



# **WALGETT SHIRE COUNCIL**

## **AGENDA**

**17 AUGUST 2006**

*Stephen McLean  
General Manager*



10 August 2006

Administrator  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

**NOTICE IS HEREBY GIVEN** that the Ordinary Meeting of Walgett Shire Council will be held in the Walgett Shire Council Chambers on **Thursday, 17 August 2006, commencing at 10.00am.**

## **AGENDA**

### **PUBLIC FORUM PRESENTATIONS**

*(limited to five minute presentations, and must relate to items listed within the Business Paper, with two speakers, speaking for the item and two speakers, speaking against the item to be considered)*

### **WELCOME TO VISITORS**

*(recognising the original Aboriginal caretakers of the lands covered by the Shire)*

### **CONFIRMATION OF MINUTES OF THE COUNCIL MEETING HELD 20 JULY 2006**

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

No Reports Submitted

#### **2. GENERAL MANAGER'S REPORT**

No Reports Submitted

#### **3. MANAGER CORPORATE SERVICES REPORT**

1.	Monthly Management Report	7-10
2.	Family Day Care Office	11-12
3.	Debt Recovery	13-24
4.	Walgett Shire Tourism Summary	25-27
5.	Walgett Shire Community Services Report	28-31
6.	Lightning Ridge Olympic Pool Annual Subsidy	32-39
7.	Fire Safety – Walgett Shire Administration Building	40-44
8.	Report on Rates – 31 July 2006	45

## **SHIRE OF WALGETT –AGENDA**

### **3. MANAGER CORPORATE SERVICES REPORT - Continued**

- |     |   |       |
|-----|---|-------|
| 9.  | Sale of Lands for Overdue Rates                             | 46-48 |
| 10. | Section 356 Donations and Requests for Financial Assistance | 49    |

### **4. MANAGER OF PLANNING AND REGULATIONS REPORT**

- |     |   |       |
|-----|---|-------|
| 11. | Development Application 2006020 – Walgett Shire Council     | 50-54 |
| 12. | Development Application 2006022 – Walgett Shire Council     | 55-60 |
| 13. | Development Application 2006023 – Namoi Cotton Co-Op Ltd    | 61-65 |
| 14. | Development &Complying Development Certificate Applications | 66-67 |

### **5. MANAGER OF ENGINEERING’S REPORT**

- |     |   |        |
|-----|---|--------|
| 15. | Walgett Waste Depot – Connection to Power | 68-71  |
| 16. | Wolseley House Security                   | 72-73  |
| 17. | Mission Road                              | 74-77  |
| 18. | Purchase of Grader                        | 78-79  |
| 19. | Funding Submissions                       | 80-81  |
| 20. | Lightning Ridge Pre-School                | 82-84  |
| 21. | Walgett Aerodrome – Hangar Charges        | 85-89  |
| 22. | Walgett Aerodrome – Payphone              | 90-92  |
| 23. | Burren Junction Bore Baths                | 93-95  |
| 24. | Lightning Ridge Water Supply              | 96-100 |

### **6. COMMITTEE MINUTES**

- |     |  |         |
|-----|--|---------|
| 25. | Walgett Shire Council Consultative Committee – 5 July 2006 | 101-104 |
|-----|--|---------|

### **7. PRECINCT COMMITTEE REPORTS**

- |     |   |         |
|-----|---|---------|
| 26. | Lightning Ridge Precinct Committee Minutes – 26 June 2006 | 105     |
| 27. | Burren Junction Precinct Committee Minutes – 28 July 2006 | 106-115 |
| 28. | Walgett Precinct Committee Minutes – 18 July 2006         | 116-117 |
| 29. | Walgett Precinct Committee Minutes – 8 August 2006        | 118-120 |
| 30. | Carinda Precinct Committee Minutes                        | 121     |

### **8. REPRESENTATIVE REPORTS**

No Reports Submitted

<b>CONFIRMATION OF MINUTES – 20 JULY 2006</b>
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The Draft Minutes of the Council Meeting held on 20 July 2006 were distributed to Council's Administrator.



<b>ADMINISTRATOR'S REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:**

**Subject:**

**Author:**

**File No:**

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No reports submitted.

<b>GENERAL MANAGER'S REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:**

**Subject:**

**Author:**

**File No:**

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No reports submitted.

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 1

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

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

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

**Summary:**

This report is prepared to report on the operational performance against adopted estimates for the period ending 31 July 2006.

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

Department of Local Government Report, recommendation 31, requires monthly reports to be submitted to Council reporting on significant differences. The report analyses the financial performance of Council for the period ending 31 July 2006 comparing actual expenditure and revenue against the budget. The Council's position at this time is within budgetary expectations with a surplus of \$5,261,308 compared to a budgeted \$54,707.

**General Budgetary Position**

This review analyses the financial performance of the Council for the period ending 31 July 2006, comparing actual expenditure and revenue against the budget. Council's budgetary position for the period ending 31 July 2006 is financially sound. The Budgeted surplus was \$54,707 and at the end of July the surplus based on actual's was \$5,261,308.

<b><u>Management Review as at 31st July 2006</u></b>					
	<b>Original Budget</b>	<b>YTD Actual</b>	<b>YTD Actual (Committed)</b>	<b>Budget Available Current Year</b>	
Members & Executive Expenditure	(713,329)	(25,238)	(27,322)	(688,091)	4%
Corporate Services Revenue	157,000	0	0	157,000	0%
Corporate Services Expenditure	(871,865)	(34,121)	(36,678)	(837,744)	4%
Marketing & Promotions Revenue	20,000	1,795	1,795	18,205	9%
Marketing & Promotions Expenditure	(306,098)	(64,391)	(64,391)	(241,707)	21%
Financial Services Revenue	6,626,881	3,909,809	3,909,809	2,717,072	59%
Financial Services Expenditure	(1,298,187)	(159,258)	(161,099)	(1,138,929)	12%
Governance Revenue	41,500	4,020	4,020	37,480	10%
Governance Expenditure	(429,500)	(30,256)	(30,256)	(399,244)	7%
Community Services Revenue	252,100	13,430	13,430	238,670	5%
Community Services Expenditure	(619,442)	(38,910)	(45,226)	(580,532)	6%

## SHIRE OF WALGETT –AGENDA

Planning & Regulation Revenue	178,850	6,242	6,242	172,608	3%
Planning & Regulation Expenditure	(864,110)	(39,140)	(42,194)	(824,970)	5%
Engineering Services Revenue	68,000	2,091	2,091	65,909	3%
Engineering Services Expenditure	(492,667)	(37,818)	(37,637)	(454,849)	8%
Council Plant & Properties Revenue	2,281,134	134,637	134,637	2,146,497	6%
Council Plant & Properties Expenditure	(2,145,000)	(55,075)	(108,920)	(2,089,925)	3%
Roads & Bridges Revenue	5,895,813	2,455	2,455	5,893,358	0%
Roads & Bridges Expenditure	(5,342,813)	(590,707)	(527,678)	(4,752,106)	11%
Recreation & Community Assets Revenue	140,000	141,162	141,162	(1,162)	101%
Recreation & Community Assets Expenditure	(2,199,404)	(178,820)	(241,553)	(2,020,584)	8%
Domestic Waste Revenue	751,687	712,763	712,763	38,924	95%
Domestic Waste Expenditure	(693,950)	(45,807)	(49,141)	(648,143)	7%
Public Order & Safety Revenue	46,000	4,112	4,112	41,888	9%
Public Order & Safety Expenditure	(213,405)	(434)	(945)	(212,971)	0%
Water Services Revenue	1,119,528	1,112,780	1,112,780	6,748	99%
Water Services Expenditure	(1,241,574)	(38,929)	(37,500)	(1,202,645)	3%
Sewerage Services Revenue	576,450	568,283	568,283	8,167	99%
Sewerage Services Expenditure	(668,892)	(13,367)	(12,098)	(655,525)	2%
	<b>54,707</b>	<b>5,261,308</b>	<b>5,190,941</b>		

Variance of Income Compared to Expenditure				
		Budget YTD	Actual YTD	% of Budget
Income		18,154,943	6,613,579	36%
Expenditure		(18,100,236)	(1,352,271)	7%
Variance		<b>54,707</b>	<b>5,261,308</b>	

## Members and Executive

- Following the announcement that Walgett Shire elections will not be held until 27 September 2008, the expenditure relating to Council elections will no longer be relevant. This expenditure totalling \$125,500 will be reallocated during September 2006 quarterly review. A total of approximately \$30,000 will be allocated to Administrator expenses for Travel, Accommodation and incidentals to bring Walgett Shire Council's Administrator Expenses to a total of \$80,000.

## Corporate Services

- River Towns Project is currently non operational due to the absence of a Facilitator.

## Marketing and Promotions

- Nil variance to report.

## Financial Services

- The full amount of rates revenue has been raised this period.
- Finance Section Salaries and Wages are significantly lower due to the absence of an Accountant. This function is being performed by the Acting Manager of Corporate Services and Assistant Accountant.

**Community Services**

- General Staff - Family Day Care is at a minimal level. This is due to the small number of Carers that have been operating.
- Expenditure Youth Services are meeting budgetary requirements but is expected to decrease for August 2006 due to temporary closure of Walgett Youth centre.

**Planning and Regulations**

- Nil Variance to Report.

**Engineering Services**

- Nil Variance to Report

**Council Plant and Properties**

- Nil Variance to Report

**Roads and Bridges**

- Expenditure is within budgetary constraints. Revenue for Roads and Bridges 2006/07 has not been received.

**Recreation and Community Assets**

- The Grant for Airport Security of \$141,162 was received.

**Domestic Waste Management**

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

**Public Order and Safety**

- Nil variance to report

**Water Services**

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

**Sewer Services**

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

**Relevant Reference Documents:**

- Monthly Management Report for the period ending 31 July 2006.

**Stakeholders:**

- Walgett Shire Council

**Financial Implications:**

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

**Recommendation:**

**That Council note the Monthly Management Report for the period ending 31 July 2006.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 2

**Subject:** Family Day Care Office

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

**File No:**

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**Summary:**

At present there are no Carers registered for Family Day Care in Walgett. This shortage is an issue for Walgett Shire Council and its employees as well as for families in the township of Walgett.

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

As at 4 August 2006, Walgett had two (2) full time Family Day Care Carers registered. One of these carers will commence maternity leave from 14 August 2006 and the other Carer has withdrawn her services effective from 7 August 2006. This leaves the Walgett area with no registered family day care.

It is proposed that two options be investigated.

**Family Day Care**

The Family Day Care Co-ordinator operates from 45 Pitt Street, Walgett. This office utilises one room as an office and leaves available an additional room, kitchen, lounge room and large play area outside. It has become apparent that the current costs to set up homes in accordance with the Department of Community Services guidelines is expensive and often deters potential carers. The family Day care office could be utilised as an area for Family Day care.

For this to happen, the following must be done:

1. Contact Minister for Community Services – The Hon Reba Meagher seeking approval and stating reasons for the application, how the facility will be managed and identifying who the Carer will be. The facility can only operate in the short term, as it is anticipated that the Long Day Care Centre will be built and operational by January 2007.
2. Identify costs associated with ensuring that the building complies with Walgett Shire Council Policies and Procedures – Family Day care. The costs associated with any structural upgrades will be required to be identified before the project commences. Initially it appears that child proof locks will be required and a hand rail is required for the front entrance to the building.
3. Identify a Carer who would be available to operate from this building.

## **SHIRE OF WALGETT –AGENDA**

At present, Council has been diligently advertising for Family Day Care Carers in the local newspaper. This will be on going.

### **Walgett Shire Council Crèche**

The Family Day Care offices could be utilised as a crèche for Walgett Shire Council Staff. At present there at least 12 children of Council employees without registered Carers.

Council is currently experiencing a shortage of staff in all areas. Child care facilities operated by Council on its premises can be offered to Council employees as part of salary sacrifice under Clause 11 (ii) Local Government State Award (2004). This becomes not only an attractive option to existing employees but also provides attractive options for potential employees.

A Policy and Procedures manual and Business Plan will be compiled in accordance with Children and Young Persons (Care and Protection) Act 1998 No 157. The costs associated with any structural upgrades will be required to be identified and the building would have to be inspected before the project commenced.

### **Relevant Reference Documents:**

- Children Services Regulations 2004
- Children and Young persons (Care and Protection) Act 1998 No 157
- Walgett Shire Family Day Care Policies and Procedures

### **Stakeholders:**

- Walgett Shire Council employees
- Walgett Shire community families
- Family Day Care

### **Financial Implications:**

Nil for initial investigations.

### **Recommendations:**

1. **That Council note the shortage of registered childcare facilities available in Walgett.**
2. **That Council concurrently investigate the use of Council's premises located at 45 Pitt Street, Walgett as a crèche or as a family day care premises.**



<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 3

**Subject:** Debt Recovery

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

**File No:**

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**Summary:**

This report identifies strategies in place to reduce outstanding debtors and in particular, outstanding rates arrears.

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

The total amount of outstanding rates at 30/6/06 is \$1,618,000. The provision for doubtful debts is approximately \$595,000. With the present figures available the Rates and Annual Charges Outstanding is 14.34%.

The outstanding rates and annual charges outstanding percentage for 2004/2005 was 15.97%, a level well above the acceptable level of 9%. Any percentile above 9% is considered to be unacceptable by the Department of Local Government. Strategies are in place to ensure that the outstanding rates arrears are identified and followed up.

Council has recently employed a new Rates Clerk and have also appointed a Customer Service Officer – Finance, whose primary role will be assisting the Rates Clerk with Debt Recovery.

Currently, Austral Mercantile is the Debt Recovery Agent for Walgett Shire Council. A review is currently being performed on available debt recovery agencies to source the Agency that offers the best service for Walgett Shire Council. Outstanding Collections (NSW) Pty Ltd has been considered as a potential debt recovery agent. They are currently servicing shires surrounding Walgett Shire and offer subsidised Solicitors Fees. After consultation with other Councils it is the opinion that the agency offers excellent customer service and fast results.

Damien Ingle from Ingle and Associates is contracted to assist in implementing a Debt Recovery module within the Authority System. This module will provide a more streamlined approach to Debt Recovery and will ensure that outstanding payments are identified in a timely manner. Mr Ingle has currently been contracted with Walgett Shire Council in the absence of a Rates Clerk. During that time he has reviewed the present system and identified and introduced enhanced accounting controls that cover valuations, adjustments and revenue reconciliations.

## **SHIRE OF WALGETT –AGENDA**

Mr Ingle will also be contracted to review the rating structure in it's entirety including general rates, water, sewer and waste management.

During the preparation of Council's Financial Reports for 2005/06 any unrecoverable debts in both rates and general debtors will be identified. Each debt will be investigated and if it is established that there is no reasonable doubt that the debt will not be recovered then that debt will be presented to Council for consideration to be written off under resolution of Council.

Sale of Land for unpaid rates occurred in April 2006. Council will hold these sales on an annual basis in April each year. Fourteen (14) parcels of land were sold in April 2006. Eight (8) of these sales were forfeited by the Purchaser. The total amount recovered was \$17,800 and \$39,601.49 was written off as Bad Debts. Under Section 716 of the Local Government Act "Land that fails to sell at public auction may be sold by private treaty". The eight properties not sold at Auction can now be listed for sale.

A revised list of land for sale under section 713 of the Local Government Act (1993) is currently being drafted in preparation for the upcoming sale in April 2007.

Any outstanding arrears of less than \$1,000.00 (\$111,000 in total outstanding arrears) were advised in writing, on 25 July 2006. These ratepayers have been given the option to pay or contact Council within fourteen days otherwise legal proceedings will take place.

Further letters will be sent out advising all other ratepayers with outstanding rates arrears of their outstanding debts. These ratepayers will be given the option to pay or contact Council within fourteen days otherwise legal proceedings will take place.

Legal action will be taken on any outstanding debts not recovered or arrangement made within the fourteen (14) day period.

The Debt recovery Policy is due for revision. This policy was adopted in August 2005 after revision by the Department of Local Government. No changes will be recommended.

### **Ageing of Outstanding Rates Arrears**

A breakdown of the Rates Arrears as at 30/6/06 is as follows:

As indicated in the chart below 2001 and 2002 did not experience increases in rates arrears. The chart shows the cumulative effect in rates and interest arrears as calculated at 1 July 2006.

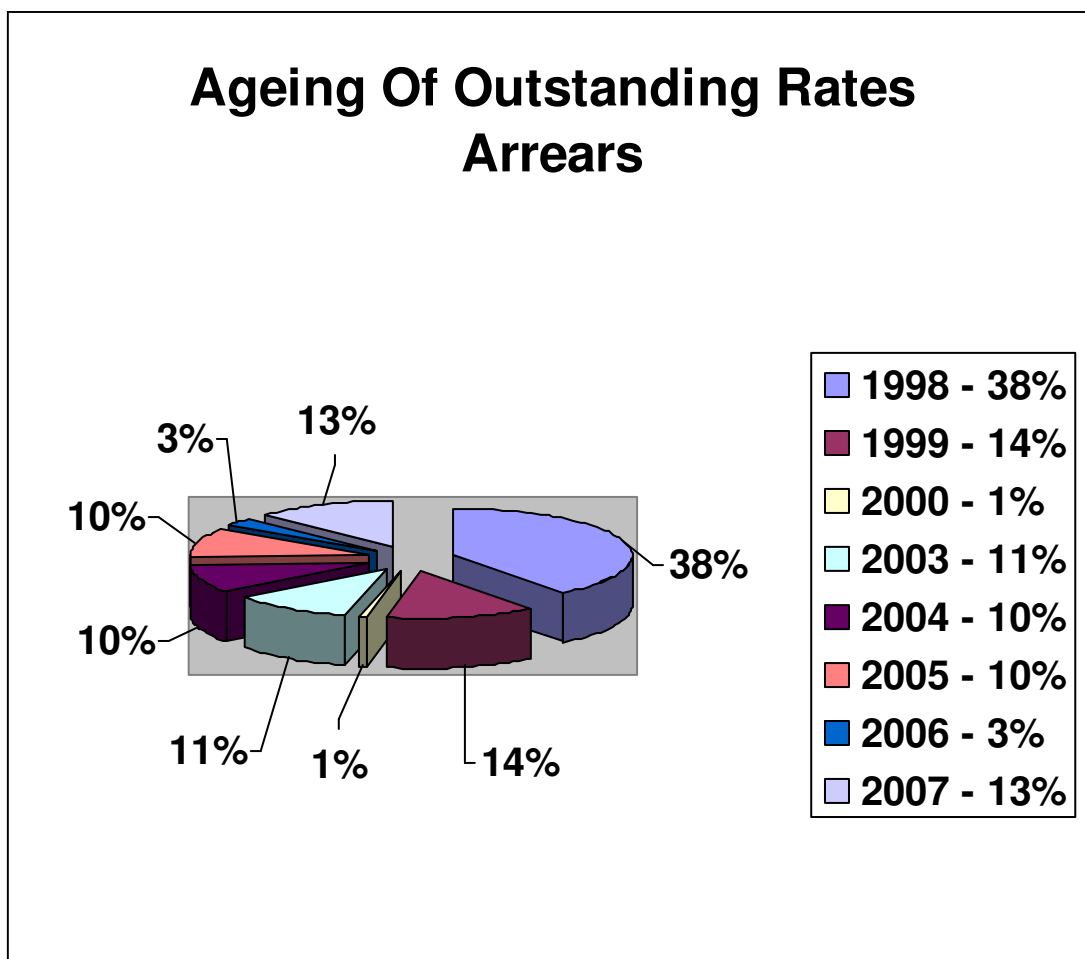
The 1998 sector includes debt carried forward from years previous to 1998. The Authority program was installed and operational for the year ending 30 June 1998 so all outstanding debt has been included in this sector.

## SHIRE OF WALGETT –AGENDA

The interest and arrears has increased for calculations made 1 July 2006. This increase is due to a number of factors. The Rates Clerk position has been vacant since 19 March 2006. This position has recently been filled. As a result the follow up on outstanding rates has not been performed.

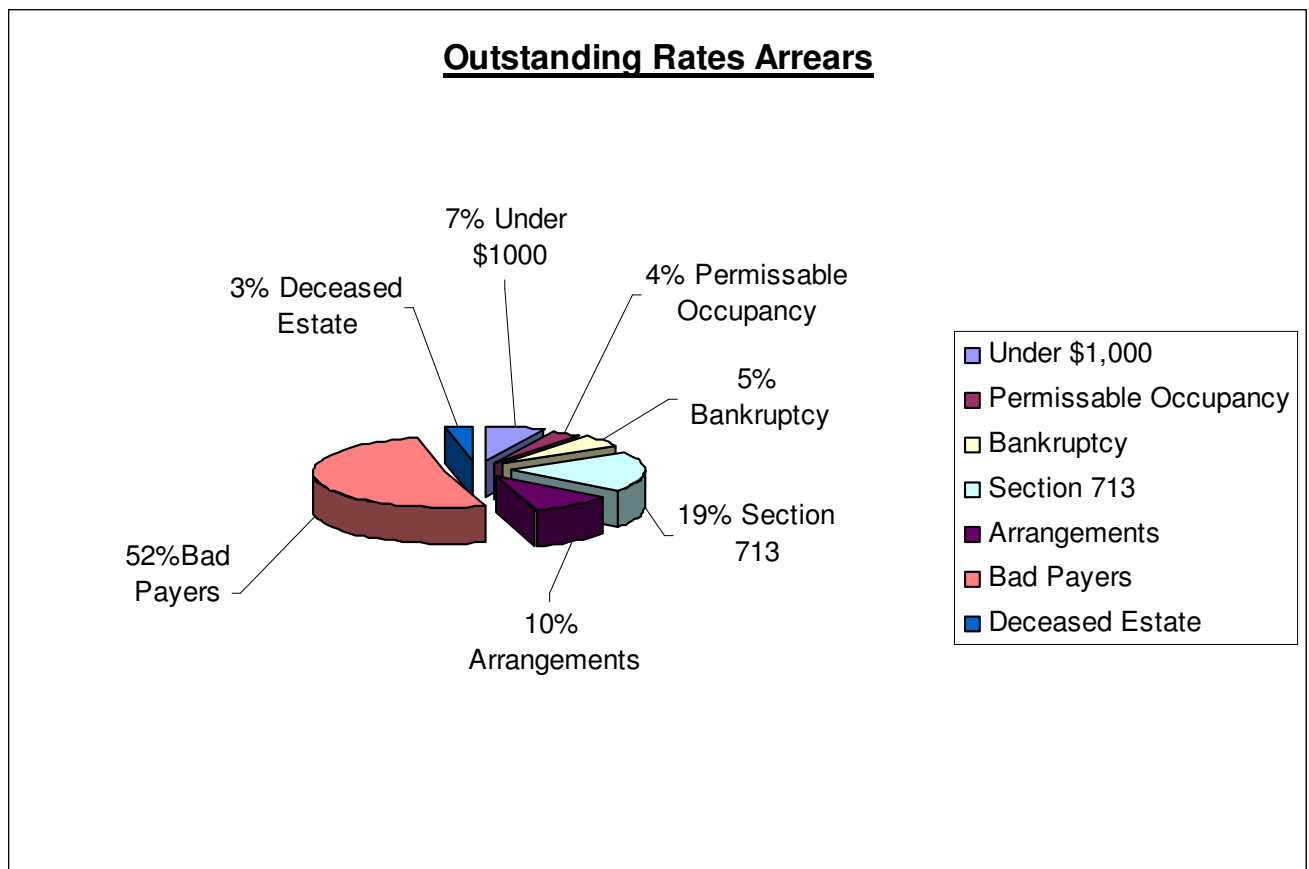
The additional Customer Service Officer – Finance will be dedicated to Debt Recovery until all debt is investigated and an acceptable arrangement is made.

The implementation of the Debt Recovery module in the Authority System will provide more accurate information on a timely basis. In the past all debt recovery has been recorded manually and this does not provide effective time management for debt recovery.



### **Outstanding Rates Arrears**

The allocation of rates arrears is as follows:



### **Relevant Reference Documents:**

- Professional Services Overview – Ingle and Associates
- Debt Recovery Policy

### **Stakeholders:**

- Walgett Shire Ratepayers
- Walgett Shire Council

### **Financial Implications:**

Any legal costs incurred by Council in commencing legal action are initially funded by Council and added onto outstanding rates arrears of each Assessment. These costs directly affect cash flow in the short term but are recovered in settlement of arrears.

The engagement of Ingle and Associates has been included in Management Plan 2006/07 for \$50,000. These costs will cover training newly appointed Rates Clerk and reviewing the present rating structure.

The implementation and training for the Debt Recovery Module – Authority is to be funded from Restricted Funds – Training.

**Recommendations:**

- 1. That Council adopt the review of Walgett Shire Council Procedures Statement Policy – Debtor Recovery with no changes recommended.**
- 2. That Council engage Ingle and Associates to implement the Debt Recovery module in the Authority software program and to perform a Review of Council Rates.**
- 3. That Council recognise strategies in place to reduce Outstanding Rates Arrears.**
- 4. That the following properties be listed for sale by private treaty under Section 716 Local Government Act 1993.**

<b>Assessment Number</b>	<b>Description of Land</b>
1187	Lot 3, DP 13603 Colless Street, Come-By-Chance
889	Lot 7, Section 17, DP 758227 Colin Street, Carinda
1188	Lot 1, DP 226811 Colless Street, Come-By-Chance
2018	Lot 20, Section 1, DP 1758849 Collarenebri Road Pokataroo
2035	Lot 62, DP 753953 Middle Street, Rowena
2033	Lot 9, Section 2, DP 758889 Middle Street, Rowena
942	Lot 10, Section 17, DP 758227 Wilga Street, Carinda
884	Lot 7, Section 13, DP 758227 Colin Street, Carinda

<b>Adopted:</b>	Council Meeting held 18 August 2005
<b>Resolution Number:</b>	231/05
<b>Review:</b>	18 August 2006

**WALGETT SHIRE COUNCIL**  
**PROCEDURES STATEMENT POLICY**  
**DEBTOR RECOVERY**

**OBJECTIVE**

- To ensure consistency, fairness, integrity and confidentiality for Council, ratepayers and debtors.
- To collect all rates and charges and collect all fees and charges due by sundry debtors in an efficient and effective manner.
- To maximise the collection of outstanding debts while recognising genuine hardship.
- To ensure consistency, fairness and confidentiality in all dealings between Council and debtors.
- To eliminate perceived bias towards any particular individual or group of ratepayers.
- To fulfil Statutory requirements of the Local Government Act 1993, for the recovery of rates, charges and other debts.
- To ensure debts are recognised in Council's accounting system and annual accounts.
- To optimise council's cash flow.

**PRINCIPLES**

- Council relies on collecting rates, charges, fees and other debts to finance its operations and ensure effective cash flow management.
- Council has a responsibility to recover monies owing to it in a timely, efficient and effective manner.
- Council should ensure that it treats people fairly and consistently in recovering monies

- Council recognises that due to financial and other hardships, some people are not in a position to pay rates and other debts when they fall due. Council will treat these people with fairness, dignity and compassion as far as possible within statutory and other constraints.

### DELEGATIONS

Officers occupying the positions of Rates Clerk or Accountant shall be delegated authority to recover rates and charges in accordance with these procedures and represent Council where necessary.

The General Manager under the provisions of Section 687 shall provide the appropriate written authority for the appropriate staff to represent Council at the Local Court House or before any Justice to fulfil the needs of this policy.

### PROCEDURE

#### Part 1 - RATES AND CHARGES

1. Rates and Charges are levied by 31 July each year and are payable in full by the first instalment date or by four equal instalments by the following dates (Sec 562):-  

31 August  
30 November  
28 February  
31 May
2. Any instalment not paid by the due date falls into arrears and attracts interest charges.
3. Instalment Default Notices shall be issued 14 days after the due date, allowing further 14 days from date of notice for payment or to make a satisfactory arrangement.
4. A Notice of Legal Action shall be issued when appropriate, to those ratepayers who have received an Instalment Default Notice and have not paid the overdue amount or made a satisfactory arrangement and have a minimum overdue amount of \$200 or the full levy remains unpaid. Notice to include advice that matters referred to council's debt recovery agents will incur legal costs and that these cost incurred will be added to their debt.
5. Ten days from date of issue of Notice of Legal Action, if overdue balance remains unpaid or no satisfactory arrangement is made, matter to be referred to council's appointed Debt Recovery Agent.
6. Upon receipt of matter council's debt recovery agent will issue a letter of demand, requesting payment or a suitable arrangement to be made within 14 days.

7. If the aforementioned letter does not provide a satisfactory response, Council will instruct its Debt Recovery Agent to issue a Statement of Liquidated Claim.
8. If after 28 days of the summons being served there has been no satisfactory response from the debtor, Council will instruct its agent to obtain Judgement of the debt at further cost to the debtor.
9. Once Judgement is obtained and there is still no satisfactory response, a notice of "Further Legal Action" is to be forwarded to the Judgement debtor. If there is no satisfactory response, an appropriately delegated officer is to authorise the next step.

Depending on the circumstances of the debtor, Council can apply for a Garnishee of Wages, a Garnishee of Rent, Examination Summons or a Writ of Execution i.e. The Sheriff is to seize "goods and chattels" which can be sold to liquidate the debt

10. Section 713 of the Local Government Act 1993 provides that a property may be sold at public auction where rates are in arrears for more than 5 years on developed properties and 1 year for vacant land (if the land value is less than the outstanding debt). Such action is to be pursued at a time convenient to Council on properties where rates have not been recovered or are not economical to recover by other means.
11. Departure from the above listed procedures may occur where Council's Rates Clerk has consulted with the Manager Corporate Services and in their opinion an alternative is warranted.

**Note: Defaulting pensioners will be encouraged to enter into an arrangement to make affordable periodic payments to reduce the debt, with legal proceedings only being commenced for recovery of a debt when the pensioner has NOT demonstrated an inability to pay. Legal action can only to be implemented on approval of the General Manager.**

#### **ARRANGEMENTS**

- Subject to this policy, arrangements should be made on the basis that current rates and charges are to be paid in full by the end of the current financial year. This will prevent arrears being carried forward into the next rate year. Also, the arrangements should ensure that at least one payment is made per month. If this cannot be achieved, then the arrangement should be reasonable so that the debt is reduced as soon as possible (Sec 564).
- Ratepayers and debtors will be requested to complete a Debt Repayment Agreement form to formalise arrangement.
- With regard to payment of overdue rates and charges, one month from the receipt of the debtor's first payment, if the agreement is being adhered to, Council may write off



or reduce interest accrued while the arrangement is being honoured, until the outstanding debt is cleared. (Sec 564)

- If a ratepayer or debtor defaults on an arrangement without approval from an appropriately delegated officer, interest accrual will be reinstated immediately (if appropriate), and a letter sent requesting immediate payment within 7 days.
- Although not generally encouraged, payments can be deferred for a period no greater than 4 weeks with approval from an appropriately delegated officer. Such approval will only be granted once per calendar year.
- Arrangements to pay after the commencement of court proceedings are encouraged and will be accepted provided the offer will clear the debt within a satisfactory time frame.

## **Part 2 - SUNDRY DEBTORS**

Council incurs expenses, which are recoverable from ratepayers and the general public eg. Trade waste, private works, property information etc.

Generally accounts are raised as debtor information comes to hand and invoices are issued on a weekly basis, with a monthly statement of debt being issued within 10 days of the last day of the month. The due date for payment is 30 days after the invoice date.

The following process is to apply:-

1. If an account is not paid by the due date a second monthly statement will be forwarded as a reminder.
2. If payment is not received after issue of the second statement then a letter requesting payment or the making of a satisfactory arrangement is to be forwarded to the debtor.
3. If after 90 days of the original due date there has been no satisfactory response, a Notice of Legal Action will be forwarded requesting immediate payment or the making of an arrangement within 10 days.
4. If there is no response the procedure for debt recovery shall be as per Part 1 - Rates and Charges, Item 5 to 9 of this policy.



### Professional Services Overview

With over twenty five years experience in Information Technology, Ingle and Associates provide a wide range of services that address many aspects of business.

We are dedicated to providing quality services to business drawing on the years of experience of our qualified professionals who have over a decade of experience in their area of specialisation. We provide assistance to business seeking to increase organisational performance without requiring large investment in the process.

With extensive experience in business processes and applications our qualified professionals deliver services that include:

- Training

Whether introducing new systems or new staff, training in the effective use of technology and applications is paramount in increased performance of an organisation. Our training services encompass preliminary evaluation, post program evaluation, planning, conduct, and follow up. In conjunction with the organisation we provide reinforcement and support for the newly acquired skills and knowledge obtained by the participant in the programs.

- Infrastructure Review

Systems management is the supervision of the information technology systems in an organisation. To determine whether business objectives are being met, an independent review can provide valuable information which can help you with extendibility and overcoming incompatibilities of products or services. This enables the highest quality of service, security, mobility, collaboration and knowledge management.

- Business Analysis

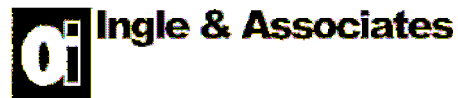
Embarking on improvements to systems requires an understanding of how and why things are undertaken the way they are. Through interviews and workshops we can help examine your current processes and determine what works, and what can be improved. Whether this is in existing systems or for the process of a replacement, assistance is provided to analyse the requirements of the business systems at the same time enabling staff to build a higher level of capability for the future.

- Change Management

When innovation occurs there must be individual and organisational change. Organisations are a collection of systems and as such organisational change is viewed as a process that is inclusive of all the interactive parts of a system. Our approach to change management encompasses the organisational and human environment as well as the physical environment in the workplace. This enables greater acceptance of the change and provides increased organisational performance.

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Ingle & Associates Pty Ltd  
PO Box 5112, Kambah NSW 2290  
Tel: 61 2 4947 8845 Fax: 61 2 4947 8845 Mob: 0418 489 356  
Email: [admin@ingle.com.au](mailto:admin@ingle.com.au)  
ABN 15 112 707 650



- **Project Management**

Project Management involves the overall planning, control and co-ordination of a project. It is the process by which the responsibility for all phases is combined within one multi-disciplinary function. With extensive experience in projects ranging from one month in duration to ones measured in years running into millions of dollars, we can utilise the knowledge to achieve success for the organisation.

- **Risk Management**

Risk is the outcome of uncertainty. The introduction of new technologies requires careful selection, determination and planning for associated risks. Our risk management service identifies the risk exposures, risk treatments and the possible gains and losses in terms of business performance that assists management decisions.

- **Knowledge Management**

While technology can supplement and support knowledge sharing among individuals, technology alone is insufficient to create a "knowledge culture". Through workshops that leverage knowledge discovery systems our consultants work with the organisation to champion the sharing of ideas and knowledge in the workplace. The organisational learning brought about by this approach aids the cultivation of core competencies of the organisation.

- **Document Management**

In modern, distributed enterprises, the proliferation of documents, the demand for access to them, and the need to work with them collaboratively are all growing exponentially. A distributed, extensible document management architecture boosts overall organisational competitiveness, by streamlining any number of cross-disciplinary processes rather than a single, vertical process. Our service assists organisations in transitioning to an environment where formal documents are accessible for organisational knowledge.

- **Business Improvement Process / Process Analysis**

Business processes are built up over time that whilst providing outcomes may not be the most beneficial for business. Through analysis, interviews and workshops we are able to map and document the processes within the business and identify possible areas of process improvement that will increase business performance.

- **Business Process Mapping**

In conjunction with the process analysis comprehensive business process maps are produced to outline and document current processes. These form one of the basis for the process improvements that could be implemented. With people and processes aligned with technology the business can answer the question "How do we do this differently and more efficiently?"

- **Implementation Assistance**

Studies have shown that the introduction of technology alone does not improve efficiency. The impact of the technology on the organisation and the staff needs to be considered for implementations to be successful. Implementations can be successful through a model of awareness, structures, persuasion, decision and commitment, roll out, and review. Our professionals use this model enabling successful implementations.



- Strategic planning

IT and Business managers are often so preoccupied with immediate issues that they lose sight of their ultimate objectives. That's why a business review or preparation of a strategic plan is a virtual necessity. This may not be a recipe for success, but without it a business is much more likely to fail. The outcome of our involvement is a satisfactory strategic plan that is realistic and attainable so as to allow managers to think strategically and act operationally.

- System audit and review

Over time business systems are used to provide the necessary business functions. A stocktake of the functionality available in current systems can prove beneficial in improving business performance with the benefits far outweighing the investment in the audit and review. Our professionals review systems, electronic and supporting, to facilitate improvements in business processes.

- Tender preparation and evaluation

Embarking on replacing systems or introducing new technology in business can be critical to improving organisational performance. Our service provides analysis of the requirements of the business systems at the same time enabling staff to build a higher level of capability for the future through a systemic approach.

The methodology covers analysis and planning, review workshops, interviews, analysis and validation, collaborative review and reporting, tender document production, response assessment, vendor evaluation, and preferred vendor negotiation.

The principal of Ingle and Associates, Damien Ingle, brings a wealth of experience in the Australian IT industry in a number of senior roles in the application solution environment. Damien has a wide range of business analysis skills covering financials, payroll and human resources, revenue, land information systems, billing, ecommerce, knowledge and document management, and asset management.

Damien Ingle holds a Masters degree in Business and Technology from the University of NSW and has extensive experience in technical, business analysis, systems design & analysis, project management, operating, leadership, tender preparation and evaluation, contract negotiation, financial management, customer services, product marketing, sales and account management, and knowledge management roles. Damien's major area of interest is the application of information management and knowledge systems to enhance organisational performance.

For more information on our range of services, contact Damien Ingle on (0418) 489 356.

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 4

**Subject:** Walgett Shire Tourism Summary

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

**File No:** 245/02/01/00

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**Summary:**

This report provides a summary of activities currently being carried out regarding tourism within the Walgett Shire.

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

**Short Term Goals**

***Kamilaroi Highway Rest Areas***

The Kamilaroi Highway Committee has divided up leftover grant funding to the six shires along the tourist route. Each Shire will receive five thousand dollars to put towards attraction signposting. Walgett Shire Council will allocate approximately \$4,700.00 of this money on signposting for the Shires three artesian bore baths. The other three hundred dollars will be used to mark directions to the Mary O'Brien exhibition displayed at the Walgett Aerodrome. The directional signage to the bore baths is expected to greatly increase visitation especially at the Burren Bore Baths.

***Level 3 Visitor Information Centre at Collarenebri***

The application for the level 3 Visitor Information Centre has been completed and will be sent to Aurora for accreditation.

***Logo Design***

A visitor's survey has been developed and is currently being distributed via the Walgett Visitor Centre. It is also available at the Lightning Ridge Visitor Information Centre. The Visitor Survey is designed to indicate visitor's first impressions to the Shire, increase their knowledge and provide Council with some insight into their needs and expectations. A local business survey has also been developed and will be sent out as a letter drop on Tuesday the 7 August. This survey is designed to give residents of Walgett Shire a say in the development of the tourism logo and provide High End Design with a preconceived idea that has community support.

## **SHIRE OF WALGETT –AGENDA**

The Business and Visitor surveys will be collected on the 31 of August. The designs and ideas will be evaluated on their ability to represent the Walgett Shire as a whole, as well as their ability to be reproduced into signage, brochures and merchandise. These designs and ideas will be sent onto High End Design who will develop them into a tourism logo for Walgett Shire.

It is proposed that this logo will be used in conjunction with tourism advertising, signage and promotional material.

All design material will be sourced before High End Design become involved.

### ***Signage Audit***

The signage Audit will begin in August 2006. An itinerary will be developed to ensure all areas are assessed. Signage to be listed include all direction, interpretive and attraction signage. These will be classed in areas to ensure that overlapping does not occur. All areas of the shire including boundaries are to be included.

### ***Tourism Signage Plan***

Using the outcomes of the signage audit and community recommendations a tourism signage plan will be developed including recommendations, timeline and budget. This document will assist in meeting objectives of the strategic plan.

### ***Centenary of Council***

Centenary of Council celebrations are developing steadily. Entertainment and venues have been booked and equipment has been sourced. Invitations are being developed and are expected to be out by the beginning of September.

### **Long Term Goals**

#### ***Tourism Strategies***

The Walgett Shire Tourism Strategy is close to completion with the Action Plan currently in development. New research is still being sought to ensure the strategy is as relevant to Walgett Shire tourism as possible. A draft strategy will be submitted to the Administrator at the September Council Meeting.

It is proposed that the logo be added to the strategy on its completion.

#### ***Main- Street Re-development***

The idea to clean up and improve the main street of Walgett has gained pace over recent weeks and developed into a much larger project in which Walgett Shire Council anticipates partnerships and program development which will benefit the Community the streetscape and also visitors to the town.

The project: “SEARCH for our identity” or “The Social and Economic Rejuvenation of our home and community through positive attitudes and appealing aesthetics” will address the Walgett environment including the bars on the windows and the graffiti but it will also look at improving the social issues present in the town. The project is expected to generate interest from local businesses, the health system, the police department and a number of government bodies. A large number of funding bodies has already been identified. The project is expected to take 18 months initially to develop partnerships and gain funding.

**Recommendation:**

**That Council receive and note the Tourism Development Officer’s Report for July 2006.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 5

**Subject:** Walgett Shire Community Services Report

**Author:** Gai Richardson

**File No:**

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**Summary:**

This report provides a summary of activities to date for 2006 regarding Council's community service provision within Walgett Shire.

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

***Family Day Care***

This service generally has workers in Walgett, Collarenebri and Lightning Ridge.

The service has been unable to recruit a co-ordinator since February this year despite the part time position being advertised numerous times and flexible work conditions being offered. When DoCS advised Council the licence would be cancelled if a suitably trained co-ordinator was not appointed, a Council staff member with the necessary qualifications agreed to fill the co-ordinator's position until such time a co-ordinator was appointed. The position has now been filled.

Carers are currently working in Lightning Ridge. At present there are no Carers available for Walgett. This shortage has an immense impact for the township's ability to recruit staff to the Shire as there is no available childcare.

Issues raised for people not seeking to establish themselves as Family Day Care Workers include:

- Some partners do not like having numerous children at their home when they are not working.
- It is too costly to bring some of the older style homes to meet the standards as set by legislation.

It is therefore suggested that the current Family Day Care facility, which currently houses the office and playgroup once per week, be utilised as a registered child care facility.



### ***Libraries***

Council is currently a member of the Northern Regional Library, based in Moree under Moree Plains Council. It includes the Shires of Brewarrina, Moree Plains, Walgett and Gwydir and provides resources including book exchanges, information, training, activities and IT support to libraries in the towns of Bingara, Brewarrina, Moree, Mungindi, Warialda, and the Walgett Shire towns of Lightning Ridge and Walgett.

Council is currently investigating alternate options for cost effective library service provisions including stand alone and co-operative models. Both Walgett and Lightning Ridge Library patronage would benefit by extended opening hours.

Council is currently setting up library depots in Carinda and Burren Junction and an increase in exchanges at the depot on Collarenebri to be managed from the Walgett Library. This will meet part of the requirements handed down in the investigator's report that more service provision be offered to villages and outlying communities in the Walgett Shire.

### ***Job Expo***

After discussions at community based meetings about the difficulties being experienced by most employers covering all factions in the work force of recruiting and retaining staff, in February, Council facilitated a very successful Job Expo Day. This Job Expo was in partnership with the Premier's Department (Dubbo). Many positions were filled by people who were unemployed and people who were looking at career changes.

Representatives from all Government Departments and most larger businesses in town were in attendance. If the need is identified, this can be an annual event.

Lack of rental accommodation in Walgett and Lightning Ridge is also an issue when recruiting staff from other regions

### ***Health***

Council is involved in forums and planning strategies for the improvement of health and wellbeing in the Shire . Council supports this by identifying accommodation specifically for General Practitioners who work in Walgett and Lightning Ridge.

### ***Leaps Framework Pilot Study***

Council was chosen as the rural and remote Local Government representative to participate in the 'Implementing the Principles of Multiculturalism Locally' pilot conducted by the Department of Local Government and the Community Relations Commission. The pilot is to develop a framework that will assist Local Governments to include the Local Ethnic Affairs Priority Statement and Planning in their management and Social Plans. After consultation with the trans Cultural Centre at Lightning Ridge and other community members, a draft plan was submitted to Council which was accepted and included in the current Management Plan.

## ***Youth***

Most children who live out of town and an increasing number of High School age children who live within the town boundaries leave Walgett to attend High School.

There are many issues identified concerning the youth who remain across the Shire.

These include lack of skills to ensure employment, lack of suitable employment, chronic truism, teenage pregnancies, vandalism, domestic violence, drug and alcohol abuse, crowded housing.

There are, however, high achievers in varied sporting and academic fields.

Council oversees management and provides funding for Youth Centres in Walgett, Lightning Ridge and Collarenebri and receives funding for Vacation Care centres in Lightning Ridge, Collarenebri and Grawin. A Youth Development Officer is employed to co-ordinate all youth services in the Shire and youth workers are employed on a casual basis at all centres. Currently Walgett Youth centre is closed due to ongoing staffing issues

## ***YAA – Young Achievement Australia Program***

Council supported the Young Achievement Australia Program last year working with Walgett Community College High School students who went on to win both State and National Awards. This program has just commenced again for this year.

## ***MAD – Music, Art and Drama Project***

Working with local youth, and a grant received from the Attorney General's Department and auspiced by Council, Walgett Crime Prevention Committee, and KEZANG (an organisation from Sydney) developed the Music, Art and Drama Project (MAD) focussing on drug and alcohol abuse in youth .

## ***PCYC – Police Citizens Youth Club***

After much negotiation, Council and the Castlereagh Patrol Commander initiated the mobile PCYC Truck to be stationed in Walgett to develop programs and activities on a fortnightly basis for the youth. Walgett is the first town outside of coastal metropolitan areas to have the mobile PCYC.

Community support has been actively sought by Council and the PCYC. Due to a poor response of volunteers – Council offered overtime to any staff who would work when the PCYC is operational. This offer has been taken up by two staff. The Walgett health service has also agreed to pay a worker to assist.

***YOS – Youth Off the Streets Program***

After visits by Father Chris Reilly and staff from the Youth Off the Streets Program – Council is currently supporting plans being made for the use of a facility to establish ongoing programs, appropriate training of youth workers and visits by youth from other YOS programs for sporting competitions and other interaction.

**Recommendation:**

**That Council receive and note the Community Liaison Officer's Report for July 2006.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 6

**Subject:** Lightning Ridge Olympic Pool Annual Subsidy

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

**File No:**

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**Summary:**

The Lightning Ridge Pool Committee has requested that the annual pool subsidy of \$208,639.00 be paid in full on 28 July 2006. The original Lease Agreement made 4 December 2000 states that the payment of the pool subsidy be made in two (2) equal instalments.

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

It was resolved on 21 June 2006 at a meeting with Lightning Ridge Olympic Pool Committee, Department of Natural Resources and Walgett Shire Council "That Council make an up front payment of \$202,000 on the 28 July 2006 for the subsidy agreement for the 2006-2007 financial year."

The Annual Subsidy is increased each year by an amount equal to the rate pegging percentage which is 3.6% for 2006/07. This increases the subsidy payable for 2006/07 to \$208,639.00.

The amounts due are as follows:

Olympic Pool	\$97,077.00 (excl GST)
Theme Park	\$32,201.00 (excl GST)
Sporting Complex	\$79,361.00 (excl GST)

The original Lease Agreement states that the Olympic Pool, Sporting Complex and Theme Park instalments be made in two (2) equal instalments payable July and January.

A draft Agreement for Subsidy will be issued to Lightning Ridge Olympic Pool Association for comment. This Agreement is currently under review by Council.

**Relevant Reference Documents:**

- Minutes of Meeting held 21 June 2006
- Draft Agreement for Subsidy between Walgett Shire Council and Lightning Ridge Olympic Pool Association Inc.
- Lease Agreements dated 1 July 2000 between Walgett Shire Council and Lightning Ridge Olympic Pool Association Incorporated.

**Stakeholders:**

- Lightning Ridge Olympic Pool Committee
- Walgett Shire Council

**Financial Implications:**

There is a nil effect on the overall profit for 2006/07 as the subsidy has already been included in the Management Plan 2006/07. The immediate effect is however, is on Council's cash flow and Operating Bank Balance.

**Recommendations:**

1. **That Council continue with the arrangements made as per the agreements dated 1 July 2000 between Walgett Shire Council and Lightning Ridge Olympic Pool Association Incorporated.**
2. **The subsidy payable to be reviewed on an annual basis, subject to the provision of Profit and Loss, Balance Sheet and Budgetary reports by the Lightning Ridge Olympic Pool Association Incorporated, and the position of Council's finance at that time.**
3. **A new subsidy agreement to be signed prior to the next subsidy payment being made, which will be January 2007.**

AGREEMENT FOR SUBSIDY

MEMORANDUM OF AGREEMENT made this       day of       2005  
BETWEEN WALGETT SHIRE COUNCIL Fox Street Walgett ( hereinafter called “the Council” ) and LIGHTNING RIDGE OLYMPIC POOL ASSOCIATION INC  
(hereinafter called “the Association”)

RECITALS

1. The Association is the Lessee of a Crown Reserve titled Lightning Ridge Reserve (Baths) R230055 and operates thereon an aquatic facility consisting of an Olympic Pool, a Water Theme Park including a wave Pool, a Diving Pool currently only partly constructed (hereinafter called “ the Aquatic Centre”) and an Indoor Sporting Centre.
2. The Council is a Local Government Authority constituted under the Local Government Act 1993 the area of which includes the Township of Lightning Ridge.
3. Section 356 of the Local Government Act 1993 empowers the Council to contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions which in accordance with Section 23A of the Act includes the provision of recreational facilities
4. In November 2000 the Council and the Association entered into an agreement under which \$200,000 was advanced by Loan to the Association for the purpose of “Construction of Diving Platform and Diving Pool” and the Loan has not been repaid.
5. The Diving Platform and Diving Pool have been partly constructed but the construction remains incomplete.
6. The Parties have come to agreement under which the Council has agreed to exercise its powers under the Local Government Act to provide financial assistance by way of subsidy towards the cost of operating the Aquatic Centre and the Indoor Sporting Centre.

NOW THE PARTIES HERETO AGREE

TERM

1 This Agreement shall commence on the date abovementioned and shall continue for a period of 1 year. The Agreement may be extended on a year by year basis subject to concurrence of the Council whilst ever the Association continues to be Lessee of Lightning Ridge Reserve (Baths) R 230055 up to a maximum of a total of five years.

SUBSIDY

2. In respect of the 2005/2006 Swimming Season the Council shall pay to the Association a subsidy in the amount of \$201,389.00 and the Association shall be entitled to utilize those funds to finance the operating costs of the Aquatic Centre and the Indoor Sporting Centre. The subsidy consists of the following elements

Olympic Pool \$93,704  
Theme Park \$31,082  
Sports Centre \$76,603

Total \$201,389

The subsidy is a taxable supply under the Goods and Services Taxation Legislation and the Association shall claim the subsidy by submitting to the Council a Tax Invoice which shall include the Goods and Services Tax.

In addition to the subsidy with Goods and Services Tax added the Council shall reimburse the Association for payments made for the following:

Rental of the Crown Reserve on which the Acquatic Centre and the Indoor Sporting Complex are operated.  
Local Government Rates and Charges on the Crown Reserve on which the Acquatic Centre and the Indoor Sporting Centre are operated.  
Charges made by any other Government Department in respect of the Crown Reserve on which the Acquatic Centre and the Indoor Sporting Centre are operated.

3. During the term of this Agreement the Council will pay the cost of "Major Maintenance" of the Olympic Pool and the Pool's Fixtures and Plant Room Associated with the Theme Park.
4. For the purpose of Clause 3 "Major Maintenance" shall mean: any maintenance work in respect of which the cost exceeds \$2,500.
5. The Council shall effect and pay the premium for Reinstatement and Replacement Property Insurance for the Acquatic Centre, the Indoor Sporting Centre, the Library and the Arts and Craft Centre..
6. The payment of the Council's subsidy shall be contingent upon the Association managing and operating the Acquatic Centre and the Indoor Sporting Centre so as to satisfy the following minimum standards:  
Insurance:
  - a) The Association shall effect Public Liability Insurance with \$10m cover in the current year and thereafter increased to \$20m extended to include cover for the respective rights and interests of the Council and the Minister for the time being administering the Crown Lands Act.
  - b) The Association shall effect Workers Compensation Insurance as required by New South Wales Law.
  - c) The Association shall effect Personal Accident Insurance to cover all volunteer workers engaged in the running of the Acquatic Centre and Indoor Sporting Centre and Members of the Association.

When requested to do so the Association shall provide the Council with documentary evidence that the insurances listed are current.

**Local Government Department Practice Note 15 :**

The Association shall when requested to do so produce such documents or other evidence necessary to demonstrate to the Council that the Management and Operation of the Acquatic Centre complies with the standards outlined in Practice Note 15( annexed hereto and marked "A" )including but not limited to the standards with regard to qualifications and training of the Superintendent, other staff and volunteers, the number of staff to be on duty whenever the Acquatic Centre is open to the public, First Aid, Safety Equipment and General Pool Operation

**Indoor Sporting Centre**

The Association shall ensure that the Indoor Sporting Complex is never open for use unless a properly qualified supervisor is in attendance and that the users are supervised in accordance with the accepted professional standards..

**Maintenance and Repair of Facilities:**

- (a) The maintenance of all protective coatings(including painted surfaces) in sound and effective condition;
- (b) The repair and replacement of any damage or breakage to the fabric or fittings of the Acquatic Centre is effected as soon as practical after the occurrence of such damage or breakage; and
- ( c ) All other maintenance is carried out in a timely manner and to the relevant professional or trade standards..

7. The Association shall determine the admission fees to be paid by members of the public for entry to the Acquatic Centre and Indoor Sporting Centre including fees payable by swimming club members, schools and "concessional" users. The Association shall provide to the Council the Budget forecasts and costings upon which the admission fees are set.

8.The Association shall determine the hours during which the Acquatic Centre and Indoor Sports Centre are open to the public.

9.The Association shall keep records of attendances at the Acquatic Centre and Indoor Sporting Centre and shall make available to the Council at the end of each month during which the Acquatic Centre and the Indoor Sporting Centre are open to the public a statement of revenue from admission fees and operating costs.

10.The Association shall maintain a register in which is recorded details of all incidents involving injury to members of the public using the Acquatic Centre or Indoor Sporting Centre or employees or volunteers working at the Acquatic Centre or Indoor Sporting Centre.The register shall record the names of the injured persons, the names of persons who witnessed the incident and details of the action taken to assist the injured person.

11. The Association shall expedite the completion of the construction of the Diving Platform and the Diving Pool and in doing so shall maintain regular contact with the



## SHIRE OF WALGETT –AGENDA

Walgett Shire Council's Building Inspection Staff and ensure that the construction work is inspected and is carried out in accordance with approved plans. The Association shall ensure that the construction work is carried out in a manner which complies with Workcover Authority requirements and the requirements of the Associations Public Liability Insurer regarding protection of the public.

12. When the construction of the Diving Platform and the Diving Pool has been completed the Association, at its own cost, shall apply to the Walgett Shire Council for the issue of a Building Certificate under Section 134 of the Environmental Planning and Assessment Act 1979 and when that Certificate is received by the Association copies shall be made available to the Lightning Ridge Reserve (Baths) Reserve Trust and the Minister for the time being administering the Crown Lands Act 1989.

13. For the swimming seasons following 2005/06 during the term of this Agreement the amount of the subsidy to be paid by the Council to the Association for the purposes hereinbefore mentioned shall be determined by negotiation between the Council and the Association taking into account the following matters::

- The amount of the subsidy paid in the previous year

- The amount of the percentage increase in the Council's Ordinary Rate for the year in question.

- The cost of operating each of the elements of the Aquatic Centre and the Indoor Sporting Complex

- The revenue received from the admission charges and other fees for use of each of the elements of the Aquatic Centre and the Indoor Sporting Complex.

14. The Association shall repay the Loan of \$200,000 made to it by the Council in November, 2000 by three equal instalments twelve monthly in arrears from the date of completion of the project and otherwise as provided by the original loan agreement.

SIGNED SEALED AND DELIVERED BY THE SAID PARTIES

WALGETT SHIRE COUNCIL

LIGHTNING RIDGE OLYMPIC POOL ASSOCIATION INC.

## Minutes of Meeting

21 June 2006 at 10.00am at Lightning Ridge Bowling Club

### Present:

Hugh Percy – Administrator Walgett Shire Council  
Stephen McLean – General Manager Walgett Shire Council  
Kaye Stone – Reserve Trust Secretary Management Committee  
Christine Roussee – Lightning Ridge Olympic Pool Committee  
Trudy Mallouk – Lightning Ridge Olympic Pool Committee  
Sharon Mahoney – Lightning Ridge Olympic Pool Committee  
Lily Mallouk – Lightning Ridge Olympic Pool Committee  
Ian Woodcock – Lightning Ridge Olympic Pool Committee  
Corinne Sheilds – Department of Natural Resources  
Andrew Bell – Department of Natural Resources

### Discussed:

Andrew Bell explained the Departments policies in regards tot the management of Crown Land, the assets on the land and the need for a lease agreement arrangement for organisation occupying the reserve.

The Department would be happy to approve a lease to the Lightning Ridge Olympic Pool Association for the theme park and pool and a licence for the diving complex until the complex is completed. On completion of the diving complex the department would convert the licence to a lease.

In regards to the Sporting Complex including the gym the department put forward that due the lack of use for the Sporting Complex to put it out to tendered with an aim to increase use of the facility.

The Lightning Ridge Olympic Pool Association (LROPA) explained that the income received from the sporting complex was used to complete and maintain the diving pool complex, Olympic Pool and Theme Park.

The Department put forward the idea that the LROPA could become reserve trust managers of the Lightning Ridge Public Baths Reserve. They went on to explain this would mean that they would answer directly to the department cutting out the 'middle man' being Council.

This would eliminate the need for the LROPA to go into a lease with the Council although a subsidy agreement would still be required for the annual subsidy payment from Council.

### Resolved:

That the LROPA consult with their president Richard Mallouk and get back to the Department on whether they would like to become Reserve Trust Managers.

That Council write to the department relinquishing the Management of the reserve on the condition that the LROPA take up the management of the reserve.

That Council make an up front payment of \$202,000.00 on the 28 July 2006 for the subsidy agreement for the 2006-2007 financial year.

That a subsidy agreement be set up in time for the next financial year 2007-2008 included with that agreement that Council set a side money for any repairs and maintenance over \$2,500.00. All invoices over the \$2,500.00 be sent into Council for payment.

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 7

**Subject:** Smoke Alarms, Signage, Fire Safety in Administration Building –  
77 Fox Street, Walgett

**Author:** David Callander – Occupational Health and Safety Coordinator

**File No:**

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**Summary:**

The Administration Building, 77 Fox Street, Walgett, is the centre for all Walgett Shire Council's administration process'. At present there are no smoke alarms installed, there is no signage to indicate emergency exits to be used in the event of an evacuation and generally minimal fire safety equipment.

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

The Occupational Health and Safety Act 2000, Part 2, Division 1 General Duties, Duties of Employers states that:

1. An employer must ensure the health, safety and welfare at work of all employees of the employer.
2. An employer must ensure that people (other than employees of the employer) are not exposed to risks to their health or safety arising from the conduct of the employer's undertaking while they are at the employer's place of work.

Penalties for non – compliance against this Division.

A person who contravenes, whether by act or omission, a provision of this Division is guilty of an offence against that provision and is liable to the following maximum penalty:

- (a) in the case of a corporation (being a previous offender) – 7,500 penalty units, or
- (b) in the case of a corporation (not being a previous offender) – 5,000 penalty units.

The value of one penalty point is \$110.00

The Building Code of Australia (BCA 2005) lists the requirements for emergency lighting and smoke detectors.

## SHIRE OF WALGETT –AGENDA

When the building was first erected, in 1964, the building mostly complied with Ordinance 70 which did not require smoke detection or alarms. In 1990 the Building Code Australia was released. All new buildings are required to comply with the new code. Existing buildings were not required to upgrade to the new regulations except in the areas of Health and Fire Safety.

The administration building has not been upgraded to meet the BCA Fire Safety requirements.

The Administration Building is a 'class 5' building.

BCA SPEC E2.2A indicates the type of smoke detection and alarm system that is required for a class 5 building.

BCA SPEC E4.2 indicates the type of emergency lighting requirements for a class 5 building.

The Environmental Planning and Assessment Regulation 2000, clause 166, Statutory Fire Safety Measures, lists items that are required and should be checked. Emergency lighting, exit signs, smoke alarms and heat alarms, smoke detectors and heat detectors are identified.

A Building Code of Australia Compliance report has been completed and essential Fire Safety Measures have been identified as:

- Fire Hydrants
- Fire hose reels
- Exit signs and directional signs
- Emergency lighting
- Smoke detection and alarm system
- Required exit doors.

An OH&S Audit was carried out in November 2004. Recommendations from that report included:

- Display designated exit routes and install exit signs.

This has not yet been done and has been included as a part of a quote from Firetalk Pty Ltd.

Representatives from Firetalk Pty Ltd, Tamworth, conducted an inspection of the building and as a result of their findings submitted a quote (as attached) to install what is required as per the building code BCA Spec E2.2A and AS 1670.

**Relevant Reference Documents:**

- Occupational Health and Safety Act 2000
- BCA 2005 Building Code of Australia
- Quote Firetalk Pty Ltd Fire Protection
- Australian Standards AS1670.1 – 2004
- WSC OHS Audit 2004 document
- Environmental Planning and Assessment Regulation 2000

**Stakeholders:**

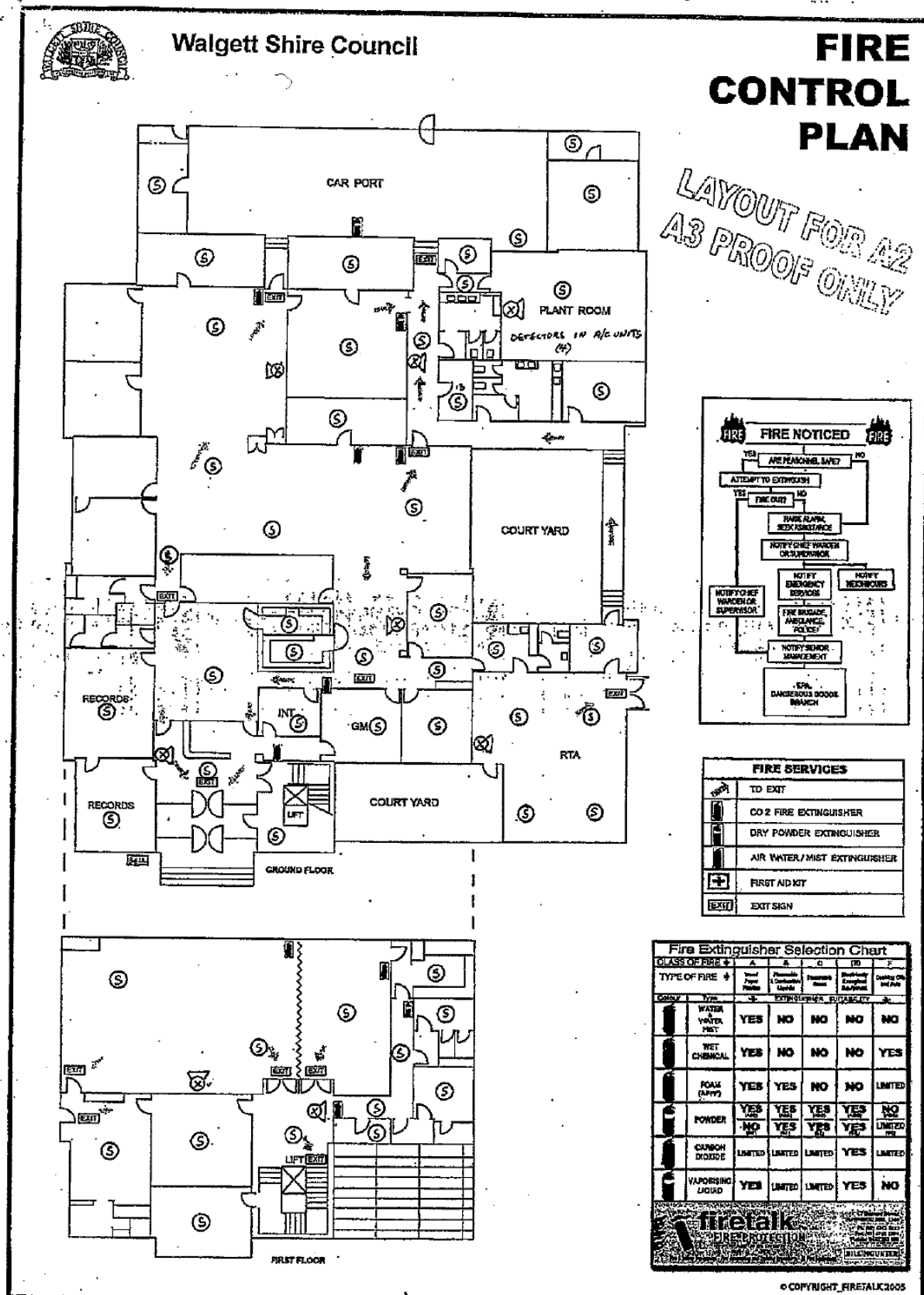
- Walgett Shire Council
- Firetalk Pty Ltd

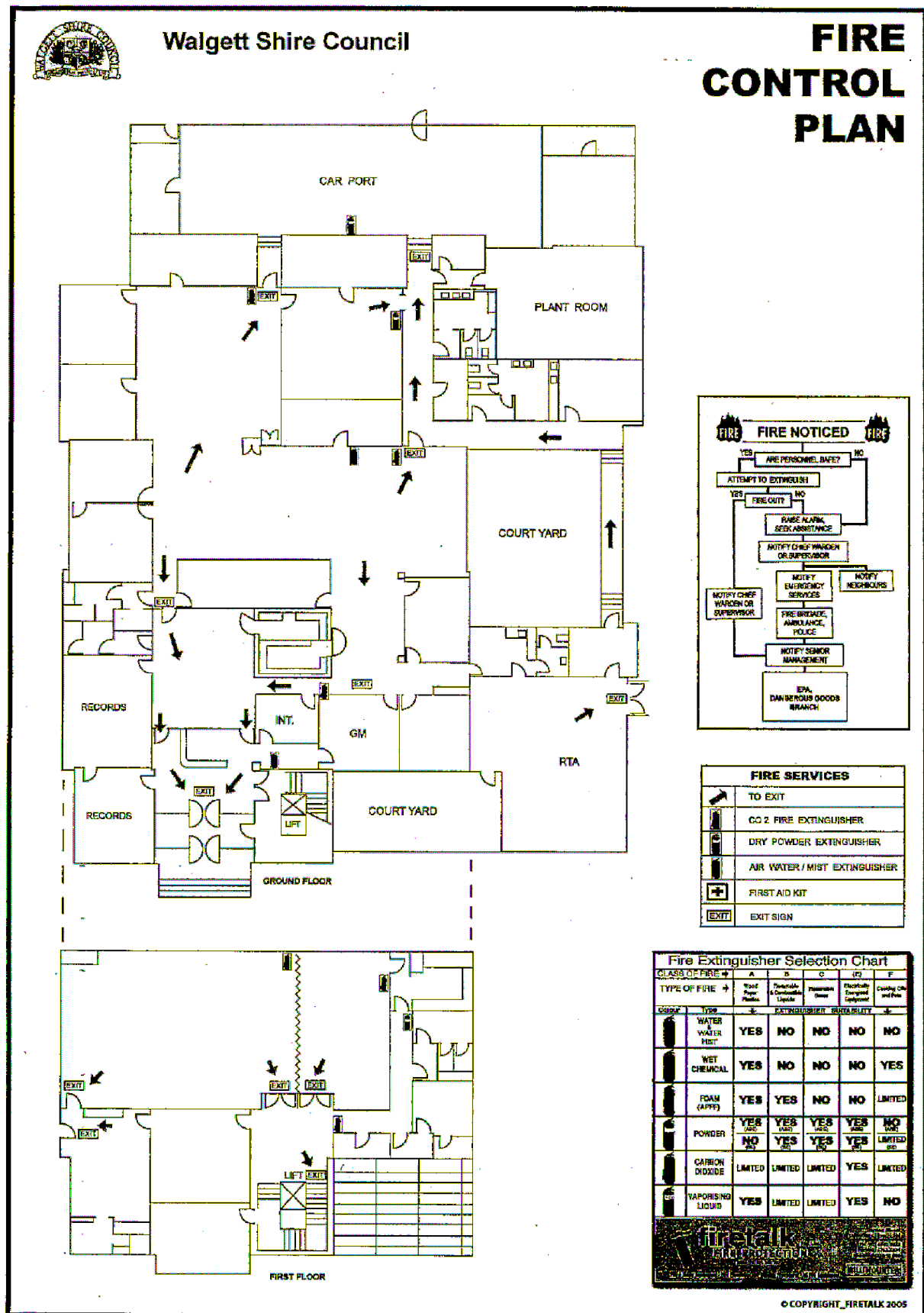
**Financial Implications:**

A quote from Firetalk Pty Ltd for Fire Panel Automatic Fire Detection and Alarm System for \$31,200.20 (including GST). This has not been provided for in the Management Plan 2006/07 but \$50,000 is available in a Contingency Account, Expenditure-Manager Corporate Services.

**Recommendations:**

1. **That Council accept the quote from Firetalk Pty Ltd for \$31,200.20 (including GST) for Fire Panel Automatic Fire Detection and Alarm System.**
2. **That the above costs for work performed by Firetalk P/L for \$31,200.20 be paid from Contingency Account.**







**MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING  
17 AUGUST 2006**
**Item No:** 8

**Subject:** Report on Rates – 31 July 2006

**Author:** Katie Hook – Rates Clerk

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

**REPORT ON RATES - 31 July 2006**

	<b>Jul-05</b>	<b>Jul-06</b>
Arrears as at 30 June	1,395,484.94	1,618,773.48
Adjusted Levy	5,611,524.67	6,166,535.54
Interest	4,633.08	8,231.46
Payments	(86,402.37)	(57,604.61)
Adjustments	(4,697.38)	(24,709.65)
Discount	(983.30)	(165.95)
Legal Fees	132.60	0.00
Total Outstanding	\$ <u>6,919,692.24</u>	<u>7,711,060.27</u>

**COMPARISON WITH 2005/2006**

	<b>Jul-05</b>	<b>Jul-06</b>
Current	5,550,908.69	6,141,910.42
Arrears	1,018,034.39	1,206,100.59
Interest	284,417.08	310,442.62
Legals	66,332.08	52,606.64
Total Outstanding	\$ <u>6,919,692.24</u>	<u>7,711,060.27</u>

**Total YTD Collected**

	<b>Jul-05</b>	<b>Jul-06</b>
Collected YTD % of Arrears and Levy	1%	1%
Collected YTD % of Levy	2%	1%

**Recommendation:**
**That the Report on Rates as at 31 July 2006 be received.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 9

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

**Author:** Katie Hook – Rates Clerk

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

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**Summary:**

This report recommends that Council write of the balance of rates of properties sold under Section 713 and authorise the General Manager to enter into negotiations for the sale of land by private treaty.

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

The sale of land for unpaid rates under Section 713 of the Local Government Act took place on the 1 April 2006 by public auction as a result of Council's resolution at the December 2005 meeting.

Originally Council had 35 properties listed for sale, being total rates outstanding at that time of \$399,723.69. 21 properties were withdrawn, two of which paid the outstanding rates. At that stage 14 properties were listed for sale that had rates outstanding of \$73,541.33.

**Result of the Sale**

On the sale date 14 properties were listed for sale and as a result 14 properties were sold for a total of \$31,800. Subsequent to the sale eight properties purchased by the same party did not meet the requirements of sale and the deposit was forfeited. The eight properties outstanding rates amounted to \$37,018.57 and sold for \$14,000. A total of \$17,800 was obtained from the sale of the other 6 properties.

**Private Treaty**

Under Section 716(2) of the Local Government Act land that fails to sell at public auction may be sold by private treaty. At the time of writing this report the eight properties have not been advertised for sale.

### **How Purchase Money is Applied**

Under Section 718 of the Local Government Act *“the Council must apply any purchase money received by it on the sale of land for unpaid rates and charges ... in the following order:*

- a) firstly, the expenses of the Council incurred in connection with the sale;*
- b) secondly, any rate or charge in respect of the land due to the Council...”*

The expenses of the sale are as follows:-

Searches – Certificate of Title	\$476.00
Advertising	\$1869.00
Government Gazette	\$1925.00
Solicitors Fees	\$7000.00
Section 603 and Section 149 certificates	\$1800.00

Overall Result of Sale:

24.2% of the total outstanding debt was received via the sale.

### **Write-Off of Outstanding Rates**

Section 719 of the Local Government Act states *“If the purchase money is insufficient to satisfy all rates and charges...b) the rates, charges and debts are taken to be fully satisfied”*

### **Relevant Reference Documents:**

- Local Government Act 1993
- NSW Government Gazette No. 164

### **Stakeholders:**

- Walgett Shire Council
- Walgett Shire Ratepayers

### **Financial Implications:**

- Council will be affected by a deficit of \$154,818 in the 2007/2008 rating year. The varied notional general income for 2007/2008 will be reduced by this amount as a consequence.

**Recommendations:**

- 1. That Council write off the balance of rates in accordance with Section 719 of the Local Government Act that the rates be taken as “fully satisfied”, being an amount of \$39,601.49.**
- 2. That Council authorise the General Manager to advertise the unsold properties for sale and enter into negotiations for the sale by private treaty.**
- 3. That authority be given to affix the Seal to relevant documents.**

<b>MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
--

**Item No:** 10

**Subject:** Section 356 – Donations and Requests for Financial Assistance

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

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

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**Summary:**

This report provides a summary of the Community Assistance Scheme Applications for the 2006/2007 financial year.

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

Council's Community Assistance Scheme was advertised and submissions were accepted up until close of business on Monday, 31 July 2006.

A number of applications have been received from community organisations, for financial assistance, under Council's Community Assistance Scheme.

A detailed report will be prepared for the Administrator's determination at the September 2006 Council Meeting.

**Stakeholders:**

- Walgett Shire Council
- Various community organisations

**Financial Implications:**

A budget amount of \$15,000.00 has been provided for Section 356 Donations in the 2006/2007 Management Plan.

**Recommendations:**

1. **That Council note that applications under Council's Community Assistance Scheme closed on Monday, 31 July 2006.**
2. **That a report will be provided to the September 2006 Council Meeting advising applications received under Council's Community Assistance Scheme and for the Administrator's determination.**

**MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL  
MEETING 17 AUGUST 2006**

**Item No:** 11

**Subject:** Development Application 2006020 – Walgett Shire Council

**Author:** Janet Babic – Town Planner

**File No:** DA 2006020

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**Summary:**

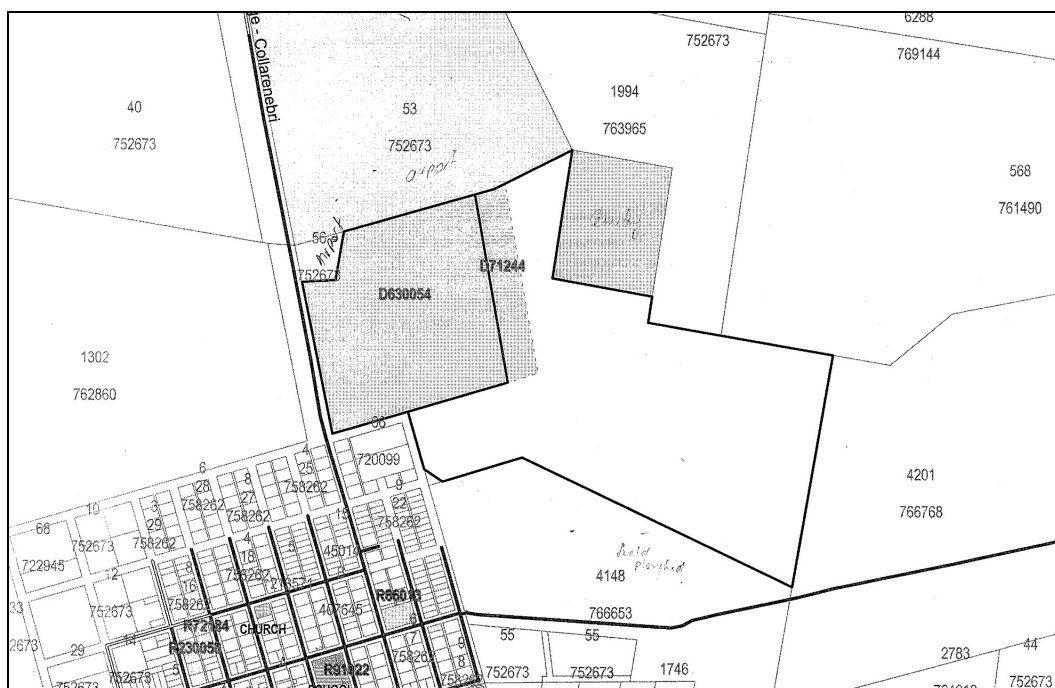
A Development Application has been lodged on behalf of Walgett Shire Council to subdivide land at Collarenebri to create a separate title for Council's sewer effluent pond. This report recommends that the application be approved.

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

Development Application 2006020 has been lodged by Kaye Stone, Council's Assets Officer, on behalf of Walgett Shire Council. The land involved is part of Crown Reserves D630054 and D71244 which are the location of effluent ponds and the Collarenebri Race Track. The proposal involves:

1. Creating two lots, one of about 3.487 hectares for the sewer effluent pond and one of about 38.19 hectares for part of the Collarenebri Race Track.

The land to be subdivided is located north east of Travelling Stock Route (TSR) 17747 and south of the Collarenebri Aerodrome.





## SHIRE OF WALGETT –AGENDA

Not applicable.

### **79C(1)(a)(iv) The regulations.**

Section 92 and 92A of the Environmental Planning and Assessment Regulation 2000 prescribe additional matters for consideration (see comments below).

### **79C (1)(b) Likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.**

Current land uses on surrounding lots are: Collarenebri Aerodrome is located to the north, Travelling Stock Route (TSR) 17747 to the east and south and agriculture to the west.

Accordingly the subdivision is unlikely to have a significant impact on natural or built environments.

### **79C (1)(c) Suitability of the site for the development.**

**FLOODING:** There is some potential for inundation by flood waters.has only been sought for the subdivision at this stage, not for any potential development.

**ENVIRONMENT:** No flora, fauna or archaeological data has been supplied with the Development Application and consent has only been sought for the subdivision at this stage.

**OVERALL:** There are no apparent environmental factors that make the site unsuitable for subdivision.

### **79C (1)(d) Submissions made in accordance with the Act or the regulations.**

Not applicable. Under the Environmental Planning and Assessment Act 1979 the proposal is local development with no opportunity for submissions under the act or regulations (as opposed to designated or advertised development).

### **79C (1)(e) The public interest.**

No objections were received at the time of completing this report.

Given that the proposed development is permissible with development consent, is for legal title of an important community service and is compatible with surrounding developments, approval of the proposal appears to be in the public interest.

The following matters must also be considered by Council in accordance with Sections 92 and 92A of the Environmental Planning and Assessment Regulation 2000 when making a decision on any Development Application.

### **92 (1) (a) Coastal areas.**

Not Applicable.

### **92 (1) (b) Demolition.**

Not Applicable, no demolition work is proposed.

### **92A Preliminary planning.**

Not applicable.



**Relevant Reference Documents:**

- Development Application file 2006020
- Environmental Planning and Assessment Act 1979.
- Interim Development Order No. 1 – Shire of Walgett 1968.

**Stakeholders:**

- Walgett Shire Council
- Department of Natural Resources (land owner).

**Recommendation:**

**That Development Application 2006020 be approved subject to the following conditions of consent:**

**PRESCRIBED CONDITIONS OF DEVELOPMENT CONSENT**

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

**SPECIAL CONDITIONS SET BY COUNCIL**

**GENERAL**

**Gen 010.**

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

*Reason: To avoid breaching the requirements of any covenant.*

**SUBDIVISION**

**Sub 010.**

That two lots are created by the subdivision of Reserves D630054 and D71244, one lot being about 3.487 hectares and the other lot being about 38.19 hectares.

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

**Sub 020.**

A surveyor's plan must be submitted to Walgett Shire Council prior to the expiry date of this development consent so that the subdivision certificate on the plan can be signed by an authorised officer.

*Reason: The subdivision cannot be registered with the Land Titles Office, and be finalised, until the subdivision certificate on the surveyors plan is signed by an authorised officer of Walgett Shire Council.*

**APPROVED PLANS**

**Pln 010.**

The development shall be implemented in accordance with:

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

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

<b>MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
--

**Item No:** 12

**Subject:** Development Application 2006022 – Walgett Shire Council

**Author:** Janet Babic – Town Planner

**File No:** DA 2006022

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**Summary:**

A Development Application has been lodged by Walgett Shire Council to subdivide a part of Section 3, Hare Street, Carinda. This report recommends that the application be approved.

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

Development Application 200622 has been lodged by Walgett Shire Council to subdivide the Police Station Reserve in Carinda so that the Police station and State Emergency Services depot will be located on separate titles. The proposal involves:

1. The Police Station Reserve which has an area of about 10,116 square metres.
2. Creating two lots, one of about 1,274m<sup>2</sup> for the SES depot and another of about 8,842m<sup>2</sup> for the Police station.

The land is located in Hare Street, Carinda as shown in the diagram below:



**Figure – Land proposed to be subdivided (shown by thick broken line).**

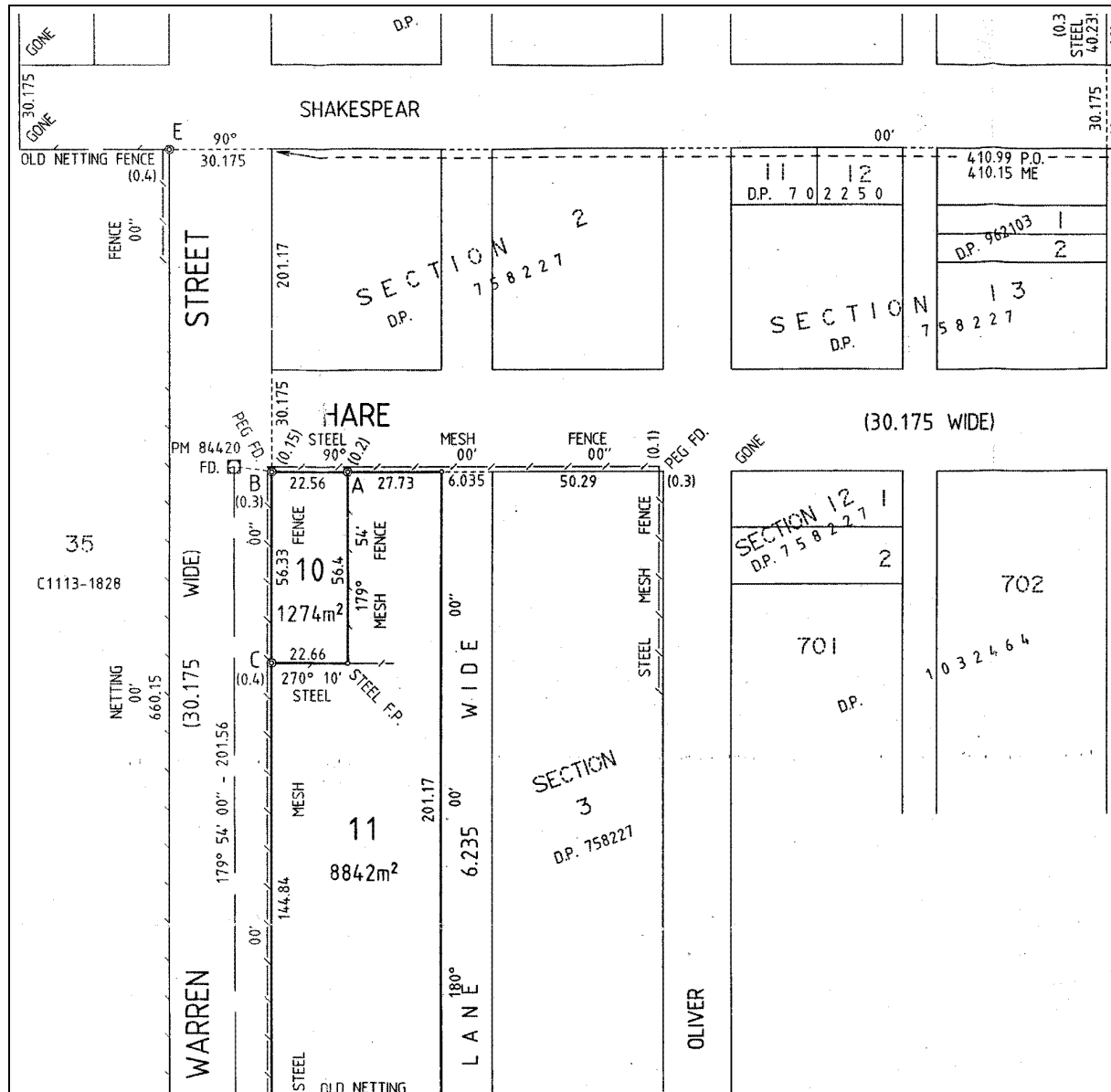


Figure – Lots proposed to be created (numbered 10 & 11).

**Statutory matters for consideration:**

**79C (1)(a)(i) Provisions of any environmental planning instrument.**

The only relevant environmental planning instrument is the Interim Development Order No. 1 – Shire Of Walgett 1968 (IDO). Under that order the land is located within a “2. Village or Township” zone and development consent is required from Council to permit the development to proceed.

**79C (1)(a)(ii) Provisions of any draft environmental planning instrument that is or has been placed on public exhibition.**

Not applicable.

**79C (1)(a)(iii) Any development control plan.**

Walgett Shire Council does not have any relevant Development Control Plans (DCPs), however it does have a “Land Subdivision Code for Urban Areas” adopted on 2<sup>nd</sup> September 1991. This code is expected to be used as the basis for any future DCP requirements addressing subdivision matters.

Under the I.D.O. the land is zoned “2 Village or Township” and predominant land uses in the surrounding area are residential.

Minimum requirements for the subdivision of land that is residential in character are dealt with under Clause 2.3 of the “Walgett Shire Council Land Subdivision Code – Urban Areas”. It states that such lots should have a minimum area of 1,000m<sup>2</sup> and a minimum street frontage of 20m.

The proposed lots will be 1274m<sup>2</sup> and 8842m<sup>2</sup> in area and both will have more than 20m of street frontage. Therefore the proposal satisfies the requirements of the code.

**79C(1)(a)(iiia) Any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F**

Not applicable.

**79C(1)(a)(iv) The Regulations.**

Section 92 and 92A of the Environmental Planning and Assessment Regulation 2000 prescribe additional matters for consideration (see comments below).

**79C (1)(b) Likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.**

Current land uses on surrounding lots are: residential to the north, vacant land to the south, east and west. Subdivision of the land is unlikely to have significant impacts on the natural or built environments.

**79C (1)(c) Suitability of the site for the development.**

**FLOODING:** There is a possible risk of inundation by flood waters.

**OVERALL:** Given that the land is part of the Carinda urban area, there are no apparent factors that make the site unsuitable for subdivision.

**79C (1)(d) Submissions made in accordance with the Act or the Regulation.**

Not applicable. Under the Environmental Planning and Assessment Act 1979 the proposal is local development with no opportunity for submissions under the act or Regulation (as opposed to designated or advertised development).

**79C (1)(e) The public interest.**

No objections were received at the time of completing this report (9 Aug 2006).

## SHIRE OF WALGETT –AGENDA

The following matters must also be considered by Council in accordance with Sections 92 and 92A of the Environmental Planning and Assessment Regulation 2000 when making a decision on any Development Application.

**92 (1) (a) Coastal areas.**

Not Applicable.

**92 (1) (b) Demolition.**

Not Applicable, no demolition work is proposed.

**92A Preliminary planning.**

Not applicable.

### Relevant Reference Documents:

- Development Application file 2006022
- Environmental Planning and Assessment Act 1979.
- Interim Development Order No. 1 – Shire of Walgett 1968.
- Walgett Shire Council's Land Subdivision Code for Urban Areas adopted on 2 September 1991.

### Stakeholders:

- Walgett Shire Council
- Crown Lands (land owner).

### Recommendation:

**That Development Application 2006022 is approved subject to the following conditions of consent:**

#### **PRESCRIBED CONDITIONS OF DEVELOPMENT CONSENT**

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

#### **SPECIAL CONDITIONS SET BY COUNCIL**

##### **GENERAL**

##### **Gen 010.**

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

*Reason: To avoid breaching the requirements of any covenant.*

## **SHIRE OF WALGETT –AGENDA**

### **SUBDIVISION**

#### **Sub 010.**

That two lots are created by the subdivision of Section 3 DP 758227, Hare Street, Carinda, one of about 1274m<sup>2</sup> and one of about 8842m<sup>2</sup>.

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

#### **Sub 020.**

A surveyor's plan must be submitted to Walgett Shire Council prior to the expiry date of this development consent so that the subdivision certificate on the plan can be signed by an authorised officer.

Reason: The subdivision cannot be registered with the Land Titles Office, and be finalised, until the subdivision certificate on the surveyors plan is signed by an authorised officer of Walgett Shire Council.

### **APPROVED PLANS**

#### **Pln 010.**

The development shall be implemented in accordance with:

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

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



<b>MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
--

**Item No:** 13

**Subject:** Development Application 2006023 – Namoi Cotton Co-Op Ltd

**Author:** Janet Babic – Town Planner and  
Matthew Goodwin – Manager Planning and Regulations

**File No:** DA 2006023

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**Summary:**

Namoi Cotton Co-op Ltd has lodged a Development Application to subdivide Lot 612 in DP 746861 at Merrywinebone into two lots.

**Background:**

Development Application 2006023 has been lodged by Namoi Cotton Co-op Ltd to subdivide Lot 612 in DP 746861 at Merrywinebone. It is proposed that the subdivision will occur in the following context:

1. The land is currently used for the Moomin cotton gin, cotton module storage and a seed storage shed.
2. The total area of the existing lot is about 165.02 hectares.
3. It is proposed to create two lots, one of about 163.2 hectares and one of about 1.82 hectares.
4. No change of use has been proposed, the created lots will continue to be used for the gin, module storage and the seed shed. The subdivision will place the seed storage shed on a separate lot.

## SHIRE OF WALGETT –AGENDA

Diagrams of the existing and proposed lots are included below.

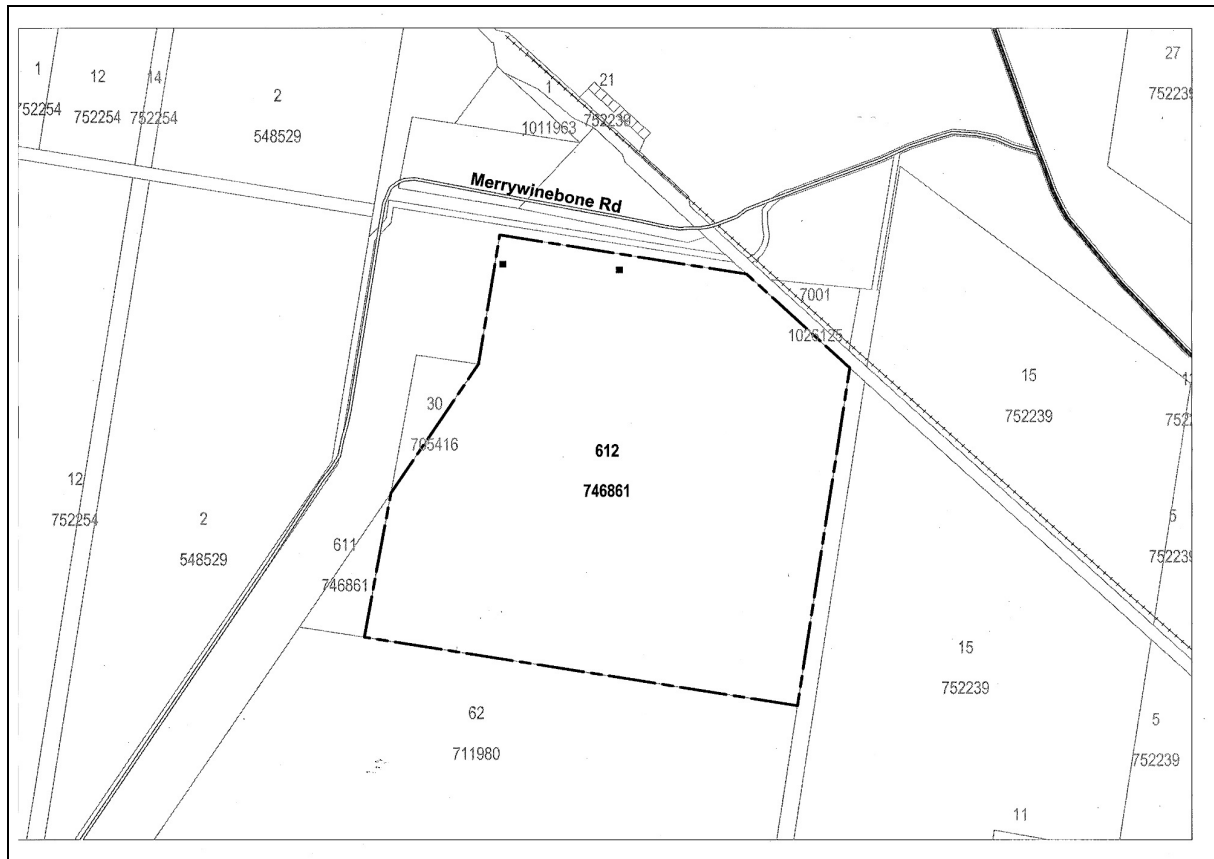


Figure – Existing Lot (boundary shown by a thick broken line).

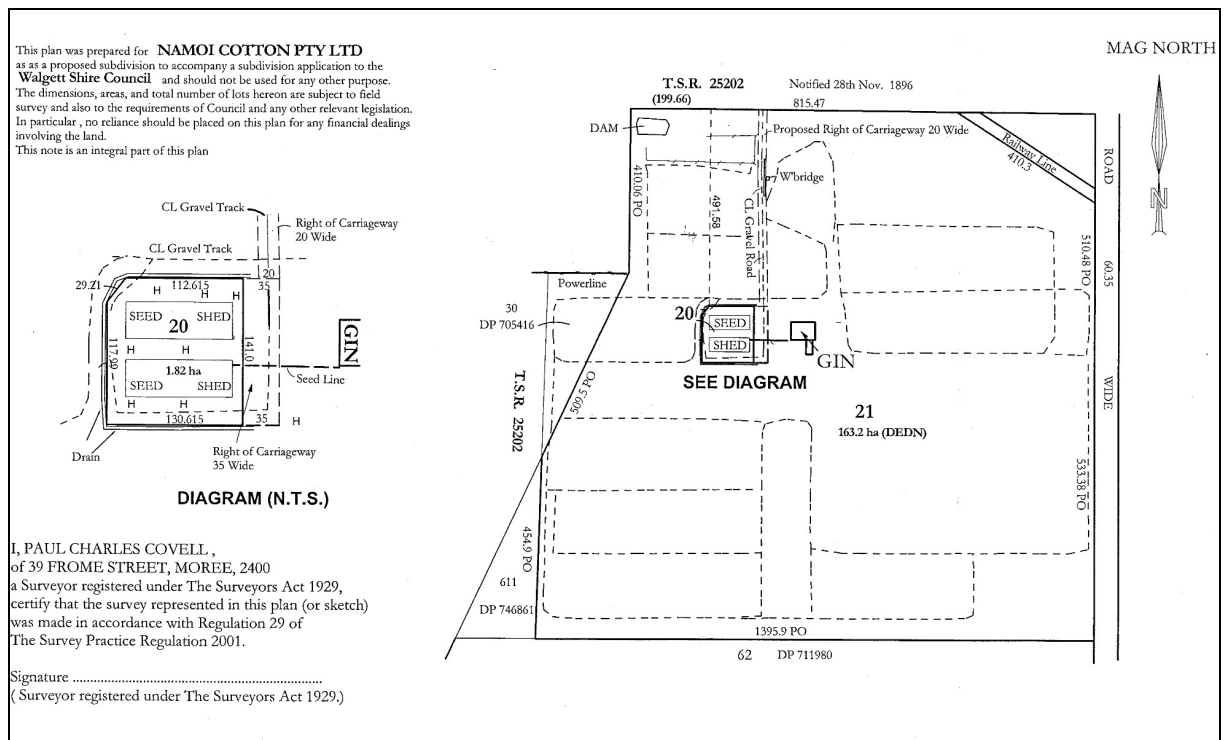


Figure – Proposed lots (bordered by thick lines).

**Statutory matters for consideration:**

**79C (1)(a)(i) Provisions of any environmental planning instrument.**

The only relevant environmental planning instruments are the Interim Development Order No. 1 – Shire Of Walgett 1968 (IDO) and State Environmental Planning Policy No. 1 - Development Standards. (SEPP 1).

Under the IDO the land is located within “Non-urban 1a” zone. Development consent is required to permit the subdivision. However Clause 11 of the I.D.O. restricts the circumstances in which land can be subdivided. Sub-clause 4 (c) requires “*the frontage of such allotments to a main road is not less than 200 metres*”. The proposed 1.82 hectare lot will not have frontage to a main road. In this context the proposed subdivision does not meet the development standards imposed by the IDO.

A written objection to the imposition of this development standard has been submitted with the Development Application. Under Clause 7 of SEPP 1, “*Where the consent authority is satisfied that the objection is well founded and is also of the opinion that granting of consent to that development application is consistent with the aims of this Policy as set out in clause 3, it may, with the concurrence of the Director, grant consent to that development application notwithstanding the development standard the subject of the objection referred to in clause 6*”. Council has delegation from the Director of the Dept of Planning, to assume the concurrence of the Director under the circumstances as detailed under point 12 of Dept of Planning Circular B1.

There is no proposal to change the existing uses of the land and a 20 metre wide Right of Way will be created over the 163.2 hectare lot (cotton gin) for the benefit of the 1.82 hectare (seed shed) lot to ensure ongoing access. In this context it does not appear to be unreasonable to permit a deviation from the ‘200 metre frontage to a main road’ development standard imposed by the IDO.

**79C (1)(a)(ii) Provisions of any draft environmental planning instrument that is or has been placed on public exhibition.**

Not applicable.

**79C (1)(a)(iii) Any development control plan.**

Not applicable.

**79C(1)(a)(iiia) Any planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F**

Not applicable.

**79C(1)(a)(iv) The regulations.**

Section 92 and 92A of the Environmental Planning and Assessment Regulation 2000 prescribe additional matters for consideration (see comments below).

**79C (1)(b) Likely impacts of the development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality.**

Current land use on surrounding lots is predominantly agriculture. The proposed lots will continue to be used for a cotton gin and seed storage shed, so it is not expected that the proposal will have a significant impact on the natural or built environments.

**79C (1)(c) Suitability of the site for the development.**

**PUBLIC ROAD ACCESS:** The existing lot has frontage access to the Merrywinebone Road, however the created 1.82 hectare lot will not have direct frontage to a main road. To address this issue the applicant has proposed that a 20 metre wide Right of Way be created over the 163.2 hectare lot that benefits the 1.82 hectare lot. No increase in vehicle movements to and from the site are proposed. In this context a created 20 metre Right of Way appears to be adequate for access to the 1.82 hectare lot.

**FLOODING:** Although the land is located on a flood plain, no change in use of the land has been proposed.

**OVERALL:** There are no known environmental or other factors that make the site unsuitable for the proposed subdivision.

**79C (1)(d) Submissions made in accordance with the Act or the regulations.**

Not applicable. Under the Environmental Planning and Assessment Act 1979 the proposal is local development with no opportunity for submissions under the act or regulations (as opposed to designated or advertised development).

**79C (1)(e) The public interest.**

No objections from adjoining owners were received.

Given that the proposed development is permissible with development consent, and essentially involves continued agricultural development within a non-urban zone, approval of the proposal appears to be in the public interest.

The following matters must also be considered by Council in accordance with Sections 92 and 92A of the Environmental Planning and Assessment Regulation 2000 when making a decision on any Development Application.

**92 (1) (a) Coastal areas.**

Not Applicable.

**92 (1) (b) Demolition.**

Not Applicable, no demolition work is proposed at this time.

**92A Preliminary planning.**

Not applicable.

**Relevant Reference Documents:**

- Development Application file 2006023
- Environmental Planning and Assessment Act 1979.
- State Environmental Planning Policy No. 1 – Planning Standards
- Interim Development Order No. 1 – Shire of Walgett 1968.

**Stakeholders:**

- Namoi Cotton Co-op Ltd.

**Recommendation:**

**That Walgett Shire Council accept the Development Application 2006023 be approved subject to the following conditions of consent:**

**PRESCRIBED CONDITIONS OF DEVELOPMENT CONSENT**

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

**SPECIAL CONDITIONS SET BY COUNCIL**

**Approved plans**

**Pln 010.**

The development shall be implemented in accordance with:

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

except as amended by the conditions of this development consent.

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

**Sub 010.**

That two lots are created by the subdivision of subdivision of Lot 612 in DP 746861. The created lots are to be about 163.2 hectares and about 1.82 hectares.

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

**Sub 011.**

That a Right of Way is created over the 163.2 hectare lot for the benefit of the 1.82 hectare lot in accordance with the documentation submitted with the Development Application.

*REASON: To ensure that the created 1.82 hectare allotment has ongoing legal access to a main road.*

**Sub 020.**

A surveyor's plan must be submitted to Walgett Shire Council prior to the expiry date of this development consent so that the subdivision certificate on the plan can be signed by an authorised officer.

*REASON: The subdivision cannot be registered with the Land Titles Office, and be finalised, until the subdivision certificate on the surveyors plan is signed by an authorised officer of Walgett Shire Council.*

**MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL  
MEETING 17 AUGUST 2006**

**Item No:** 14

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

**Author:** Matthew Goodwin – Manager Planning and Regulations

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

**Summary:**

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

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

The following tables provide a summary of Development (DA) and Complying Development Certificate (CDC) applications dealt with under delegated authority by the Manager Planning and Regulation and General Manager during July 2006.

DA	DEVELOPMENT	DECISION	DATE	LAND (lot/sec/DP)	LOCATION	ZONING
2006017	Erect shed and carport	Approved	11-Jul-2006	15//263545	Walgett	Village
2006019	Extend telecommunications tower	Approved	21-Jul-2006	71//752655	Walgett	Non Urban

CDC	DEVELOPMENT	DECISION	DATE	LAND (lot/sec/DP)	LOCATION	ZONING
2006023	Patio extension & front verandah	Approved	3-Jul-06	22//39545	Lightning Ridge	2. Village
2006024	Steel building over existing building	Approved	3-Jul-06	1/27/758612	Lightning Ridge	2. Village
2006025	Front fence	Approved	3-Jul-06	3//507646	Walgett	2. Village

**Relevant Reference Documents:**

- Respective Development Application and Complying Development Certificate files.

**Stakeholders:**

- Public and applicants

**Financial Implications:**

Nil

**Recommendation:**

**That Walgett Shire Council resolve to note the Development and Complying Development Certificate applications dealt with under delegated authority by the Manager Planning and Regulation and General Manager during July 2006.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 15

**Subject:** Walgett Waste Depot – Connection of Power

**Author:** Barry Maher – Works Engineer

**File No:** 230/01/00/00

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**Summary:**

This report contains a recommendation that a quote from Country Energy be accepted to connect three phase power to the Walgett waste depot site. Provision for this work was originally made in 2005/06, however delays beyond Council's control has seen the work unable to be completed before now.

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

The Walgett Waste Depot does not have access to power at present. This has substantial security and Health and Safety consequences and effects the efficient operation of the facility. The connection of three phase power supply to the depot will increase efficiency by:

1. Providing cooling and heating for on site staff. At present, staffing of this facility is required for a minimum of 6 hours per day.
2. Allow refrigeration for operational staff items.
3. Allow efficiencies in recycling activities which will help decrease waste to landfill quantities in the long term and allow a cleaner and better managed facility.
4. Allow the provision of night security. Last year there were a total of five fires and thirteen burglaries on site. The fires destroyed recycling material valued at \$8,000 and the cost to plant damage was \$15,000.

Country Energy has supplied a quote to undertake the provision of a three phase power (25 kVA at 24.9 amp) to the Walgett Waste Depot site (Lot 106 DP750291) for the sum of \$35,626 (including GST).

**Relevant Reference Documents:**

- Quote from Country Energy

**Stakeholders:**

- Country Energy
- Walgett Shire Council
- Walgett Waste Depot Contractor



**Financial Implications:**

The installation of power to the Depot was provided for in the 2005/06 Management Plan. This work was not performed. The works will be added to the Capital works – Domestic Waste Management for 2006/07 and capitalised.

**Recommendation:**

- 1. That Council accept the quote from Country Energy to undertake the provision of three phase power (25 kVA at 34.9 amp) to Walgett Waste Depot site (Lot 106 DP750291) for the sum of \$35,626.00 (including GST).**
- 2. That expenditure be paid from Expenditure - Domestic Waste Projects and capitalised 2006/07.**

File No.: 528288

16TH February 2006

The Manager  
Walgett Shire Council  
PO BOX 31  
Walgett 2832

Dear Sir/Madam

**RURAL OVERHEAD ELECTRICITY SUPPLY:**

Thank you for the opportunity to provide you with an Offer for an electricity supply at Lot 106 Dp 750291, Rubbish Tip Rd, Walgett.

Please find set out below and on the attached sheets, the details of our Offer.

**WORKS REQUIRED:**

The works we need to carry out to provide a three phase 25 kVA electricity supply at the above location are:

Erect three phase HV extension with 34.9amp supply

**QUOTATION FOR WORKS REQUIRED:**

Our quotation to design and construct the work above is: **\$35,626.00.**

This quote includes Network Fees and GST.

It is important to note that, in addition to the above quotation amount, a Reimbursement Scheme Payment is also applicable to this work.

This Reimbursement Scheme Payment is **\$0.00**

For more details on the Payment, please refer to the Conditions of Contract attached to this quotation.

In accordance with the Independent Pricing and Regulatory Tribunal Determinations relating to this work, you will be required to pay this amount if you wish the work to proceed. Details of the payment option offered and Network fees payable are shown on the *Acceptance of Offer* Form attached.

This Offer is valid for three (3) months from the date of this letter and the Offer will lapse if not accepted within that time. This Offer is subject to the Conditions detailed in our *Conditions of Contract*, a copy of which is attached.

To accept our Offer, please sign and return the *Acceptance of Offer* Form to the address shown on the Form.

[www.countryenergy.com.au](http://www.countryenergy.com.au)

ABN 37 428 185 226

Country Energy PO Box 718 Queanbeyan NSW 2620

Telephone 13 2356 Facsimile (02) 6214 9860

-- 1 --

File No.: 528288

When we have received your acceptance of our Offer, we will complete a detailed design and schedule the project for construction. There can be a considerable time needed to complete a detailed design and purchase some of the items needed for your project. Your early acceptance of our Offer is recommended to enable us to meet the requirements of your works program. Once your project has been scheduled for construction, we will be able to provide you with a start date for construction.

Should you require any further information on the above offer, please contact **Vernon Barrington** on telephone 132 356.

Yours faithfully

**Vernon Barrington**  
**Design Project Manager**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
---

**Item No:** 16

**Subject:** Wolseley House - Security

**Author:** Alan Nelson – Manager Engineering

**File No:** 005/10/01/48

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**Summary:**

This report recommends the installation of a combination of roller shutters and security screens to all exposed glass areas at the front, sides and rear of Wolseley House.

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

In recent times, Wolseley House, which accommodates both the Walgett Library and the Walgett Visitor Information Centre, has been targeted by vandals. A significant number of broken or damaged windows and glass doors have resulted. The cost of replacing broken glass is escalating to the point that the provision of some form of security screen is seen as a cost effective initiative.

A quote for the provision of 'crimsafe' security screens was obtained about twelve months ago but, at the time, was not proceeded with as the incidence of broken and damaged glass areas was relatively small.

Council has, for some time, been seeking the co-operation of business operators in Walgett in removing unsightly security grilles etc from their premises. By introducing security screens at Wolseley House, Council may be seen as acting in a contrary manner to what it is asking of others. 'Crimsafe' security screens are relatively attractive, as can be seen from similar installations already in place in Walgett at business locations including Walgett Garage and Centrelink. However, perhaps a better alternative to security screens at the front of the building would be roller shutters which can be taken up during the day.

Quotes have been obtained for the provision of roller shutters along the building frontage and security screens to glassed areas at the sides and rear. The cost to protect all glassed areas by these means is in the order of \$17,800. Being early in the financial year, this expense can be borne within the 'Properties Maintenance' vote, however it is stressed that a specific allowance for this work has not been made and savings may need to be made later in the year to compensate for this expenditure.

**Relevant Reference Documents:**

- Quote from Macquarie Valley Blinds and Awnings (not attached)

**Stakeholders:**

- Walgett Shire Council

**Financial Implications:**

The cost of this installation can be accommodated in the 2006/07 allocation for properties maintenance.

**Recommendation:**

**That the quote from Macquarie Valley Blinds and Awnings of Dubbo, in an amount of \$17,800, be accepted for the supply and installation of roller shutters and security screens to external glassed areas of Wolseley House.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
---

**Item No:** 17

**Subject:** Mission Road

**Author:** Alan Nelson – Manager Engineering

**File No:** 175/07/01/00

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**Summary:**

This report has been prepared to inform Council of the present position with respect to Mission Road.

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

The trafficked route, known locally as Mission Road is about eleven (11) kilometres long, starting at the Kamilaroi Highway west of Dangar Bridge and terminating at the Castlereagh Highway north of the Dick O'Brien Bridge. However, only about 1.5 kilometres of the route, at the Castlereagh Highway end, is actually a formal road. The balance has no legal status. In the past, this route has been used as a highway detour, when the Kamilaroi Highway is cut because of flooding in the Barwon River. It also tends to get used by grain harvest traffic accessing the Walgett silo from the western part of the Shire, thereby avoiding the need for these trucks to travel through the town of Walgett.

In February 2005, Council resolved as follows :

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

- Council seek discussions with the RTA, with a view to requesting that the RTA accept responsibility for most or all of the costs associated with formal opening of that part of 'Mission Road', which currently has no legal status or the formal closure of the short stretch of public road on that alignment.*
- In the event that this road gains public road status that the Council urgently seek to have such road sealed, though in particular the section immediately adjacent to Gingie Village."*

The Roads and Traffic Authority initially rejected Council's representations to formally open Mission Road in accordance with the above resolution. This rejection has subsequently been confirmed by the Minister for Roads.

The above resolution requires Council to seek the formal (legal) closure of the short section of public road at the north-eastern end of the trafficked route known as Mission Road. The Minister for Lands will almost certainly not agree to this closure, in the event that any objections are received.

## **SHIRE OF WALGETT –AGENDA**

Accordingly, to avoid unnecessary expenditure, letters have been sent to property owners who are most likely to be using this short length of public road, to determine their attitude to road closure. To date, no replies have been received.

A physical barrier, approximately at the end of the public road, should be considered in the event that the public road cannot be legally closed.

Mission Road has previously been considered, in a preliminary sense only, as a potential heavy vehicle bypass of Walgett. The 2006/07 Management Plan recognises that options for improving heavy vehicle passage through Walgett need to be considered to overcome present inadequacies. The last elected Council, prior to the period of administration, was opposed to the development of Mission Road as a heavy vehicle bypass, a position echoed by the Walgett and District Tourism Association. However, given the widespread recognition that heavy vehicle passage through Walgett is inadequate, the future development of Mission Road as a bypass should not be dismissed entirely, but rather be considered on its merits alongside other possibilities.

### **Relevant Reference Documents:**

- Letter from Minister for Roads
- Letter from Roads and Traffic Authority

### **Stakeholders:**

- Walgett Shire Council

### **Financial Implications:**

Not Applicable

### **Recommendation:**

1. **That Council note the refusal of the RTA and the Minister for Roads to accept any responsibility for costs which would be associated with the formal opening of Mission Road.**
2. **That a further report be submitted to Council before any action is taken to formally close that section of Mission Road which has legal status as a public road.**



Minister for Roads

M05/10382

The Hon K Hickey MP  
Minister for Local Government  
Level 19, Government Macquarie Tower  
1 Farrer Place  
SYDNEY NSW 2000

900Z NOV - 9

Dear Minister

*Kerry*

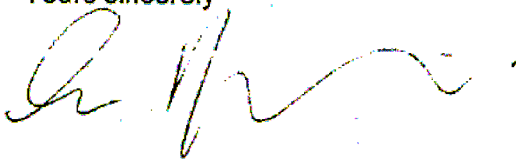
Thank you for your representations on behalf of Walgett Shire Council, regarding Mission Road, Walgett.

I am advised that investigations by the Roads and Traffic Authority (RTA) into the legal status of this road revealed that it is not a Public Road.

I am also advised that should Walgett Shire Council decide in the future that the road should be opened as a Public Road, it would be declared a Local Road and as a Local Road would be the responsibility of the Council.

Should Council require further information regarding this matter, the RTA's Regional Manager, Mr Lew Laing (telephone 6861 1444) would be pleased to assist.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Eric Roozendaal'.

**THE HON ERIC ROOZENDAAL MLC  
MINISTER FOR ROADS**

Level 30, Governor Macquarie Tower, 1 Farrer Place, Sydney NSW 2000  
Tel 9228 3535 Fax 9228 4469





The Hon. Kerry Hickey MP  
Minister for Local Government

05/1121

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

26 JUN 2006

Dear Mr McLean

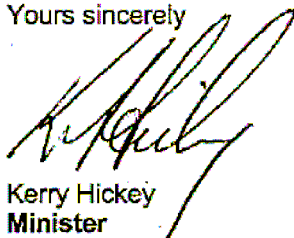
I refer previous correspondence dated 8 November 2005 concerning your request for my assistance in bringing Council's concerns about the status of Mission Road, Walgett to the attention of the Minister for Roads.

As you are aware I referred a copy of your correspondence to the former Minister for Roads, for his consideration. I am now in receipt of a response from the Minister for Roads on this matter and I enclose a copy of the Minister's reply for your convenience.

I trust that this information will be of assistance to you. I note that should you require any further information Mr Lew Laing from Roads and Traffic Authority (telephone 6861 1444) could assist you further.

Thank you for raising this matter with me.

Yours sincerely



Kerry Hickey  
Minister

Walgett Shire  
Council  
RECD

29 JUN 2006

FILE: 190/06/00/00

LETTER No: 7899

REFER: AEN

COPY:

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
---

**Item No:** 18

**Subject:** Purchase of Grader

**Author:** Alan Nelson – Manager Engineering

**File No:** 023/01/02/00

---

**Summary:**

Tenders have been called for the supply of one grader to Council and this report alerts Council to the fact that a late report, detailing tenders received, assessing these tenders and making a recommendation, will be presented prior to meeting date.

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

This late report will be presented to Council in Committee as it deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. Section 10A(2)(d)(i) of the Local Government Act 1993 allows Council to close a meeting in these circumstances.

Tenders have been called, closing on Friday 11 August 2006, for the supply and delivery to Walgett of one motor grader. This report has been written in advance of the closing of tenders, accordingly a late report will be presented including an assessment of tenders received and a recommended course of action.

The oldest of Council's five (5) graders has been offered as a trade in machine, as well as for outright sale in the event that a no trade acquisition is the preferred means of purchase.

The tender documents allow for the outright purchase of a machine by Council, however leasing and hire purchase options may also be offered by tenderers at their discretion.

**Relevant Reference Documents:**

- Tender advertisement

**Stakeholders:**

- Walgett Shire Council
- Tenderers

**Financial Implications:**

Council has provided funds in the current budget to finance the replacement of one grader.

**Recommendation:**

**That Council note the intention to submit a late report relating to the calling of tenders for the supply and delivery to Walgett of one motor grader.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
---

**Item No:** 19

**Subject:** Funding Submissions

**Author:** Alan Nelson – Manager Engineering

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

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**Summary:**

This report summarises the funding submissions that have been lodged by the engineering department in the 2005/06 period, together with the results, where known, of these funding submissions.

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

This report has been prepared in response to a resolution passed by Council at its July 2006 ordinary meeting.

In 2005/06 funding submissions were prepared and submitted for engineering related projects as follows :

Burren Junction Bore Baths – a successful application, seeking \$50,000, was submitted to the Commonwealth, for a Community Water Grant, which is part of a suite of programmes comprising the Australian Government Water Fund. An unsuccessful application for the same project was submitted to the Healthy Communities Programme, administered by the Local Government and Shires Associations for NSW Health. An unsuccessful application was also submitted to NSW Sport and Recreation for a grant under the Regional Sports Facilities Programme. Further applications will be submitted for this project, in accordance with the resolution of Council at its July 2006 meeting.

Spider Brown Oval – a successful application, seeking \$50,000, was submitted for a Community Water Grant, which is described above.

Regional Road No 333 (Walgett-Carinda Road) – a successful application, seeking \$250,000, was submitted to the Roads and Traffic Authority for a REPAIR Programme grant. This grant will permit a further extension of the bitumen seal from Walgett towards Carinda. Unsuccessful applications, under this programme, were submitted for other regional roads including RR329 (Collarenebri-Burren Junction) and RR457 (Collarenebri-Mungindi).

## **SHIRE OF WALGETT –AGENDA**

Strategic Regional Programme – applications, which are yet to be determined, have been submitted under this programme for the three regional roads mentioned above in the context of the REPAIR Programme. It is anticipated that the results of these applications will be known before the end of this calendar year, however it must be acknowledged that the prospects for success are not great, given the level of competition for a relatively small amount of funds to be spread across the country.

Collarenebri Water and Sewer Funds – an application was submitted to the State Government, seeking funds to eliminate the indebtedness of the Collarenebri Water and Sewer Funds. This application was unsuccessful, the response being that Collarenebri should not be considered separately but rather as part of the total Walgett Shire, in terms of provision of water and sewer services. This, in effect, means that Walgett and Lightning Ridge ratepayers should be expected to subsidise the smaller communities including Collarenebri.

Walgett Weir – a funding submission was prepared by a consultant in May 2005, however this has not yet been submitted to any potential funding authority to date. Council is currently in the process of preparing a Drought Management Strategy, which will better define the need for any remedial works to Weir 11A on the Barwon River. Discussions relating to this subject have been held with several government agencies, all of which confirm that it would be premature at this stage to be submitting funding applications.

### **Relevant Reference Documents:**

- Funding submissions and related advice (not attached to this report)

### **Stakeholders:**

- Walgett Shire Council
- Funding Organisations

### **Financial Implications:**

Not Applicable

### **Recommendation:**

**That Council note the submission of grant applications for the period 1 July 2005 to 30 June 2006.**

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
---

**Item No:** 20

**Subject:** Lightning Ridge Pre-School

**Author:** Alan Nelson – Manager Engineering

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

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**Summary:**

This report recommends that Council assists the Lightning Ridge Pre-School by meeting 50% of the cost to replace kitchen cupboards which are unsatisfactory at the present time.

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

The former Administrator requested that the Lightning Ridge Pre-School be assisted with the completion of certain works to avoid the possibility that the Department of Community Services could act to shut down the facility. The Lightning Ridge Pre-School is a not for profit organisation, managed by volunteers and staffed by three paid personnel.

Most of the works requested have been undertaken, however one has grown considerably in scope and cost and some direction is sought before taking further action. At the time of the original request, it was envisaged that a local tradesman would donate his time to undertake remedial work on the kitchen cupboards. It would appear that this type of arrangement is no longer likely to eventuate and two quotes for the renewal of the kitchen cupboards have been obtained. The lower of these two quotes is a little in excess of \$5,100, a much higher figure than was originally envisaged to correct the situation.

The need to assist the Pre-School is still present, however the amount of assistance required has grown to the extent that Council's Section 356 vote would no longer be adequate unless Council limited assistance to others or made a supplementary vote at the next Management Plan review which is due as at 30 September. It is suggested that assistance to renew the kitchen cupboards be provided on the basis of Council providing 50% of the cost and the Lightning Ridge Pre-School providing the balance.

**Relevant Reference Documents:**

- Original request from former Administrator
- Quotation for Kitchen Cupboards (not attached)

**Stakeholders:**

- Walgett Shire Council
- Lightning Ridge Pre-School Centre Incorporated

**Financial Implications:**

There are no available funds within the Section 356 vote for 2006/07, unless Council chooses to deny assistance to others or allocates additional funds at the next budget review.

**Recommendation:**

**That Council provide assistance to the Lightning Ridge Pre-School Centre Incorporated, by funding 50% of the cost of replacing kitchen cupboards at the centre, at a total cost not exceeding \$5,200, subject to the Lightning Ridge Pre-School funding the other 50% of the cost and that this expense be provided for at the next review of the 2006/07 Management Plan.**

Alan Nelson

---

From: Hugh Percy [hugh.percy@ozemail.com.au]  
Sent: Tuesday, 11 April 2006 8:29 AM  
To: Alan Nelson  
Cc: 'Simon Kinsmore'  
Subject: FW: Lightning Ridge PReschool

Listed below are issues that need attention as indicated by Simon - please have these attended to asap - this will give them the opportunity to finalise the funding application

-----Original Message-----

From: skinsmor@bigpond.net.au [mailto:skinsmor@bigpond.net.au]  
Sent: Monday, 10 April 2006 9:41 AM  
To: Hugh Percy  
Subject: RE: Lightning Ridge PReschool

Hugh,

As discussed I have gone over the documents relating to the Lightning Ridge Pre School and I have also spoken with the President, Dayle Murray.

The biggest issue they face is the notice from DoCS about some OH&S issues that require urgent attention in the next two weeks. While DoCS haven't said it directly, they could shut down the Pre School. Not a good result for the community so I think if Council could provide a band aid solution and I can work with them to get together a business plan and make some submissions for long term improvements.

The committee meets tomorrow at 3.30pm and I am going to offer to make a submission to DoCs on their behalf explaining that Council are assisting in a short term solution regarding the OH&S issues and also providing support for business planning and future grant submissions.

So if the Council could:

- \* provide some temporary storage at the Lightning Ridge depot
- \* provide 4 chairs for the admin/consultation room
- \* provide some labour to assist in moving excess items into temporary storage
- \* install a bench next to the craft sink
- \* complete remedial work on kitchen cupboards
- \* plumber to repair water mixer
- \* install sanitary bins for nappies
- \* install first aid kit
- \* install cardio - pulmonary resuscitation charts
- \* repair temperature control device
- \* sort and check power cords

Not a great deal but it would keep them out of trouble for a little while until we can get some planning and grant applications in place.

Thanks  
Simon



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
---

**Item No:** 21

**Subject:** Walgett Aerodrome – Hangar Charges

**Author:** Alan Nelson – Manager Engineering

**File No:**

---

**Summary:**

This report recommends that Council not agree to a request from the Rural and Remote Medical Services Ltd, to waive aircraft hangar charges at the Walgett Aerodrome.

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

Council has established charges for the use of the hangar space at Walgett Aerodrome. These charges, which were reduced significantly for longer term use in the past year, are as follows :

Casual Rental - \$50 per week or part thereof for periods less than four (4) weeks

Monthly Rental - \$150 per month or part thereof for periods exceeding four (4) weeks

Annual Rental - \$1,500 for the full twelve month period

An application was made by the Rural and Remote Medical Services Ltd, that the hangar charge be waived as they are providing an important community service. A response was sent, indicating that Council did not levy landing fees at the aerodrome and there was no charge for parking on the tarmac, only under cover. It was also suggested that, to waive charges for one user, would be seen as discriminatory and may establish an undesirable precedent.

The Rural and Remote Medical Services Ltd have again written, asking that the charges be waived. Staff have no authority to waive a charge established by Council, accordingly the request is placed before Council for decision. It is recommended that the charge be applied to all users of these hangars and that Council reinforce earlier advice given that there are no landing fees applicable at Walgett Aerodrome, nor is a charge levied for parking an aircraft on the tarmac. It may be difficult to collect hangar charges in future, if fees are waived for some and not others.

**Relevant Reference Documents:**

- Letters (two) from Rural and Remote Medical Services Ltd
- Council response to first letter received

**Stakeholders:**

- Walgett Shire Council
- Rural and Remote Medical Services Ltd

**Financial Implications:**

Aerodromes operate at a considerable loss in Walgett Shire. Council's Management Plan provides a target that the loss not exceed \$140,000 per annum. If legitimate charges are waived, this will made the target more difficult to achieve and may adversely affect the collection of charges from others.

**Recommendation:**

**That Council not agree to waive hangar charges which would normally be applied to the Rural and Remote Medical Services Ltd for their use of the aircraft hangar facility at Walgett Aerodrome.**

**Rural & Remote Medical Services Ltd**

ABN 29097201020

**Walgett Doctors Surgery**

**50 Wee Waa Street**

**Walgett NSW 2832**

Phone 0268282133 Fax 0268282050

Mr Stephen McLean  
General Manager  
Walgett Shire Council

6<sup>th</sup> July 2006-07-07

Att: Alan Nelson  
Manager Engineering

Dear Sir, Re: Walgett Aerodrome – hangar charges

You recently wrote to Gloucester Aero Club (AN:AN 180/04/00/00) with regard to VH WYI being parked at the aerodrome and related charges.

I am the operator of that aircraft when I come to Walgett – on a monthly basis.

The reason for my visits to Walgett are principally with regard to my role (manager & medical adviser) with Rural & Remote Medical Services (RARMS) a not for profit organization which attempts to maintain medical/health services in the Walgett Shire ie Walgett & Lightning Ridge. We currently support the doctors in those towns and effectively manage the practices on behalf of the doctors. We have successfully retained doctors here for the last 4 years through this operation. We are a part of the council supported Walgett Shire Health Forum.

In the last 12 months since Dr Lambie has only been here part time I also combine my monthly visit with provision of 5 days relief (including hospital on call for 96 hours) for Dr Matic to allow him some time off.

Accordingly I ask that Council consider waiving the hangar charges in relation to VH WYI and to MG 4031 both of which aircraft I use to reduce my travel from 14 hours per trip to 6 hours per trip, and at a cost of approximately \$800 per trip for aircraft hire.

  
Dr Paul Collett

Medical Advisor RARMS

GP-VMO Walgett

Medical Advisor NSW Rural Doctors Network

Executive Director NSW Outback Division of General Practice

cc. Stephen McLean

**Walgett Shire  
Council**

REC'D

10 JUL 2006

FILE: 006/05/03/44

LETTER No: 3275

REFER: AEN

SSM PER  
COPY: NAD

CSR. 2330

copy of letter handed to AEN

BY EMAIL

## SHIRE OF WALGETT –AGENDA

AN:AN: 006/05/03/44

Mr Alan Nelson

17 July 2006

Dr Paul Collett  
Medical Advisor RARMS  
Rural and Remote Medical Services Ltd  
50 Wee Waa Street  
WALGETT NSW 2832

Dear Sir

***Re: Walgett Aerodrome – Hangar Charges***

Thank you for your letter dated 6 July last, seeking the waiving of hangar charges for your aircraft at Walgett Aerodrome.

Council does not charge landing fees for those using the Walgett Aerodrome and there is no charge for parking aircraft on the tarmac. However, the provision of the hangars is something Council has provided and levies a charge on all users. To waive charges for some, whilst applying charges to others, is seen as discriminatory and would probably lead to the establishment of a difficult precedent for Council.

Yours sincerely

Alan Nelson  
Manager Engineering

For

Stephen McLean  
General Manager

**Rural & Remote Medical Services Ltd**

ABN 29097201020  
Walgett Doctors Surgery  
50 Wee Waa Street  
Walgett NSW 2832  
Phone 0268282133 Fax 0268282050

Walgett Shire  
Council  
RECD

01 AUG 2006

Mr Stephen McLean  
General Manager  
Walgett Shire Council

29<sup>th</sup> July 2006-07-07

Att: Alan Nelson  
Manager Engineering

**COPY**

FILE: 006/05/03/44.

LETTER No: 9104

REFER: AEW.

COPY:

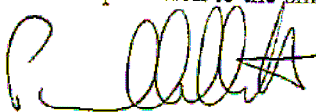
CSR.

Dear Sir, Re: Walgett Aerodrome – hangar charges

Thank you for your reply dated 17<sup>th</sup> July. I am aware of the issues of discriminatory treatment as we have discriminated in favour of Walgett shire at the expense of our potential duties to other shires, and differential investment (hundreds of thousands) of dollars in Walgett Shire in the last four years.

This has already established a difficult precedent for us as does my continuing to provide clinical relief to Walgett rather than many other rural towns in similar circumstances of GP shortages.

Again I would request a definitive answer as to whether Council is willing to waive charges in recognition of our continuing investment and (positive discriminatory) service provision to the shire.



Dr Paul Collett  
Medical Advisor RARMS  
GP-VMO Walgett  
Medical Advisor NSW Rural Doctors Network  
Executive Director NSW Outback Division of General Practice

cc. Stephen McLean

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
---

**Item No:** 22

**Subject:** Walgett Aerodrome – Payphone

**Author:** Alan Nelson – Manager Engineering

**File No:** 260/03/00/00

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**Summary:**

This report advises Council that Telstra have agreed to allow the payphone at Walgett Aerodrome to remain in place for the next twelve (12) months, at which time the situation will again be reviewed.

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

Earlier this year, Telstra gave notice to Council of a decision to remove the payphone at the Walgett Aerodrome on the grounds that it was uneconomic. In response to this, Council resolved, in June 2006, that Telstra be urged to reconsider its decision and leave the payphone at the terminal building.

Telstra have responded that they will agree to leave the payphone in position for a period of twelve (12) months, after which its future shall be again reconsidered. This is considered to be, in the circumstances, the best outcome that Council could have realistically sought in the circumstances.

**Relevant Reference Documents:**

- Council Resolution No 148/06
- Email from Telstra

**Stakeholders:**

- Walgett Shire Council
- Walgett Aerodrome Users
- Telstra

**Financial Implications:**

Not Applicable

**Recommendation:**

**That Council note the decision of Telstra to allow the payphone at the Walgett Aerodrome to remain in place for at least a further twelve (12) month period.**

## SHIRE OF WALGETT –AGENDA

**Alan Nelson**

---

**From:** Semaan, Samira S [Samira.Semaan@team.telstra.com]  
**Sent:** Wednesday, 2 August 2006 2:23 PM  
**To:** Alan Nelson  
**Subject:** RE: Walgett Aerodrome - 02682806Z2

Dear Alan,

I have made a decision to nominate this payphone service as a USO (Universal Service Obligation) payphone for the time being. This means that the payphone will remain installed for at least another twelve months.

After this time it will be under review and we will advise you accordingly.

Please feel free to contact us if you require any additional assistance.

Kind Regards

**Samira Semaan**

Payphone Provisioning Manager  
Inbound Consumer Sales - Payphones.  
**Phone** (02)9397 4344  
**Fax** (02) 9397 4343  
**Mobile** 0418 410 145

---

**From:** Semaan, Samira S  
**Sent:** Friday, 23 June 2006 4:05 PM  
**To:** 'Alan Nelson'  
**Subject:** RE: Walgett Aerodrome

Many thanks for your email and letter Alan.

For your convenience I will review the usage of this payphone in the next quarter. I will be in touch with you then.

I hope this meets with your requirements.

Kind Regards

**Samira Semaan**


Payphone Provisioning Manager  
Access Solutions - Payphones  
**Phone** (02)9397 4344  
**Fax** (02) 9397 4343  
**Mobile** 0418 410 145

**148/06 – Telstra Payphone – Walgett Aerodrome**

**RESOLUTION:**

It was resolved on the Motion of the Administrator that:

1. Council urge Telstra to retain their payphone at Walgett Aerodrome Terminal Building on the grounds that public safety may be unreasonably compromised in the event of its removal.
2. In the event that Telstra determines to remove their payphone at Walgett Aerodrome Terminal Building, Council does not fund a replacement.

 Carried.



<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 23

**Subject:** Burren Junction Bore Baths

**Author:** Alan Nelson – Manager Engineering

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

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**Summary:**

This report briefs Council on the current status of this project. The fundamental aim of the project is to retain the bore baths, however it is vitally important that they be retained in a form which is acceptable to the many users of the facility.

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

A report to Council's July 2006 meeting contained a summary of the history of this project and contained a recommendation, which Council adopted, to seek financial assistance towards the cost of renovating the bore baths from a number of agencies of both State and Commonwealth Governments.

At this stage, no action has been taken to seek the financial support, in response to Council's resolution 187/06. Recent events mean that there are still some incomplete project design considerations and it is considered premature to seek financial assistance until such time these matters are finalised.

An on site meeting was held on August 3 with a large district irrigator and a trustee of the Burren Bore Water Trust in an effort to establish the feasibility of retaining the existing bore baths, extract water from the Great Artesian Basin (GAB) at much the same rate as present, and use a combination of heat exchange technology and waste water from the baths to the irrigator to operate the baths. The meeting was very positive and water testing is now being undertaken to assess the viability of transferring waste water from the baths to the irrigation storage. Waste water from the heat exchanger would go to the Burren and Drildool Bore Water Trust Districts.

Subject to the feasibility being established, no problems in gaining an approval to operate the baths in this fashion are envisaged. At this time, an agreement with the irrigator will be established and the financial support referred to in Resolution 187/06 will be sought.

**Relevant Reference Documents:**

- Council Resolution No 187/06

## **SHIRE OF WALGETT –AGENDA**

### **Stakeholders:**

- Walgett Shire Council
- Users of Burren Junction Bore Baths
- Burren Bore Water Trust
- Drildool Bore Water Trust
- Findley Farms

### **Financial Implications:**

Unclear at this stage. Council has a budget of \$250,000 for this project in 2006/07.

### **Recommendation:**

**That Council note the current position with respect to the Burren Junction Bore Baths project.**

**187/06 – Burren Junction Bore Baths**

**RESOLUTION:-**

It was resolved on the Motion of the Administrator that applications be submitted to State and Commonwealth agencies including, but not necessarily limited to:

- (a) NSW Health
- (b) NSW Tourism, Sport and Recreation
- (c) NSW Department of Natural Resources
- (d) Department of Environment and Heritage
- (e) Department of Health and Ageing
- (f) Department of Industry, Tourism and Resources

for financial assistance towards the cost of renovating the Burren Junction Bore Baths.

Carried.

<b>MANAGER ENGINEERING REPORT TO COUNCIL MEETING 17 AUGUST 2006</b>
---

**Item No:** 24

**Subject:** Lightning Ridge Water Supply

**Author:** Alan Nelson – Manager Engineering

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

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**Summary:**

This report briefs Council on the outcome of a community meeting held in Lightning Ridge to discuss possible disinfection measures for the town water supply. The report indicates that additional effort to exclude contaminants from the supply is being made and recommends that Council seek subsidy from the State Government for the introduction of a disinfectant into the water supply when subsidy becomes available.

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

In July 2006, Council passed Resolution No 181/06, which reads as follows :

*"It was resolved on the Motion of the Administrator that Council engage the Lightning Ridge Community to discuss together with a representative from the Department of Energy, Utilities and Sustainability a proposal to aerate and chlorinate the Lightning Ridge water supply and that the results of this engagement be reported back to the next meeting of Council."*

A community meeting was held on Wednesday August 9 at the Lightning Ridge Bowling Club. The meeting was chaired by the Manager Engineering, Alan Nelson and featured speakers from the Department of Energy, Utilities and Sustainability, as well as NSW Health.

About 40 people attended the meeting, which featured a slide presentation by Bill Ho, Water and Sewerage Engineer with the Department of Energy, Utilities and Sustainability. Mr Ho is arguably the most experienced person in the NSW public sector in his field. Mr Ho presented a strong case for the disinfection of the Lightning Ridge water supply, the favoured method of disinfection being chlorination. At the conclusion of Mr Ho's presentation, those present were given the opportunity to make comments and ask questions.

Those present at the meeting were almost unanimously opposed to the introduction of chlorine into the town water supply, instead believing that Council should be striving harder to eliminate the contamination sources which they consider to be at the town reservoirs. Several speakers pointed to the fact that the water supply has been operating for many years, without disinfection, and also without any recorded cases of people falling ill because of a contaminated water supply.

## **SHIRE OF WALGETT –AGENDA**

Mr Ho stressed that Council had a duty of care and, despite the best efforts of Council to identify and eliminate sources of contamination, without disinfection a guarantee of safe drinking water could not be given.

One speaker suggested that many visitors to Lightning Ridge come because of the health giving properties of the artesian water, not only from the bore baths, but also from the water supply. It was inferred that this could be placed at risk if the water was chlorinated.

Another speaker suggested that the community would accept chlorination, if it was introduced in association with a cooling tower. This, however, drew criticism from others present. The cooling of Lightning Ridge water appears to remain as a point of significant division within the community. It was pointed out that the introduction of a cooling tower would need to be complemented by the introduction of a disinfectant. However, the introduction of a disinfectant need not necessarily be complemented by a cooling tower.

It was agreed by all present that the water source was most unlikely to be contaminated and that any contaminant would be entering the system somewhere within the distribution system, with the storage reservoirs being the most likely place.

In terms of observing Council's duty of care, it is difficult not to recommend the immediate disinfection of the Lightning Ridge water supply. In no way is this intended to be dismissive of the views of those opponents of disinfection who attended the meeting. However, as one speaker indicated, it could also be argued that Council also has a duty of care to operate the water supply in such a way that contaminants are excluded as far as possible. I believe that some additional effort to exclude contaminants needs to occur immediately and these efforts have commenced. Introduction of some form of disinfection is seen to be highly desirable, irrespective of the degree of success in seeking to exclude contaminants. As such, it is suggested that Council approach the State Government to seek subsidy for the introduction of a disinfectant into the Lightning Ridge water Supply.

### **Relevant Reference Documents:**

- Information Sheet on Disinfection

### **Stakeholders:**

- Walgett Shire Council
- Residents of Lightning Ridge
- Department of Energy, Utilities and Sustainability
- NSW Health

### **Financial Implications:**

Not Applicable to this report

**Recommendation:**

- 1. That Council note that increased efforts are being taken towards the elimination of contaminants from the Lightning Ridge water supply.**
- 2. That Council approach the State Government seeking subsidy for the introduction of a disinfectant into the Lightning Ridge Water Supply.**



## **A NEED TO DISINFECT THE LIGHTNING RIDGE WATER SUPPLY**

### **WHY NOW ?**

There have been a couple of recent incidences where low level bacteria counts have been observed in samples taken from the Lightning Ridge Town Water Supply. Council has a responsibility to provide a water supply to consumers that is both safe and reliable. With a reasonably large reticulation network, the absence of any disinfection treatment of the water supply means that Council cannot guarantee the safety of the water supply. Conversely, without a disinfection process in place, which provides some residual benefit, there is no way that this guarantee can be given. Some in the community may see this as a very small risk, however Council cannot place the total community at risk, albeit a small risk, to appease some in the community.

### **THE CHOICE OF DISINFECTANT**

There are a number of means of disinfecting drinking water, each of which has advantages and disadvantages relative to the others. Chlorination is, by far, the most commonly used method. Chloramination is used in a very small number of NSW situations. Ultra Violet Irradiation and ozone are not suitable for a reticulated water supply as they provide no residual protection. If they are used chlorine will still be needed to provide residual protection. Chlorine dioxide does not provide added advantage for Lightning Ridge but has added complications and cost.

### **CHLORINATION**

Chlorination is the most common method used for disinfecting drinking water supplies in Australia and worldwide. The technology for adding chlorine to water is well developed, relatively inexpensive, easily operated and reliable in service. Chlorination aims to provide a free residual chlorine level of 0.5 mg/L to cater for any contamination that may occur beyond the injection point. It is stressed that the possibility of any contamination originating from the supply source at Lightning

Ridge is virtually nil. Contamination is only an issue in the reticulation network. Accordingly, disinfection at Lightning Ridge, without providing a safe residual, would be totally inappropriate. Testing in May 2000 revealed that Lightning Ridge bore water could be safely chlorinated with chlorine by-products produced at a much lower rate than the acceptable maximum contained in the Australian Drinking Water Guidelines. At the time, it was reported “Chlorine Dosing at rates of 1-2 ppm (parts per million) should be sufficient. Dosing below 5 ppm is not expected to produce any noticeable taste or odour”.

## **DISADVANTAGES OF CHLORINATION**

During the chlorination process, chlorine reacts with naturally occurring organic matter to form chlorinated by-products, trihalomethanes. However, Lightning Ridge bore water has very low levels of organic matter and testing showed very little trihalomethanes were produced due to addition of chlorine. Almost all NSW Councils use chlorine as a disinfectant for their town water supplies. Taste and odour are rarely reported as a problem, However, discoloured water may be experienced by some users when chlorine is initially added. This is due to slime and other deposits being stripped from the pipe wall by the cleansing action of chlorine.

## **OTHER DISINFECTION OPTIONS**

As stated above, chlorination is the most commonly used means of disinfection, however there are other options. Chloramination involves the addition of both chlorine and ammonia and is typically used in water supply systems with long pipelines and long detention times. It produces a more persistent residual and does not produce trihalomethanes. But it also has some disadvantages including higher capital cost, less efficient disinfectant, more complex to operate and more likely to produce taste and odour problems. Ozonation is not a suitable option for Lightning Ridge as it does not maintain a residual protective effect in the distribution network, more complicated and expensive, and provides no added benefits in this case. As stated above, UV is not an option as it does not produce a residual either. If UV was to be considered, superchlorination of the distribution network on a regular basis would need to be considered. It is generally recommended that chlorination follow UV treatment to provide the residual effect.

## **SO WHAT ARE THE OPTIONS ?**

Do Nothing – this is seen to place the community at an unacceptable risk. By the time test results reveal a problem, water borne disease will have had an opportunity to spread through the community.

Chlorination – the most commonly used means of disinfection and likely to be recommended for Lightning Ridge.

UV – nothing to gain by treating with UV alone as the problem develops in the distribution network.



**COMMITTEE MINUTES TO COUNCIL MEETING 17 AUGUST 2006**

**Item No:** 25

**Subject:** Walgett Shire Council Consultative Committee Minutes – 5 July 2006

**Author:** Walgett Shire Council Consultative Committee

**File No:** 145/04/07/00

**MINUTES OF THE MEETING  
WALGETT SHIRE COUNCIL CONSULTATIVE COMMITTEE**

**FILE: 145/04/07**

The following are minutes of the Walgett Shire Council Consultative Committee Meeting held on Wednesday, 5 July 2006 in the Walgett Council Chambers, commencing at 3.15pm.

**1. PRESENT**

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

**2. APOLOGIES**

Peter McHutchinson	Chairperson
Stephen McLean	Management Representative
Janet Babic	Management Representative

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

**3. MINUTES**

The Minutes of the Consultative Committee Meeting held on Wednesday, 7 June 2006 were confirmed, with no amendments required.

The Minutes of the Consultative Committee Meeting held on Wednesday, 14 June 2006 were confirmed, with no amendments required.

**4. BUSINESS ARISING**

**Flexible Work Practices Policy**

Acting Manager Corporate Services, Mrs Emma Darcy supplied the committee with a copy of the adopted Flexible Work Practices Policy. It is noted that the committees recommendations were considered and some changes adopted.

**5. GENERAL BUSINESS**

*Note: -*

Peter McHutchison, Chairperson arrived for the meeting 3.25pm.

**Mechanic - Leading Hand**

The position description of Mechanic – Leading Hand was submitted for endorsement by the committee. The following changes were made: -

Objective – “Ensure efficient operation of the workshop.”

The selection criteria noted below from Essential Criteria should read:-

Point 10

“Ability to carry out minor repairs and minor/major adjustments on Council’s plant & Equipment.”

Point 15

“Current Class HR drivers licence

Remove Point 17

“Demonstrate a sound knowledge of Council’s induction Manual.”

The selection criteria noted below from Desirable Criteria should read:-

Point 9

“Current HC class licence

Addition

“Current First Aid Certificate”

“RTA proprietor examiners ticket”

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the position description of Mechanic – Leading Hand with the above amendments.**

**Library Manager**

The position description of Library Manager was submitted for endorsement by the committee. Discussion was held on where this position was located on the organisational structure.

*Note: -*

Gai Richardson, Chairperson arrived at the meeting 4.12pm.

Community Liaison Officer, Ms Gai Richardson was invited to the meeting to advise the committee the purpose of this position description and where it was intended to sit on the Organisational Structure. The intention of this position description is to allow one central reporting line for all library staff. Mrs Richardson explained that it was not a new position but a modification of one of the Library Officer positions but could not substantiate which one as the position had not been advertised internally to determine if it would replace the Library Officer at Walgett or Lightning Ridge.

Gai Richardson, Chairperson departed the meeting 4.25pm.

Further discussion was held as the Committee members were uncertain how a position description could be endorsed without the position being present on the Organisational Structure. The committee felt that the matter needs some clarity as the decision to endorse the position description could lead into one of the Library Officer position becoming redundant and a flow effect occurring.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee request the Community Liaison Officer, Ms Gai Richardson provide a report to the Consultative Committee advising –**

**\* How the Organisational structure is to be modified and the Library Manager position placed on the structure.**

**Organisational Structure**

Coordinator Human Resources, Mrs Bronwyn Newton supplied the Committee with a brief report for the endorsement of two additional positions (Customer Service Officer and Part Time Customer Service Officer) onto the Organisational Structure in the Customer Service department.

Coordinator Human Resources, Mrs Bronwyn Newton explained to the committee the purpose of these two additional positions is to allow cross training and to ensure that the Customer Service department can function effectively five days per week.

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the two additional positions:**

**# Customer Service Officer**

**# P/T Customer Service Officer**

**The two additional positions identified will be placed in the customer service department on the Organisational Structure.**

**First Aid Policy**

Occupational Health & safety Officer, Mr David Callander submitted a short report, First Aid Policy with proposed changes and Workcovers guide to First Aid in the work place for the committee to consider.

The committee read through the documents and agreed with the proposed changes noted on the First Aid Policy.

In addition to the proposed changes made by the Occupational Health & Safety Officer, Mr David Callander the committee also note the Clause below should read:

Page 6 Clause 9 “Recording of First Aid Treatment”

*“An Incident-Accident Report Form is to be completed for all injuries and first aid treatment performed by a First Aid Officer. First Aid Officers must ensure they record as much information as possible on the Forms as this assists the organisation to meet its statutory obligation to keep first aid records.”*

**RECOMMENDATION:**

**It was recommended that the Consultative Committee endorse the First Aid Policy with the proposed changes made by the Occupational Health & Safety Officer, Mr David Callander and the noted amendment above to Page 6 Clause 9 “Recording of First Aid Treatment”.**

**Consultative Committee Secretary, Mrs Bronwyn Newton to supply a copy of the recommended Walgett Shire Council First Aid Policy to Council’s Occupational Health & Safety Officer, Mr David Callander for formatting and endorsement by management.**

**Competency Criteria Documents**

The following competency criteria documents will be placed on the Consultative Committee Meeting Agenda for 2<sup>nd</sup> August 2006.

- # Coordinator Human Resources
- #OH& S Coordinator
- # Community Liaison Officer
- # Tourism Development Officer

**There being no further business the meeting closed at 5.05pm**

**Next Meeting of the Consultative Committee Meeting will be held on  
2nd August 2006 at 3.00pm at the Council Chambers Meeting Room.**

<b>PRECINCT COMMITTEE REPORTS TO COUNCIL MEETING 17 AUGUST 2006</b>
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**Item No:** 26

**Subject:** Lightning Ridge Advisory (Precinct) Committee Minutes – 26 June 2006

**Author:** Lightning Ridge Advisory (Precinct) Committee

**File No:** 004/09/09/92

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**LIGHTNING RIDGE ADVISORY (PRECINCT) COMMITTEE**

**MINUTES OF MEETING HELD AT LIGHTNING RIDGE BOWLING CLUB  
26<sup>th</sup> June 2006**

**PRESENT** – David Lane, Heather Landini, Debbie Dwyer, Jeff Naismith, Michael Taylor & Noni Rutherford

Guest Speaker - Mel Sullivan Walgett Shire Council Projects Officer

**APOLOGIES** – Judy Ward, Christina Johansson, Margaret Mansfield  
Apologies received Moved: David Lane Seconded: Michael Taylor  
Meeting opened 7.00pm

Minutes of Meeting 5<sup>th</sup> June 2006. Moved: Heather Landini Seconded: Jeff Naismith  
**BUSINESS ARISING FROM MINUTES:**

**CORRESPONDENCE:**  
IN

1. Letter from Alan Nelson advising of Mel Sullivan's attendance at meeting.
2. Report on Public Hearing for the Proposed Reclassification of Council land within the Shire.
3. Agenda for Council Meeting.

**GENERAL BUSINESS.**

Mel Sullivan spoke on the 5 options for the new Waste Disposal Depot

1. Near Castlereagh Highway Intersection. (Council land)
2. Off Puddling Tanks Road at base of Nebia, town side. (Permissive Occupancy and council would need to acquire land)
3. Bore head Road opposite old tip. (Council Permissive Occupancy)
4. a) Bore head Road past effluent ponds. (Private land on Western Lands Lease and Council would need to purchase from owner)  
b) Behind existing tip. (Private land on Western Lands Lease and Council would need to purchase from owner)
5. Meeting decided to defer any decision on selection of appropriate site until after a tour of the proposed sites. Meet at Bowling Club Carpark 1.50pm Tuesday 4<sup>th</sup> July 2006.
6. The service road in Pandora St is again causing concern with the lack of drainage and haphazard access to properties along the section between Opal Street and Black Prince Drive.
7. The Minister approval the lease of the land for the Swimming Pool Complex.
8. Letter of appreciation to be sent to Ian Taylor for fencing the Quandong trees near the Cumborah Turnoff. The fencing is working would it be possible to get netting in place of the ring lock for rabbit control.
9. Decision to try meetings on last Tuesday of month to try to get more people to attend.

Meeting Closed 8.30 pm

Next Meeting - Monday 31<sup>st</sup> July 2006 at LRD Bowling Club.

**PRECINCT COMMITTEE REPORTS TO COUNCIL MEETING  
17 AUGUST 2006**

**Item No:** 27

**Subject:** Burren Junction Precinct Committee Minutes – 28 July 2006

**Author:** Burren Junction Precinct Committee

**File No:** 004/09/09/92

## **BURREN PRECINCT COMMITTEE**

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Burren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28-07-06

PRESENT MATT GRINHAM BRETT STEVENS LES HOFFMAN  
BELINDA HAVERHOEK KYLIE NEWMAN NEVILLE STEVENS

APPOLOGY BERRILL LEY

held at SCHOOL OF ARTS HALL 1pm

### AGENDA

1. BORE BATHS
2. STRATEGIC ROAD PLAN
3. COUNCIL DEPOT
4. POOL FUNDING
5. RECLASSIFICATION OF COUNCIL LAND
6. PUBLIC TOILETS
7. CAMPDRAFT + TENNIS CLUB
8. LOCAL ORDERS POLICY
9. SEALING OF TRAFALGAR ST.
10. Long Term Water Supply for BURREN.



# BURREN PRECINCT COMMITTEE

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Burren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28-07-06      REPORT NO 0601

SUBJECT BURREN BORE BATHS.

## RECOMMENDATIONS :

- ① That the W.S.C improve its communication and consultative skills with the BURREN Community in regards to the future development of the Bore Baths
- ② That the Pool be large enough to cater for existing crowds and future increase in tourism. Our recommendation is a size similar to the Burren Swimming Pool.
- ③ That the amenities block, sewerage system, parking area, camping area and access roads be incorporated into the upgrade.

BURREN Precinct Committee

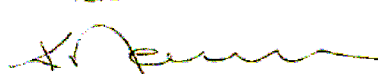
REPORT No 0601 Cont

- ④ That the pool must maintain a constant flow, albeit reduced, the keep the natural attraction of the pool.
- ⑤ That the new pool have allround seating and access to water
- ⑥ That the BURREN Precinct Committee be privy to the decisions and development of the Bore Baths
- ⑦ That the W.S.C meet with the BURREN Precinct ASAP. to discuss the BURREN Bore Development.
- ⑧ The local landowner is still unsure of what is happening with the wetland / evaporation dam situation, as he has had no communication recently with the W.S.C.

BRETT STEVENS



KYLIE NEWMAN





# BURREN PRECINCT COMMITTEE

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Burren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28.07.06 REPORT NO 0602

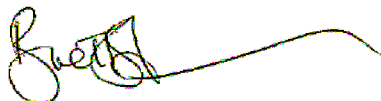
SUBJECT STRATEGIC ROAD PLAN.

## RECOMMENDATION:

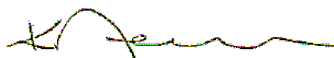
That consideration be given to the replacement of Pan creek Bridge (regional road 329) that was scheduled for Year 4 - 2008/2009 in lieu of the deferred bridge replacement of the Castlereagh Bridge on Regional Road 333.

That consideration be given to major sealing of regional road 329 as a priority for the additional year of the road plan 2010/2011.

BRETT STEVENS



KYLIE NEWMAN



# BURREN PRECINCT COMMITTEE

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Burren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28.07.06

REPORT NO 0603

SUBJECT

Council Depot

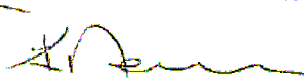
## RECOMMENDATION

That the W.S.C in conjunction with the Burren fire Brigade (Rural fire Service) look at the shed situation in BURREN with the view of obtaining a shed to use as a depot for council staff in Burren, as the present situation is unsuitable. It would provide a more workable situation and provide a work centre in situations of adverse weather.

BRETT STEVENS



KYLIE NEWMAN



# BURREN PRECINCT COMMITTEE

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Burren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28-07-06

REPORT NO 0604

SUBJECT BURREN SWIMMING POOL FUNDING.

## RECOMMENDATION

The BURREN SWIMMING POOL COMMITTEE SUBMITTED A REQUEST FOR ANNUAL FUNDING DATED 10th MAY 2006. There has been no reply.

WE RECOMMEND THAT COUNCIL GRANT THE REQUEST AND MEET WITH THE POOL COMMITTEE TO FORMALIZE ARRANGEMENTS.

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DATE 28-07-06

Report NO 0605

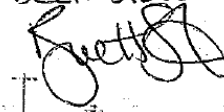
SUBJECT

RECLASSIFICATION OF COUNCIL LAND.

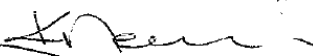
## RECOMMENDATION

no objection

BRETT STEVENS



KYLIE NEWMAN



# BURREN PRECINCT COMMITTEE

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Burren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28.07.06

REPORT NO 0606

Subject

Public Toilets

## RECOMMENDATION

That the W.S.C in conjunction with the campdraft Committee and the town precinct committee look at ways to improve the public toilet area.

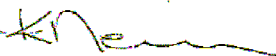
The public toilets are very inadequate. The toilets are listed in travel brochures as a 'black water' dumping site, and this is not the case.

Access to the public toilets in wet weather is near impossible, particularly for cars with caravans and buses and coaches.

BRETT STEVENS



KYLIE NEWMAN



# BURREN PRECINCT COMMITTEE

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Burren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28.07.06

REPORT NO 0607

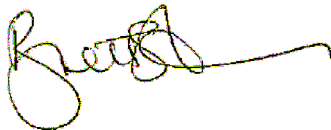
SUBJECT

CAMPDRAFT + TENNIS COURT

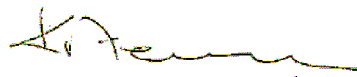
RECOMMENDATION

That the council be thanked for their assistance with the relocation of the campdraft grounds and the upgrade of the tennis court and clubhouse facility.

Brett Stevens



KYLIE NEWMAN



# BURREN PRECINCT COMMITTEE

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Barren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28.07.06

REPORT NO 0608

Subject

REVIEW OF LOCAL ORDERS Policy.

RECOMMENDATION:

No objection

BRETT STEVENS



KYLIE NEWMAN



# BURREN PRECINCT COMMITTEE

Chairman  
Brett Stevens  
6796 1455

PO Box 30  
Burren Junction 2386

Secretary  
Berrill Ley  
6796 1200

DATE 28.07.06

REPORT NO 0609

SUBJECT

SEALING OF TRAFALGAR STREET.

RECOMMENDATION

That the sealing of Trafalgar Street be completed and consideration be given to completing the work during school holidays so as to minimize disruption to school + preschool activities.

DATE 28.07.06

REPORT NO 0610

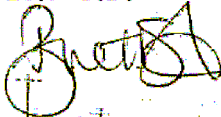
SUBJECT

TOWN WATER SUPPLY

RECOMMENDATION

That the W.S.C look at possible town water supply in the upcoming years. The lack of a water supply is inhibiting the towns growth.

BRETT STEVENS



KYLIE NEWMAN



<b>PRECINCT COMMITTEE REPORTS TO COUNCIL MEETING 17 AUGUST 2006</b>
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Item No: 28

Subject: Walgett Precinct Committee Report – Meeting held 18 July 2006

Author: Walgett Precinct Committee

File No: 004/09/09/92

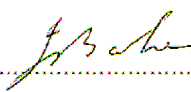
**REPORT FROM THE PRE CINCT COMMITTEE**

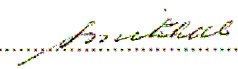
Name of precinct: Walgett  
Number Present 9

Number 72  
18<sup>TH</sup> JULY 2006

Cameras in CDB

That this Committee request the General Manager Walgett Shire Council to have the Surveillance Monitors removed from the Walgett Police Station and located in the Walgett Shire Council Chambers

CHAIRMAN.....

MINUTE SECRETARY.....

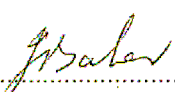
**REPORT FROM THE PRE CINCT COMMITTEE**

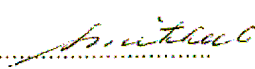
Name of precinct: Walgett  
Number Present 9

Number 72/7  
18<sup>TH</sup> JULY 2006

Tip Operating Hours.

That if the hours of operation are to be altered for any reason that advertising is done prior to the event and that a sign be placed on the gate, and apart from a major cause that the hours of operation be adhered to at all times

CHAIRMAN.....

MINUTE SECRETARY.....



## SHIRE OF WALGETT –AGENDA

### REPORT FROM THE PRE CINCT COMMITTEE

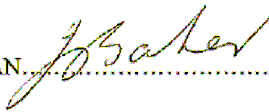
Name of precinct: Walgett  
Number Present 9

Number 75  
18<sup>TH</sup> JULY 2006

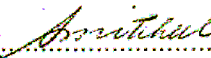
#### Dogs

That this committee express its concern about the serious dog problem in Walgett, excessive dogs per household, dogs not on leashes, dogs creating messy problems, and dangerous situation for our elderly citizens in the main street and for any person who may enjoy walking in the main street it is suggested that Council look at a joint operation utilising rangers /staff from adjoining Shires to conduct a specific elimination program and if need be seek Police support. It is recognised that Walgett Shire is without a Regulatory Officer at present but this matter needs to be addressed as a matter of urgency.

CHAIRMAN.....



MINUTE SECRETARY.....



<b>PRECINCT COMMITTEE REPORTS TO COUNCIL MEETING 17 AUGUST 2006</b>
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Item No: 29

Subject: Walgett Precinct Committee Report – Meeting held 8 August 2006

Author: Walgett Precinct Committee

File No: 004/09/09/92

**REPORT FROM THE PRE CINCT COMMITTEE**

Name of precinct: Walgett

Number Present 8

Number 76  
8<sup>TH</sup> AUGUST 2006

Consideration of Councils Draft Local Orders Policy

*Note this policy is to encompass the whole Shire but it has matters relating to keeping of horses and birds which would not seem applicable to a Rural shire* **It is suggested that all members attempt to examine the document before the meeting**

Recommendation that each member study the draft document and submit their own comments to Council.

CHAIRMAN.....

MINUTE SECRETARY.....

**REPORT FROM THE PRE CINCT COMMITTEE**

Name of precinct: Walgett

Number Present 8

Number 77  
8<sup>TH</sup> AUGUST 2006

Consideration of the holding of an annual meeting at the October Meeting. This was the date fixed by the Committee as being the first meeting after the scheduled elections in September which of course will not be held.

Recommendation that Council be advised that an Annual General Meeting of this Precinct Committee should be held in October and that Council should carry out the appropriate advertising..

CHAIRMAN.....

MINUTE SECRETARY.....

## SHIRE OF WALGETT –AGENDA

### REPORT FROM THE PRE CINCT COMMITTEE

Name of precinct: Walgett  
Number Present 8

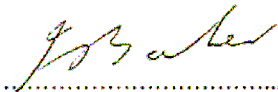
Number78  
8<sup>TH</sup> AUGUST 2006

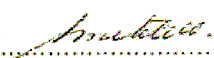
#### Constitutional Referendum

RECOMMENDATION that Council, now before the next election in 2008, hold a Constitutional Referendum on the following matters :This Council Poll was the policy of Council to be held at the now deferred Council Election

1. That Wards be instituted in the Walgett Shire
2. That the Mayor be elected by popular vote.

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CHAIRMAN.....

MINUTE SECRETARY.....

### REPORT FROM THE PRE CINCT COMMITTEE

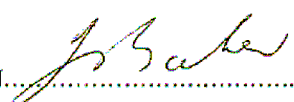
Name of precinct: Walgett  
Number Present 8

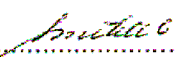
Number79  
8<sup>TH</sup> AUGUST 2006

#### Carinda Road

Recommendation that this Committee views with extreme concern the facts as shown in a newspaper alleging that Mr. Alan Nelson as stating to a Lightning Ridge Precinct Committee that he would not be making the Carinda Road a top priority. This Committee is most concerned that a paid servant of Council can change Council policy which has been set by a Council Resolution. At the recent Public Inquiry, the Commissioner was most concerned that over a number of years, for some reason not apparent, despite the fact that the Carinda Road being a first priority of Council, for some strange reason, funds were diverted to other roads. This Committee urges Council to ensure that work on the Carinda Road continue in accordance with Council Policy and that a copy of the Newspaper Report be sent to Council

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CHAIRMAN.....

MINUTE SECRETARY.....

## SHIRE OF WALGETT –AGENDA

### REPORT FROM THE PRE CINCT COMMITTEE

Name of precinct: Walgett

Number Present 8

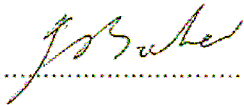
Costs of Administration

Number 80

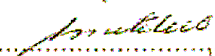
8<sup>TH</sup> AUGUST 2006

Recommendation that Council be asked to provide a full statement of all costs associated with the administration of Mr. Hugh Percy and that this figure be made public. Further, Council to provide similar estimated costs for the continuing administration

CHAIRMAN.....



MINUTE SECRETARY.....



**REPRESENTATIVE REPORTS TO COUNCIL MEETING 17 AUGUST 2006**

**Item No:** 30  
**Subject:** Carinda Precinct Committee Report  
**Author:** Carinda Precinct Committee  
**File No:** 004/09/09/92

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**CARINDA PRECINCT COMMITTEE**

*Chairman: Dominic Warnock, "Gilwarney", Walgett 28232  
6823 23 35*

*Co-ordinator: Margaret Johnstone, "Wirroona", Carinda 2831  
6823 2362*

Mr. Alan Nelson,  
Manager Engineering,  
Walgett Shire Council.

24<sup>th</sup> July, 2006

Dear Alan,

**Re: Five Year Road Plan - Regional Road 333.**

**Year 2006/7**

It is noted that the programme for replacement of the timber bridge over the Castlereagh River on RR333 has been deferred by the State Government. It is also noted that the proposed funding of \$250,000 from **Council's Block Grant** for this work is planned to be diverted to extending the seal. We strongly urge the Council to follow this plan through.

**Year 2007/8**

If the same situation of non-replacement of the bridge continues, or a similar situation eventuates with the Cumberland Bridge, we expect that the **Council's Block Grant** will be similarly diverted as proposed in your letter.

**Year 2010/11**

The Carinda Precinct Committee presents the following submission for the final year of the new plan:

- That a further 5km seal takes place between Walgett and Carinda.
- That the Road is given the same priority and no less than similar funds shown for the four previous years - \$500,000 (assumes \$250,000 from REPAIR Programme).
- That any Bridge Replacement, if not already dealt with, will not interfere with the funds for sealing the 5kms.

Yours sincerely,

*M. Johnstone.*

Margaret Johnstone  
for  
Dominic Warnock.

Walgett Shire  
Council  
RECD

31 JUL 2006

FILE: 004/09/09/92

LETTER No: 9033

REFER: SJM PER NAD

COPY: AEN Copies given