on-going.

The offer document makes provision for the selection of a plant hire contractor from those offers accepted. Selection must consider:

- Availability
- Suitability for Council's Project Requirements
- Total Estimated Project Price
- Documented Past Performance
- Value for Money

The offer documents include performance specifications and require the contractor to provide various insurances to mitigate public liability and worker death and injury risks associated with this class of work. Engagement is based on a Purchase Order Contract and Australian Standard 4905 Minor Works contract Conditions.

As the expenditure over a 12 month period with some of the plant hire contractors, or on an individual project may exceed the tender threshold of \$150,000, it is recommended that Council formally accept all conforming offers as follows:

- |                                   |                                   |
|-----------------------------------|-----------------------------------|
| • Chistopher Underwood            | • Fred Walford                    |
| • JR Weate Pty Ltd                | • Coates Hire Operations Pty Ltd  |
| • Ken Sherar Contracting Pty Ltd  | • Conplant                        |
| • Sherrin Rentals Pty Ltd         | • Hunter's Agricultural Services  |
| • Doncorp                         | • GR & MA Freeman                 |
| • PR & JA Cochrane                | • AE & NE Dewson                  |
| • Bows Sand & Gravel              | • McKrob Holdings Pty Ltd         |
| • Wax Grading                     | • Josh Brett Contracting Services |
| • J&J Fielding                    | • Ridgerock Earthmoving           |
| • Ausroad Systems Pty Ltd         | • Billy T's Tippers               |
| • Scott Stewart Earthmoving       | • MAAS Contracting                |
| • JWF & Y Muller                  | • Rollers Australia               |
| • MJ & GD Barton Transport        | • Batterline Earthmoving          |
| • RGT Cochrane                    | • PG & ME Stewart                 |
| • Wintergreen Investments Pty Ltd | • Robert Rubie                    |

Any further offers received will be referred to Council at its meeting following the assessment of such offers.

**Relevant Reference Documents:**

Offer Documents E08007

**Stakeholders:**

Walgett Shire Council

**Financial Implications:**

Costs associated with the engagement of contractors are included in the expenditure of the relevant Council service delivery area in the Management Plan.

**Tenders – Plant Hire**

**Recommendation:**

1. That Council accept tenders from the following businesses for E08007 Request for Standing Offers: Casual Plant Hire Walgett Shire NSW –

- Chistopher Underwood
- JR Weate Pty Ltd
- Ken Sherar Contracting Pty Ltd
- Sherrin Rentals Pty Ltd
- Doncorp
- PR & JA Cochrane
- Bows Sand & Gravel
- Wax Grading
- J&J Fielding
- Ausroad Systems Pty Ltd
- Scott Stewart Earthmoving
- JWF & Y Muller
- MJ & GD Barton Transport
- RGT Cochrane
- Wintergreen Investments Pty Ltd
- Fred Walford
- Coates Hire Operations Pty Ltd
- Conplant
- Hunter's Agricultural Services
- GR & MA Freeman
- AE & NE Dewson
- McKrob Holdings Pty Ltd
- Josh Brett Contracting Services
- Ridgerock Earthmoving
- Billy T's Tippers
- MAAS Contracting
- Rollers Australia
- Batterline Earthmoving
- PG & ME Stewart
- Robert Rubie

**Moved:**

**Seconded:**

### **31. DECEMBER 2009 FLOOD DAMAGE GRANT**

**REPORTING SECTION:** Rural Infrastructure & Support Services  
**AUTHOR:** Ian Taylor – Director Rural Infrastructure & Support Services  
**FILE NUMBER:** 10/46

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#### **Summary:**

Council sustained damage to road infrastructure as a result of the December 2009 Flood Event. This report provides council with the final assessment of the claim under the natural disaster arrangements.

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

Council sustained damage to road infrastructure as a result of the December 2009 Flood Event. The event was declared a natural disaster in Walgett Shire.

As a declared natural disaster, funding provisions outlined in the Natural Disaster Arrangements assist council in rectifying the damage. Emergency Works (to open roads to traffic), State and Regional roads are funded at 100% of the assessed cost. Local roads are funded at 75% for the first \$116,000 and 100% thereafter. This means that Council must contribute \$29,000 from its own funds to the assessed cost of repairs in any one year.

The natural disaster grant for the December 2009 event is confirmed as follows:

- \$1,163,170 for Regional Roads; and
- \$607,704 for Local Roads. (Including Council's contribution of \$29,000)

#### **Relevant Reference Documents:**

RTA Letter 31 May 2010 and associated Project Schedules

#### **Stakeholders:**

Road users in Walgett Shire

#### **Financial Implications:**

Council's contribution to the repair costs will be deducted from general maintenance allocation for Shire Roads.

The grant is paid monthly against certified expenditure and must be completed by 31 March 2011.

December 2009 Flood Damage Grant
<p><b>Recommendation:</b></p> <p>1. That Council note the natural disasters grant for road flood damage restoration for the December 2009 Flood Event.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p>



**Attachments:**

Schedule of Works



File No: 471.500912 & 471.RL.500912  
(A. Pavan)

31 May 2010

The General Manager  
Walgett Shire Council  
P O Box 31  
WALGETT NSW 2832

**Attention: Ian Taylor**

Dear Ian,

**RE: Walgett Shire Council: Restoration of Flood Damage December 2009 Event – Regional Roads Project No. A/07998/IC and Local Roads Project No. A/07999/IC.**

In response to Council's request for assistance as submitted and assessed, I am pleased to confirm that a grant of:

- \$1,163,170 for Regional Roads and
- \$607,704 for Local Roads is available to assist with restoration.

Please find enclosed two separate Schedule of Works:

- Regional Roads - \$1,163,170 Project No. A/07998/IC;
- Local Roads - \$607,704 Project No. A/07999/IC.

The schedule of works for local roads is inclusive of Council's \$29,000 contribution; hence RTA contribution is **\$578,704**.

Over-expenditure will not be recognised for restoration work. The work should be completed before 31<sup>st</sup> March 2011.

Roads and Traffic Authority

15-211 Hampshire Street DUBBO NSW 2830  
PO Box 91 DUBBO NSW 2830 GPO BOX 91  
www.rta.nsw.gov.au | 02 6841 4799

Should you have any queries please do not hesitate to contact Mr Anan Pavan on 6841 4773 or 0427 218 076.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Anan Pavan', with a long horizontal stroke extending to the right.

Anan Pavan  
**Area Maintenance Manager**

**FOR AND ON BEHALF OF P B STANDEN**  
**ASSET MANAGER**

# WALGETT SHIRE COUNCIL AGENDA

RTA FORM NO 171

ROADS AND TRAFFIC AUTHORITY

RTA File No.  
471.500912

## SCHEDULE OF WORKS TO BE UNDERTAKEN BY COUNCIL

### FINAL SCHEDULE OF WORKS

Approved under the RTA's Arrangements with Councils for Road Management  
- to accompany RTA's letter dated 31st May 2010

Shire of WALGETT Road No. REGIONAL

Description of Work or Program

Restoration of Flood Damage  
Regional Roads - December 2009 Event

Project No. A/07998/IC  
Plan No.

Item No.	Description of Works	Amount to be contributed by RTA	Amount to be contributed by Council	Total
MR333	WALGETT - CARINDA ROAD	\$890,919		\$890,919
MR383	PILLIGA - COONAMBLE ROAD	\$55,952		\$55,952
MR426	COLLARENEBRI TO LIGHTNING ROAD	\$65,177		\$65,177
MR457	COLLARENEBRI TO MUNGINDI ROAD	\$8,062		\$8,062
MR7716	WALGETT - PILLIGA ROAD	\$101,793		\$101,793
	Emergency Works	\$41,267	-	\$41,267
TOTALS		\$1,163,170	\$0	\$1,163,170

# WALGETT SHIRE COUNCIL AGENDA

RTA FORM NO 171

ROADS AND TRAFFIC AUTHORITY

RTA File No.  
471.RL.500912

## SCHEDULE OF WORKS TO BE UNDERTAKEN BY COUNCIL

### FINAL SCHEDULE OF WORKS

Approved under the RTA's Arrangements with Councils for Road Management  
- to accompany RTA's letter dated 31st May 2010

Shire of WALGETT Road No. LOCAL

Description of Work or Program

Restoration of Flood Damage  
Local Roads - December 2009 Event

Project No. A/07999/IC  
Plan No.

Item No.	Description of Works	Amount to be contributed by RTA	Amount to be contributed by Council	Total
SR21	MEADOW PLAINS ROAD	\$17,475		\$17,475
SR25	WOMBO LANE	\$3,774		\$3,774
SR26	HARDIES LEASE ROAD	\$9,983		\$9,983
SR27	COLROSE ROAD	\$47,313		\$47,313
SR28	WINGADEE ROAD	\$5,793		\$5,793
SR31	GUNGALMAN ROAD	\$49,913		\$49,913
SR33	TERANYAN ROAD	\$9,121		\$9,121
SR40	GINGHET ROAD	\$9,293		\$9,293
SR57	EPPING ROAD	\$60,378		\$60,378
SR60	MARRA CREEK ROAD	\$52,776		\$52,776
SR75	GIDGINBILLA ROAD	\$40,887		\$40,887
SR77	NEDGERA ROAD	\$8,402		\$8,402
SR101	WILBY WILBY ROAD	\$1,774		\$1,774
SR103	BUGILBONE ROAD	\$17,403		\$17,403
SR111	NARRAN LAKE ROAD	\$107,467		\$107,467
SR112	BREWON ROAD	\$3,297		\$3,297
SR112	REPAIR BRIDGE WINGWALL (B1269)	\$14,400		\$14,400
SR113	BINGHI ROAD	\$37,915		\$37,915
SR114	BOGEWONG ROAD	\$13,056		\$13,056
SR115	ABERFOYLE ROAD	\$20,735		\$20,735
SR116	GOANGRA ROAD	\$3,641		\$3,641
SR131	O'NEILS ROAD	\$22,959		\$22,959
	Emergency Works	\$49,949	-	\$49,949
	Council's Contribution	-\$29,000	\$29,000	
<b>TOTALS</b>		<b>\$578,704</b>	<b>\$29,000</b>	<b>\$607,704</b>