



WALGETT SHIRE COUNCIL

AGENDA

19 OCTOBER 2006

Stephen McLean
General Manager



10 October 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 Carinda Town Hall on **Thursday, 19 October 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 21 SEPTEMBER 2006

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CONFIRMATION OF MINUTES – 21 SEPTEMBER 2006
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The Draft Minutes of the Council Meeting held on 21 September 2006 were distributed to Council's Administrator.

ADMINISTRATOR'S REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No:

Subject:

Author:

File No:

No reports submitted.

GENERAL MANAGER'S REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 1

Subject: Orana Regional Organisation of Councils (OROC) Resource
Sharing Initiative Report to Member Councils

Author: Stephen McLean – General Manager

File No: 135/02/01/03

Summary:

At the last meeting of OROC held on 5 May 2006 the member Councils considered a report on resource sharing initiatives that had been prepared by a working party of General Managers from Warren, Narromine, Gilgandra and Walgett.

Comments (including issues and background):

The key components of this report are reproduced below:

The Orana Regional Organisation of Councils (OROC) has undertaken a variety of resource sharing initiatives over a number of years. Many of these activities have focussed on the coordination of bulk purchasing schemes where the collective buying power of the member councils can deliver savings to individual councils. However, the effectiveness of these schemes has been undermined and frustrated due to the lack of cooperation and commitment from members of OROC.

At the OROC meeting held in Narromine on 19 October 2005 it was agreed that a new approach needs to be taken if effective resource sharing is to occur between the member Councils. Other ROCs around NSW have implemented a variety of models to drive resource sharing initiatives ranging from the appointment of a single Executive Officer that works on these projects full time, to the creation of an entirely separate business entity that coordinates a whole range of services for member councils.

Hunter Councils Limited

Hunter Councils Ltd is made up of 11 member Councils including Cessnock, Dungog, Gloucester, Great Lakes, Lake Macquarie, Maitland, Muswellbrook, Newcastle, Port Stephens, Singleton and Upper Hunter as well as a number of associate members such as Greater Taree, Gosford and Wyong Councils.

The Board is comprised of Mayors and Councillors from each of the member councils and meets to consider the major issues impacting the regional community. Each Council nominates two to four representatives to the Board depending on the size of

The General Managers form an Advisory Committee and meet monthly to address issues of council operational importance as well as manage the affairs of the ROC. The Chair is elected by the members of the Committee.

Professional teams meet regularly to address the specific issues affecting their departments. A General Manager from each member Council leads these professional teams to ensure that they maintain their focus on identified objectives and projects. These professional teams do not include elected representatives. Professional Teams have been established in each of the following areas:

- Community development and social planning
- Customer service
- Human resources and training
- Information technology
- Joint purchasing
- Occupational health and safety
- Records management
- Risk management
- Sport and Recreation

Hunter Councils adopted a new 'corporate' model in 2002 that required the members to form a company limited by guarantee. This was undertaken with the assistance of the Department of Local Government and with the support of the Minister. The councils then underwrote finance to enable the newly formed company, Hunter Councils Ltd., to purchase land and construct a purpose built facility.

These steps have provided a powerful platform for the councils to drive efficiencies and cost savings with the ultimate aim of creating a financially self sustaining environment in which the ROC can continue its advocacy and service provision on behalf of local government in the Hunter. This approach has proven very successful in attracting grant funding from other levels of government for projects relating to regional planning, natural resource management, and catchment management. Programs.

With over 20 staff, the ROC has four major project arms including Learning and Development Division, Environment Division, Regional Procurement Program and Records Storage. A small administrative core supports these operations.

Regional Procurement

The regional procurement program coordinated by Hunter Councils is just one of their many success stories. Mr Peter Salafia, Manager Regional Procurement Initiatives, met with the working party to explain how the program operates.

The overall aim of the procurement program is to achieve a minimum saving of two percent (2%) across councils purchasing activities. Real savings generated by the program in 2004/2005 exceeded a total of \$1 million for the councils involved.

The secret to their success has been the establishment of strong industry partnerships where the supplier can be confident that the quantity of goods tendered for is an accurate reflection of the purchasing requirements of the member councils. It is critical to have a rock solid commitment from member councils before going to tender for a product or service. Councils have to commit to using the successful tenderer as long as the outcome of the tender was equal to or better than the existing State Contract with regard to price and quality. A “Memorandum of Agreement” (attached) has been developed and is signed by each participating council at the beginning of the tender process.

The program has already delivered some amazing results. One member council saved 200% of their subscription fees in 2005/2006 just on the purchase of emulsion. Other deals include a further 10% discount of the price of Hino Trucks, a 6.9% reduction on State Contract prices for stationery purchases from Corporate Express, and additional rebates on the purchase of all Holden vehicles. Contracts have also been awarded for signage, galvanised posts, high visibility clothing, concrete pipes, stationery, hygienic services, insecticides, hardware, and advertising.

Hunter Councils are keen to expand their current procurement program to assist other councils in taking advantage of increased purchasing power within the industry. Small to medium sized councils can join the program for as little as \$6,600 per annum while larger councils pay \$9,750. This allows the council to take advantage of existing contracts as well as any new tenders that are called, and includes all advertising costs in major metropolitan newspapers. Council only incurs additional costs for local advertising. Hunter Councils manage the entire tender process including the writing of specifications and contracts.

MurrayROC and RivROC

The Murray Regional Organisation of Councils, or MurrayRoc was established in 1991 and operates by way of formal agreement of member councils under the provisions of Section 355 of the Local Government Act. Current membership comprises eleven councils, generally extending through the Murray region from Albury City in the east to Balranald Shire in the west, and to Hay and Jerilderie in the north, covering a geographic area of 65,000 sq kms with a total population in the order of 105,000. Member councils are Albury City Council, Balranald Shire Council, Berrigan Shire Council, Conargo Shire Council, Corowa Shire Council, Deniliquin Council, Greater Hume Shire Council, Hay Shire Council, Jerilderie Shire Council, Murray Shire Council and the Council of the Shire of Wakool.

Murray ROCs activities were initially co-ordinated on a part time basis through a servicing council which subsequently led to the appointment of a part time officer. The ROCs role and range of activities steadily increased to the point where the members decided to appoint a full time Executive Officer in April, 2004 whose role is to progress the organisation and provide resources and value to the members, both in quality and financial terms. The EO position, which now operates from offices in Albury City, is fully funded by annual membership contributions and other income generated through administration of various grant funded programs.

The Members Agreement delegates certain powers and functions, mainly relating to regionally based actions and representations, whilst not affecting the rights and powers of individual councils. The committee is made up of one delegate for each council, generally the Mayor, which meets on a three monthly basis. The General Managers and other interested Councillors also attend these meetings and may take part in debate.

Project activities and information sharing generally take place through eight Working Groups, usually made up of officers from the various professional disciplines and in some cases, also having Councillor and external membership. These Groups and the Executive Officer meet on a regular basis, mostly every second month or as required, and their activities are reported to the quarterly Committee meetings.

Some specific examples of activities and projects undertaken that illustrate the value and financial benefits which the Murray ROC resource sharing arrangements have delivered to its member Councils are:-

Regional State of Environment (SoE) Report

Murray ROC annually commissions the preparation of a Regional SoE Report, incorporating the majority of member Councils. The Local Government Department encourages this regional approach to the SoE task.

The 2003-2004 principal SoE Report, required by the Act to be prepared within 12 months of a newly elected Council, cost \$25,000. On the shared cost basis, each participating Council contributed around \$2,500, whereas if the Councils had to commission the task individually, their cost would likely have been well in excess of \$10,000 for each Council.

The supplementary SoE Reports for the ensuing three years are going to cost each Council only around \$500 per year, so the overall combined savings are very substantial.

Roadside Vegetation Management

This has been an active Murray ROC program for a number of years, funded through DIPNR/Murray CMA and providing participating Councils with operator training and on-ground works for the preservation and re-planting of conservation valued roadside vegetation.

The current contract project with Murray CMA, administered by a Murray ROC Project Officer entails the production of Roadside Vegetation Management Plans for 500 hectares of High Conservation Value areas for a number of Councils in the Murray CMA region. The project also includes training workshops for Councils' staff and the Management Plans provide the basis for future CMA funding of roadside maintenance and re-vegetation programs.

Light Fleet Management and Vehicle Disposal Practices

Working relationships have been developed with the State Government's Motor Vehicles Contract Unit and two major vehicle disposal companies Auto Group **Limited** in Melbourne and Rundles Auctions in Wagga, whereby Councils are able to obtain specialist advice in relation to the purchase and disposal of their light vehicles fleet. This advice is very valuable to Councils to ensure optimum financial returns, noting that amongst the Murray ROC Councils, some 180 light vehicles are changed over each year.

Excellent sale price results are being achieved by disposal of vehicles through those companies, rather than through the traditional trade in process. With Auto Group, vehicles are marketed under a Murray regional image/branding and can be sold by way of either auction or fixed price.

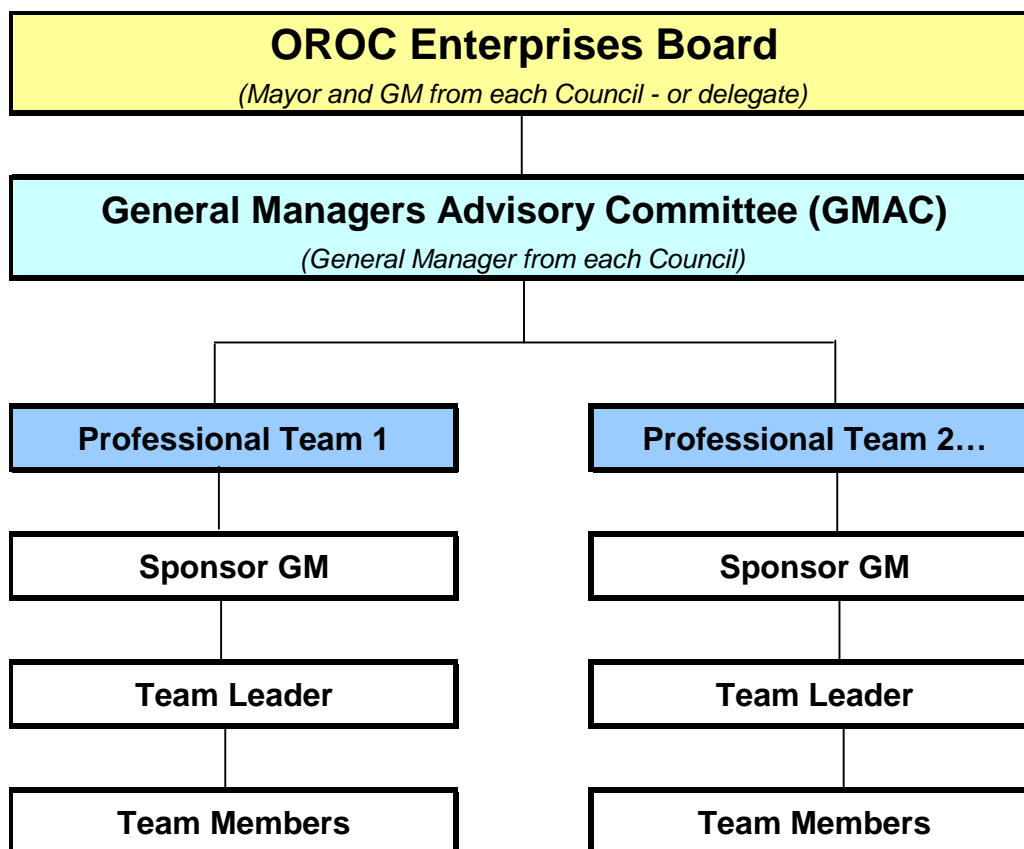
The above examples are by no means exhaustive, but illustrate the benefits which can accrue to Councils through regional co-operation and partnerships.

There is little doubt that significant benefits can be delivered to all OROC members through the coordination and consolidation of a range of activities. These benefits have been clearly demonstrated by Hunter Councils Limited and also the MurrayROC/RivROC partnership. These two models have the same focus but are structured in different ways to suit the requirements of their members.

In selecting an appropriate model for OROC to pursue we need to remain mindful of the fact that our members are separated by large distances and the opportunity to meet regularly on a face to face basis is limited by time and resources. Our model must accommodate the use of technologies such as video conferencing, teleconferencing, and email to ensure maximum participation and benefit. The coordination of activities needs to be appropriately delegated to ensure positive action is taken on an ongoing and regular basis.

The following structure was adopted at the May 2006 OROC Meeting with above in mind, as well as attempting to incorporate the best of both of the models investigated. This structure will be subject to review in 12 months time.

The structure for the new **OROC Enterprises** initiative is as follows:



Board meetings will be held quarterly in order to discuss matters of regional significance, set the direction for OROC Enterprises, and monitor the performance of the GMAC. The Chair of the Board will be elected by the members and would be supported by the General Manager (and staff) of the Chair's Council.

GMAC will meet one month prior to Board meetings. GMAC will provide advice and recommendations to the Board in order to ensure member support for any proposed initiatives before their implementation. GMAC will also identify and establish the Professional Groups that will focus on the coordination of individual activities.

Professional Teams will be established to implement the operational plans identified by the Board and GMAC. Each Professional Team will have a **Sponsor General Manager** who will ensure that the Team remains focussed, motivated and active. The Sponsor GM will also be required to report back to GMAC on the activities of the Professional Team. The Sponsor GM will be appointed by GMAC.

Relevant professionals from each member Council will then make up the membership of the Professional Team, with the **Team Leader** being elected from amongst these professionals. The Team Leader will maintain communication with the Sponsor GM and will seek guidance and assistance as required.

Recommendations:

- 1. That Council express its support and ongoing participation in the activities and initiatives being undertaken by OROC.**
- 2. That Council commit \$6,600 (incl GST) towards becoming a member of the Hunter Councils Inc Regional Procurement Initiative.**
- 3. That Council sign the Memorandum of Agreement between Hunter Councils Inc and OROC to reinforce its commitment towards participation in the Hunter Councils Inc Regional Procurement Initiative.**

MEMORANDUM OF AGREEMENT
between
Hunter Councils Inc and Orana ROC Group of Councils
HUNTER COUNCILS REGIONAL PROCUREMENT INITIATIVE

This Memorandum reinforces the commitment given by members of the Orana ROC Group of Councils General Managers Group, that member councils will support the operations of the Hunter Councils' Inc Regional Procurement Initiative.

Goal

To achieve best price/quality for member councils through coordinating regional purchasing for nominated products and services.

Without foregoing the above, negotiate a management fee for Hunter Councils Inc to underwrite the provision of the Regional Procurement Initiative.

Purpose

Hunter Councils Inc organises joint purchasing to facilitate economies of scale savings for and on behalf of member councils. Hunter Councils Inc will provide the medium for the Orana ROC Group of Councils Joint Purchasing Team (if established) to improve opportunities for regional savings through sharing of their knowledge, skills and resources for the benefit of all member councils.

Principles

This Memorandum sets out the following:

Hunter Councils Inc shall:

- Obtain specific written authority from each participating Council before initiating a tender/quote for goods or services on their behalf;
- Only award tenders/quotes called for goods or services that are equal to (factoring in the 1.5% management fee) or less than other purchasing schemes' prices and are of equal or better quality;
- Negotiate management fees with suppliers based on expenditure by member councils;
- Ensure the highest levels of probity, transparency and integrity are maintained in all dealings with suppliers;
- Comply with all requirements under the Local Government Act 1993 and the Local Government (General) Regulation 2005, and
- Seek to generate new business opportunities wherever possible to provide a greater return on member council's investment.

Member councils shall:

- Ensure that Hunter Councils' Inc tenders and agreements are used where the price, quality and level of service for the product/service is equal to or better than that currently obtained by the member council;
- Actively support and participate in regional tenders/quotes called on their behalf;
- Give preference to, and promote the use of, Hunter Councils' tenders/quotes within their own organisation; and
- Direct any concerns regarding supplier service levels to the Hunter Councils Regional Procurement Initiatives Manager for investigation and correction.

Duration and Termination

This Memorandum shall remain in force until terminated by either party. Termination may occur by either party, but must be in a written notification to the other party.

MEMORANDUM OF AGREEMENT
between
Hunter Councils Inc and Orana ROC Group of Councils
HUNTER COUNCILS REGIONAL PROCUREMENT INITIATIVE

Signed for & on behalf of
Hunter Councils Inc.:

(Chief Executive Officer)

(Date)

Signed for & on behalf of
Bourke Shire Council:

(General Manager)

(Date)

Signed for & on behalf of
Cobar Shire Council:

(General Manager)

(Date)

Signed for & on behalf of
Brewarrina Shire Council:

(General Manager)

(Date)

Signed for & on behalf of
Bogan Shire Council:

(General Manager)

(Date)

Signed for & on behalf of
Walgett Shire Council:

(General Manager)

(Date)

Signed for & on behalf of
Coonamble Shire Council:

(General Manager)

(Date)

Signed for & on behalf of
Warren Shire Council:

(General Manager)

(Date)

Signed for & on behalf of
Narromine Shire Council

(General Manager)

(Date)

Signed for & on behalf of
Gilgandra Shire Council

(General Manager)

(Date)

Signed for & on behalf of
Dubbo City Council

(General Manager)

(Date)

Signed for & on behalf of
Warrumbungle Shire Council

(General Manager)

(Date)

Signed for & on behalf of
Wellington Shire Council

(General Manager)

(Date)

GENERAL MANAGER'S REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 2

Subject: Report on Management Plan 2006/2007 Progress

Author: Stephen McLean – General Manager

File No: 145/11/07/00

Summary:

This report summarises Council's progress towards its objectives established in its 2006/2007 Management Plan.

Comments (including issues and background):

Under Section 407 of the *Local Government Act 1993* the General Manager is required to report progress against the Management Plan to council within six weeks of the end of each quarter.

Relevant Reference Documents:

- Local Government Act 1993.
- Walgett Shire Council Strategic / Management Plan 2006/2007

Stakeholders:

- Residents and Council of Walgett Shire

Financial Implications:

Nil

Recommendation:

That the Management Plan 2006/2007 progress report for the July-September 2006 quarter be received.

GENERAL MANAGER

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
1.	To promote better practice and encourage improvement in the way Council conducts its activities and ensure good governance	Completion of the Local Governments Self Assessment Checklist. Report to Council any discrepancies	On going	General Manager	To be undertaken in November.
2.	To develop and improve the aesthetic physical characteristics of the Shire.	Develop an organisation culture to ensure all work undertaken by staff is done with pride, care and commitment.	Parks, gardens, road reserves and town entrances are clean, tidy and attractive and Council assets are kept to a standard that sets a good example for the community.	General Manager	Beautification works underway - Tracker Walford Walkway, Gray Park etc
3.	We will be actively involved in developing strategic vision of the Shire through informed staff involvement	Identify and provide training. Staff appraisals to include reference to actions required to achieve training and multi skill objectives.	All staff appraised by June 2007 and training calendar developed by August 2006.	General Manager	Appraisals ongoing Training Plan developed and implemented
4.	We will be a good employer and provide leadership through a safe and productive workplace.	Develop an organisational culture, which acknowledges dedication and innovation. Staff and Elected Members to be encouraged to self/accept nomination for training which develops innovation, creativity and lateral thought in addressing existing or new challenges.	Staff appraisals by Supervisor and Departmental Manager to be completed by June of each year. Monthly Employee of the Month to be recognised for dedication and innovation of employees.	General Manager	Appraisals ongoing Employee of the Month nominated monthly

GENERAL MANAGER

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
5.	Provide training for newly elected Councillors.	Ensure that all newly elected Councillors are provided with the necessary training as required by the Dept of Local Government.	Completed by March 2007.	General Manager	N/A
6.	We will provide strong local and regional leadership.	Council will encourage greater involvement and participation in regional and state activities by its senior staff and Council representatives.	Participants reporting to Council on the outcomes of external meetings attended. All senior staff active members of relevant professional groups.	General Manager	Needs to be reviewed with Council Delegates Active membership maintenance
7.	We will ensure that Council's corporate planning needs and policy decisions meet the requirements and expectations of the community and comply with the legislative requirements.	Council will consult widely and communicate decisions effectively.	Council's website will be updated regularly and contain relevant and current information. Council will advise through press releases and information passed onto Precinct Committee and Community Working Parties.	General Manager	New website
8.	We will ensure responsible and good governance.	All ordinary meetings and special meetings of Council are appropriately advertised to the public. Walgett Shire Strategic Plan 2006-2010 is prepared and adopted.	All meetings are advertised to comply with the Local Government Act 1993. Opportunities are provided to the public to address agenda items at every meeting. By 30 June 2006	General Manager	Target Met Target Met Planning has begun

GENERAL MANAGER

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
9.	Strengthen and maintain involvement in the delivery of services to the community through a transparent process of networking and partnerships.	<p>Support and promote a coordinated approach to planning of services with youth, families and service providers.</p> <p>Investigate library operations with Northern Regional Library to improve utilisation of library resources.</p> <p>Access child care options and opportunities for the provision of adequate child care for families in the Shire.</p>	<p>Continue to assist the Walgett Interagency Committee with the Shire Youth Plan.</p> <p>Increase in general activity and borrowings in our libraries.</p> <p>Aim to have greater than 6 carers in place by April 2007. Continue support with the development of Walgett Preschool and Long Day Care Centre Inc.</p>	General Manager	<p>Ongoing</p> <p>1 Carer in Walgett</p> <p>1 Carer in Lightning Ridge</p> <p>Preschool construction underway</p>

MANAGER ENGINEERING

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
1.	Consult with the Community and wider regional Council's to ensure ongoing well planned and appropriate road network development.	Council to prepare a new five year Strategic Road Plan for the period 2007/2012.	Consultation with Shire residents and other local organisations. Completed draft strategy by December 2006 and adopt strategy by March 2007.	Manager Engineering	A report, recommending public exhibition of a draft five year road plan is presented to this meeting of Council.
2.	To rationalise the number of parks and sporting grounds under the control of Council in an effort to ensure that few facilities, of a significantly higher standard are provided.	Make Engineering Staff available to undertake a process involving community consultation, to prepare a report to Council on the matter.	Complete a rationalisation process in consultation with the community and sporting groups by 31 December 2006	Manager Engineering	Some consultation regarding rationalisation of parks has been undertaken and a report to Council's November meeting is anticipated.
3.	To actively pursue external funding opportunities relative to engineering projects.	Identify a link between available funding programmes and Council projects and, working particularly with community groups, prepare and submit funding applications.	A minimum of four funding submissions proposed and submitted. Ongoing.	Manager Engineering	No funding submissions have been prepared as yet in 2006/2007
4.	Provide and maintain facilities throughout the Shire, which meet and exceed the standard expected by locals and visitors alike.	Audit all facilities currently available in the Shire and assess future requirements.	Community consultation on assessed future requirements by Council. Utilisation of Council facilities. Ongoing internal audit of Council facilities	Manager Engineering	This is an ongoing matter and is difficult to report against.

MANAGER ENGINEERING

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
5.	To provide an efficient and reliable kerbside domestic waste collection service.	Provide a weekly kerbside collection service to designated built up areas. Respond to complaints in a timely fashion.	To provide a minimum of one collection service per week. Respond within 72 hours Ongoing.	Manager Engineering	There have been no instances of waste collection services which have not been carried out as planned. Unaware of any complaints which have not been responded to in a timely fashion.
6.	Manage Council swimming pools in accordance with relevant legislation.	Maintain a frequent liaison with the Pool Operators' at each facility.	An increase in total patronage. An amenity which meets relevant legislation and acceptable standards. Ongoing	Manager Engineering	Pool season have only just commenced with new managers in place at Walgett and Collarenebri
7.	To investigate options for improving heavy vehicle passage through the towns of Walgett, Lightning Ridge and Collarenebri.	In consultation with the Roads and Traffic Authority and the Community, review available options and prepare a report to Council on these options.	To review the situation regarding heavy vehicle access through Walgett Township by 30 April 2007. Review heavy vehicle passage through Lightning Ridge and Collarenebri by April 2009.	Manager Engineering	Preliminary discussions have been held with RTA Staff in relation to this matter. Community consultation for Walgett will follow, probably in November 2006.

MANAGER ENGINEERING

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
8.	To provide street lighting to urban areas using energy efficient lighting at the most competitive cost.	Assess adequacy of street lighting in Walgett Town area in consultation with Country Energy and the Community in an effort to improve levels of service and efficiency. Report findings to Council.	Review street lighting in the Shire over a three year return period, undertaking a review in Walgett Township in 2006/2007. Completed by 31 December 2006.	Manager Engineering	Not yet commenced
9.	To progressively remove trees from public areas which are considered to be inappropriate because of either species type or location and where appropriate replace with a more suitable tree.	Identify trees considered to be inappropriate after consultation with Country Energy and / or others, and report findings to Council.	Twenty trees removed and replaced with trees of more appropriate species and / or in a better location. Ongoing.	Manager Engineering	Trees have been removed from below powerlines in Arthur Street, Walgett and a programmed replacement, in conjunction with the school, is planned for early 2007
10.	To reduce the number of overloaded vehicles using Council's roads network.	Attend meetings of the North West Weight of Loads Committee and analyse breach report information.	A reduction in the number of recorded breaches, relative to the hours worked by Weight of Loads Inspectors. Ongoing.	Manager Engineering	One meeting of Weight of Loads Group attended. There has been a reduction in breach numbers, probably due to seasonal factors.

MANAGER ENGINEERING

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
11.	To identify and respond to issues which adversely affect road safety.	React to matters identified by either correction, referral to Local Area Traffic Committee or referral to a future works programme.	Complete inspections on Council's complete public roads network. A minimum of four times per annum.	Manager Engineering	Inspection of the roads network have been carried out in accordance with requirements.
12.	To close Waste Disposal Depots in Collarenebri, Carinda, Rowena and Burren Junction and replace these facilities with Waste Transfer Stations.	To develop proposals to close village waste depots and introduce transfer stations at these locations, maintaining consultation with the community and the Department of Environment and Conservation throughout the process.	Close Waste Disposal Depot at Carinda and replace this facility with a Waste Transfer Station by 30 June 2007. Rowena and Burren Junction Waste Disposal Depots to be replaced by Waste Transfer Stations by 30 June 2009.	Manager Engineering	Project development for closure of Carinda waste depot and replacement with a waste transfer station is proceeding. Consultation with Carinda Precinct Committee has been undertaken.
13.	To provide waste disposal facilities in Walgett and Lightning Ridge which meet environmental standards, as well as the ratepayers reasonable expectations.	To operate the Walgett Waste Disposal Depot in accordance with licence conditions. Complete pre-construction activities relating to a new Waste Disposal Depot at Lightning Ridge.	To meet all licence conditions applicable to the Walgett Waste Disposal Depot. To complete pre-construction activities relating to a new Waste Disposal Depot at Lightning Ridge. Ongoing.	Manager Engineering	One licence condition applicable to Walgett waste depot is outstanding, this being the carrying out of a hydro-geological study. This is planned before the end of 2006. Two alternative sites for a new depot in Lightning Ridge are under evaluation.

MANAGER ENGINEERING

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
14.	To operate sewerage treatment and effluent disposal schemes in Walgett, Lightning Ridge and Collarenebri in accordance with legislative requirements	Review the operation of all schemes and prepare network maintenance and development plans.	Sewerage system chokes and overflows do not exceed numbers of the previous years.	Manager Engineering	Sewerage system chokes and overflow occurrence does not exceed previous year.
15.	Implement a user pay system that also encourages efficient water use.	Develop a new pricing policy and implement a public relations programme to complement it.	Introduce a charging regime for water customers based on consumption.	Manager Engineering	A comprehensive report on the introduction of consumption based charges for water was presented to Council. Consumption based pricing will be introduced in 2008/2009 and not 2007/2008 as provided for in the management plan.
		Repair and install Water meters in designated urban areas with the objective of introducing consumption based pricing in 2007/2008.	Functioning water meters on all water customers.		
		Maintain customer access to water conservation information through savewater.com.au	On going		

MANAGER ENGINEERING

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
16.	To professionally manage Council's assets and ensure reasonable needs of Council are met.	Undertake re-valuation of all Council assets.	Completed by December 2006.	Manager Engineering	A revaluation of Council's assets is progressing at a slower rate than originally envisaged because of a need to engage the Assets Officer on other tasks including reserve trust matters.
		Develop and implement twenty year asset management plans for all infrastructure assets.	Domestic Waste by December 2006 Council Housing by March 2007 Transport infrastructure by June 2007 Water and Sewer by December 2007 Recreation and Community assets by June 2008 Administrative assets by June 2008		
		Undertake an annual audit of road and bridge asset condition.	Assess trends in asset condition.		
		Develop and implement a fifteen year plan replacement program.	Completed by March 2007	Manager Engineering	
		Maximise availability and utilisation of all major Council plant.	75% utilisation by March 2007 Ongoing 85%availability rate	Manager Engineering	
		Review on an annual basis the plant hire fees.	Completed annually	Manager Engineering	

MANAGER ENGINEERING

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
17.	To operate aerodromes at Walgett and Lightning Ridge in accordance with relevant legislation.	<p>Maintain daily (Monday to Friday) safety inspections of these aerodromes.</p> <p>Meet with aerodrome users, including RPT providers, at least annually to discuss operations.</p> <p>Look for business opportunities which have the potential to bring income to the aerodromes.</p>	<p>No breaches of relevant legislation.</p> <p>The financial loss of the aerodromes is kept below \$140,000.00.</p> <p>Ongoing.</p>	Manager Engineering	<p>Aerodrome inspections are being carried out in accordance with requirements with no recorded breaches of relevant legislation. Current indications suggest financial loss will not exceed \$140,000 in 2006/2007. No work has been undertaken as yet in seeking business opportunities for the aerodromes.</p>

SHIRE OF WALGETT – AGENDA

MANAGER ENGINEERING

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
18.	To provide a water supply to Walgett, Collarenebri, Lightning Ridge, Carinda, Cumborah and Rowena.	Respond to any decline in water quality.	Adverse results addressed where possible.	Manager Engineering	One problem has arisen in Lightning Ridge relating to water quality and this has been satisfactorily addressed.
19.	To introduce annual stormwater management service charges.	To investigate stormwater activities in consultation with the Walgett Shire Community.	Inclusion of the proposed stormwater management activities in Draft Management Plan 2007/2008	Manager Engineering	No action taken as yet.

MANAGER CORPORATE SERVICES

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
1.	Support the development of active and creative community members, working in partnership with community, business and Government,	Actively support, develop and promote community services and strategies which address existing and emerging needs.	Use Precinct Committees, Community Working Parties to assist Council with community development. Respond to issues raised within thirty days taking appropriate recommendations to Council.	Manager Corporate Services	Ongoing
2.	We will provide an efficient timely and user friendly response to client requests and concerns.	Council will maintain and improve its customer action request statistics.	Customer Action Requests System average days outstanding <45 days, will quarterly average and be maintained at 80% minimum. All customer enquiries and complaints will be dealt within five working days.	Manager Corporate Services	Ongoing and within target
3.	Ability to provide people with better opportunities for involvement and consultation about our decisions.	Maintain and publish policies and procedures which promote confidence in the conduct of Council.	Publish newly approved or amended policies on Council's website within thirty days of their adoption by Council.	Manager Corporate Services	New Website Operational
4.	To provide services to meet the needs of people from cultural and linguistic backgrounds.	Prepare Local Ethnic Affairs Priorities Statement (LEAPS) and Action Plan 2006-2009.	Completed by December 2006	Manager Corporate Services	Adopted 22/06/06

MANAGER CORPORATE SERVICES

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
5.	To support individuals and groups taking initiatives to protect, restore, enhance and conserve the environment of the area.	Respond and actively support or refer initiative from community to protect the environment.	The Shire will be involved in the Clean Up Australia Campaign and any environmental initiatives with which Council can assist.	Manager Corporate Services	2007 Activity
6.	Provide an organisation that displays good management and strong forward planning..	Prepare detailed Management Plan encompassing annual operating budget	Completed by June 2007	Manager Corporate Services and General Manager	On target
		Management Plan and Budget Review undertaken on a quarterly basis.	Completed October 2006, February 2007, April 2007 and July 2007	Manager Corporate Services and General Manager	October Review presented
		Rates and Annual Charges Outstanding reduced by sale of land for unpaid rates, agreements and strong debt recovery policy.	Rates and Annual Charges outstanding reduced to 9% by June 2010. Ongoing	Manager Corporate Services	Ongoing and collection notices sent out
		Unrestricted current ratio remains at an acceptable level of 2:1	2:00:1 Unrestricted current ratio maintained	Manager Corporate Services	On target
		Debt Service Ratio remains below 10%	Below 10% by June 2007	Manager Corporate Services	On target

MANAGER CORPORATE SERVICES

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
7.	Provide a secure and compliant Records Management Regime.	Continue with the effective "Authority" record keeping system, in keeping with its obligations under Australian Standards (ISO 15489 as amended)	100% operational with suitably qualified staff. Ongoing	Manager Corporate Services	Staff appointed and training is being undertaken
		Implement electronic record keeping for assessment of effectiveness for Council documents and records.	100% operational with suitably qualified staff by March 2008.	Manager Corporate Services	Will be investigated in 2007
8.	Council to be an advocate for social matters on behalf of the Community.	Complete Social Plan	Complete by September 2006.	Manager Corporate Services	For presentation to the November 2006 Council Meeting
		Report to Council achievements of the Social Plan	Completed by March 2007.	Manager Corporate Services	Report to be presented to May Council Meeting in 2007
		Continually update Council Website.	Ongoing	Manager Corporate Services	IT to coordinate
9.	To ensure that Information Technology is adequate for the organisation.	Implement asset component of "Authority" System to ensure more effective tracking of Council assets.	Completed by March 2007	Manager Corporate Services	On target
		Continually review "Authority" System to ensure that it is used at full capacity.	Ongoing	Manager Corporate Services	Ongoing
		Provide ongoing training and support to all staff.	Ongoing	Manager Corporate Services	Ongoing

MANAGER CORPORATE SERVICES

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
10.	To provide quality service to all customers.	Measure performance through the use of a Customer Satisfaction Survey.	A minimum of 160 surveys per annum, tracking individual responses and mean averages for each survey. An average of four to be targeted:- 1= Poor, 2= Fair, 3= Good, 4= Very Good, 5= Excellent Ongoing	Manager Corporate Services	75 responses received 4.25 average
		Review the operation of customer service area.	Ongoing	Manager Corporate Services	Monthly meetings held with staff
		Further review and develop processes and procedures to ensure optimal delivery and customer satisfaction.	Ongoing	Manager Corporate Services	Ongoing
11	Reduce expenditure – Members and Civic resources and training when required to ensure optimal productivity	Percentage of staff at skill level 2 and above is over 60% by March 2007	Ongoing	Manager Corporate Services	Ongoing
		Staff turnover is kept at an acceptable level of industry standard.	Labour turnover is below average industry standard.	Manager Corporate Services	Below industry standard
12.	To network with other Councils and the State Government funding providers to achieve major sustainable benefits through tourism and visitation programs.	Complete Tourism Marketing Plan.	Completed September 2006	Manager Corporate Services	To be presented to November 2006 Council Meeting

MANAGER CORPORATE SERVICES

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
13.	To provide the Shire with a new identification through a new tourism logo.	Adoption of a new Shire Tourism Logo.	Adopt a Shire Logo by August 2006	Manager Corporate Services	Due for adoption February 2007
14.	To provide an image of Walgett Shire that presents as a tourism destination.	Develop a program to improve presentation of shire towns and entrances.	Completed by July 2007	Manager Corporate Services	Ongoing
15.	To make information regarding structured tour options available to all visitors to the Shire.	Review and update existing tourism information and pamphlets.	Completed by April 2007	Manager Corporate Services	Ongoing

MANAGER PLANNING AND REGULATION

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
1.	To promptly and professionally assess development proposals.	Process Complying Development Applications. Process Construction Certificate and Development Applications	90% of complete applications are finalised within 7days. 80% of complete applications are finalised within 40 days.	Manager Planning and Regulation	Target Met (Average 4 days) Met Average 29 Days
2.	To develop a Local Environmental Plan that brings Walgett Shire's local planning arrangements in line with current New South Wales standards.	Prepare and adopt a land use study and strategy. Prepare and adopt a Local Environmental Plan based on the land use study and strategy.	Currently in draft form and due for finalisation by June 2006. Draft Environmental Plan to be finalised by December 2006	Manager Planning and Regulation	Target not met due to ongoing consultation with DPI N/A
3.	To provide companion animal management and control services.	(a) Address emergency situations where dogs are attacking people and animals. (b) Microchipping of companion animals.	(a) All attacks are investigated within 24 hours of notification. (b) 90% of animals are microchipped within three working days of request.	Manager Planning and Regulation	Target Met
4.	To ensure that dilapidated premises and environmental health matters are addressed to minimise risks to the public.	Complaints will be promptly investigated.	Action will be taken within two weeks to address 90% of complaints received.	Manager Planning and Regulation	Target Met
5.	Minimise the risk of significant environmental pollution.	Respond to major pollution incidents.	All reported major incidents are investigated within 24 hours.	Manager Planning and Regulation	No incidents reported

MANAGER PLANNING AND REGULATION

No	Mission Aim	2006/2007 Activity	Measurement, Method and Target	Responsible Manager	Status
6.	We will responsibly manage planning and environmental issues, while taking into account the needs of the community and we will update means of acquiring information for users.	Integration of GIS (Geographical Information System) into present corporate software package.	Continual operational updates.	Manager Planning and Regulation	Initial matching of DCDB against Authority land descriptions completed. Further work requested to address unmatched data.
7.	To monitor algal blooms within the Namoi and Barwon Rivers.	Submit samples of river water from Collarenebri and Walgett to the Department of Natural Resources for analysis of algal content.	Samples are submitted on a weekly basis in summer and fortnightly in winter.	Manager Planning and Regulation	Target not being met. New staff member in training.
8.	To provide a water supply to Walgett, Collarenebri, Lightning Ridge, Carinda, Cumborah and Rowena.	Undertake a regular programme of sampling and testing to check water quality.	Monthly sampling of water supply.	Manager Planning and Regulation	Target Met.

GENERAL MANAGER'S REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 3

Subject: Staff Recruitment and Retention

Author: Stephen McLean – General Manager

File No:

Summary:

Council is proceeding to develop a framework that will recognise the issues surrounding the recruitment and retention of specialised and professional staff. Walgett Shire is investigating and developing methods to encourage applications and support staff once employed. This report deals with one area that will become an integral part of this program.

Comments (including issues and background):

Skills shortages in local government has been the subject of two recent media releases from the Minister for Local Government and is identified as a growing issue. Council is developing a policy frame that will allow the recruitment of quality applicants for vacant positions and the retention of existing specialist staff.

Council has already adopted a flexible working hours policy. It is envisaged that this framework of policies will grow to cover such issues as housing, vehicles, wages, continuing education and other benefits that might include child care and access to information technology.

This report puts forward a policy to allow councils senior management a mechanism for adjusting the salary component of a position based on market forces.

Relevant Reference Documents:

- Media Release 14 September 2006 The Hon. Kerry Hickey MP
- Media Release 27 September 2006 The Hon. Kerry Hickey MP
- Labour Market Premium policy document

Stakeholders:

- Walgett Shire Council Staff

Financial Implications:

The direct implications of offering an increased salary to any position must be weighed against the opportunity cost of not obtaining or retaining specialised staff and the costs that the employment process includes, for example advertising.

It is not possible to calculate a reliable figure for the financial implications, but this policy, used objectively, should provide Council with decreased overall employment costs.

Recommendations:

That Council endorse the policy document titled “Labour Market Premium” and that it be reviewed in October 2007.

POLICY OBJECTIVE

To establish a mechanism whereby Council's General Manager can adjust salaries for any position that is critical to Council's operations and which is subject to labour market forces that are outside the scope of its standard salary system.

INTRODUCTION

A substantial skills shortage exists in local government, which is exaggerated in rural areas. Council has experienced ongoing problems over many years in attracting suitably skilled and experienced applicants for a number of positions that are critical to enable it to meet community expectations and its legislative obligations. This situation is not expected to substantially improve in the foreseeable future.

This policy is intended to provide a mechanism whereby Council can enhance the likelihood of high quality applicants seeking, and being retained in, positions with Walgett Shire Council.

Council management realises that there are factors other than salary that affect whether an applicant applies to, or continues in the employ of Walgett Shire. This policy is not intended to be the sole mechanism for encouraging the recruitment and retention of quality staff.

SCOPE OF POLICY

This policy applies equally to existing staff and upon the advertisement of new or vacated positions in Councils adopted staff structure.

A labour market premium (allowance) may be considered for a particular position, if in the opinion of the General Manager, there is objective evidence that:

1. There is strong demand for staff with the required skills or a likely shortage of suitable applicants for a given position.
2. The position is critical to Council's operations, either by virtue of legislative obligations or community expectations.

In determining the rate of labour market premium (allowance) that will be applied to an individual, the following matters shall be taken into account:

1. Prevailing labour market conditions for the position. This will be determined by reference to similar position(s) advertised elsewhere at the time of application.
2. Any skills, beyond those which are essential for the position, that the applicant or incumbent may have which add tangible value to their work for the Council.
3. The possibility for inequity between positions of similar responsibilities and skills required.

Any Labour Market Premium applied to a position is for the present occupant only. Subsequent position holders will have their eligibility for the market premium assessed against these criteria and a determination will be made regarding the necessity and value for the 'new' position holder.

MANAGEMENT RESPONSIBILITY

The determination of whether a Labour Market premium shall be applied and its value will be made by the General Manager in agreement with the Department Managers. The decision as to any premium value applied must be supported by objective documentary evidence.

Labour market premiums will only be paid as an allowance on a fortnightly basis.

Award increases shall be applied to the labour market premium.

REVIEW

This policy shall be reviewed annually by senior management

MINUTE ADOPTION

REVIEW DATE



MEDIA RELEASE

THE HON. KERRY HICKEY, MP
MINISTER FOR LOCAL GOVERNMENT
MEMBER FOR CESSNOCK

27 September 2006

Applications open for Skills Shortage Scholarships

Local councils have until 27 October to apply for the lemma Government's Skills Shortages Scholarship Program.

Minister for Local Government Kerry Hickey and Minister for Planning Frank Sartor today announced further details about the program.

Two types of scholarships will be awarded to councils or groups of councils (eg Regional Organisations of Councils) in 2006-07:

- **General Scholarship** – Six (6) awarded for any professional and/or para-professional areas where the council is able to demonstrate a skills shortage
- **Planning scholarship** – Five (5) awarded for planning profession only

Mr Sartor said the lemma Government recognised councils – particularly in regional and rural areas – were suffering from skills shortages.

"The shortage is most pressing in the area of land use planning," Mr Sartor said.

"But there is also a significant need for engineers, environmental health officers and finance professionals as well as community and child care workers," he said.

Mr Hickey said successful councils would be responsible for allocating scholarships to individual students as well as administering the program.

"The lemma Government is moving in a new direction to create an on-going culture of scholarship support among councils," he said.

Mr Hickey said local government employed about 50,000 people in New South Wales.

"But the average age of the local government work force is about 45 years," he said.

"On current trends, nearly half of the local government work force will be retired in the next 10 years," Mr Hickey said.

"It's an alarming trend the lemma Government is working hard to combat through this Scholarship Program," he said.

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SHIRE OF WALGETT – AGENDA

Under the program, the Department of Local Government and Department of Planning will provide funding of \$2500 to each successful council.

Councils will be required to at least match this funding.

"But councils are free to determine what form their contribution will take and the number of scholarships they may wish to offer," Mr Hickey said.

Scholarship funds will be awarded to successful councils in November.

Mr Hickey said the lemma Government was determined to build skills in regional and rural New South Wales.

"To make this work, councils really need to think about work experience and on-going employment for the successful student," he said.

The Department of Local Government will convene a panel to review and assess applications.

Applications must be submitted by Friday, 27 October 2006 to:

**Local Government Scholarship Program
Department of Local Government
Locked Bag 3015
NOWRA NSW 2541**

Application forms are available at www.dlg.nsw.gov.au

MEDIA CONTACT: Andrew Williams (Minister Hickey) 0408 602 936 ... Zoe Allebone (Minister Sartor) 0414 231 735



MEDIA RELEASE

THE HON. KERRY HICKEY, MP
MINISTER FOR LOCAL GOVERNMENT
MEMBER FOR CESSNOCK

14 September 2006

New direction to tackle local council skills shortage

The lemma Government is tackling the skills shortage in New South Wales local councils with the unveiling today of a scholarship program.

Speaking at the Local Government Managers annual conference in Port Macquarie, Minister for Local Government Kerry Hickey said the Government was determined to build skills in regional communities.

Mr Hickey and Planning Minister Frank Sartor said the lemma Government had set aside \$27,500 for 11 scholarships per year in New South Wales.

Councils will also be asked to match the Government's funding for each scholarship of \$2500 with either a cash or in-kind contribution.

Mr Sartor said the funds from the Department of Planning would be used to provide scholarships with a specific planning focus.

"This is an important initiative which demonstrates the Government's commitment to working with councils to help improve planning processes and outcomes," he said.

Mr Hickey said the skills shortage was one of the most pressing problems facing regional and rural councils in New South Wales.

A Department of Local Government Skills Shortage survey found:

- local government employs about 50,000 people in New South Wales
- the average age of the local government work force is 45 years
- on current trends, nearly half of the local government work force will be retired in the next 10 years

"This is going to represent a huge loss to the pool of knowledge and experience among councils," he said.

"That's why the lemma Government is moving in a new direction to retain local people in the short-term and develop longer-term relationships between councils and tertiary education providers," Mr Hickey said.

He said local councils should continue efforts to promote local government as an employer of choice.

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"We all need to identify and promote the advantages that are on offer from a career in local government," Mr Hickey said.

Councils will be advised of scholarship program details, including selection criteria.

MEDIA CONTACT: Andrew Williams (Minister Hickey) 0408 602 936 ... Zoe Allebone (Minister Sartor) 0414 231 735

GENERAL MANAGER'S REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 4

Subject: Swimming Pool - Walgett

Author: General Manager, Stephen McLean

File No: 004/17/04/68

Summary:

This report recommends that Riley Aquatic Management be accepted as the successful tender for the Walgett Memorial Swimming Pool.

Comments (including issues and background):

At its September meeting Council resolved the following:

That Council enter into negotiations with Riley Aquatic Management for the licence to operate the Walgett Swimming Pool for the period 1 October 2006 to 30 June 2009.

Under Section 178 of the Local Government General Regulation 2005 section 3 states:

- (3) A council that decides not to accept any of the tenders for a proposed contract or receives no tenders for the proposed contract must, by resolution, do one of the following:
- (a) postpone or cancel the proposal for the contract,
 - (b) invite, in accordance with clause 167, 168 or 169, fresh tenders based on the same or different details,
 - (c) invite, in accordance with clause 168, fresh applications from persons interested in tendering for the proposed contract,
 - (d) invite, in accordance with clause 169, fresh applications from persons interested in tendering for contracts of the same kind as the proposed contract,
 - (e) enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender,
 - (f) carry out the requirements of the proposed contract itself.

SHIRE OF WALGETT – AGENDA

- (4) If a council resolves to enter into negotiations as referred to in subclause (3) (e), the resolution must state the following:
- (a) the council's reasons for declining to invite fresh tenders or applications as referred to in subclause (3) (b)–(d),
 - (b) the council's reasons for determining to enter into negotiations with the person or persons referred to in subclause (3) (e).

Since that meeting negotiations have been undertaken as resolved and an agreed amount of \$105,000.00 be accepted as the initial tender figure for the 2006-2007 season.

Relevant Reference Documents:

- Local Government Act 1993 (Section 55)
- Local Government General Regulation 2005 (Section 178)

Stakeholders:

- Walgett Shire Council
- Riley Aquatic Management

Financial Implications:

An increase of \$15,000.00 in the first season of the lease period, adjust annually as per the agreement

Recommendations:

1. That Council note that negotiations were entered into with Riley Aquatic Management under Section 178 (3)(e) of the Local Government General Regulation 2005, as per Council resolution 259/06.
2. That Council note under Section 178 (4)(a) of the Local Government General Regulation 2005, the reason that Council declined to invite fresh tenders was because of the limited response to the previous advertised tender.
3. That Council note under Section 178 (4)(b) of the Local Government General Regulation 2005, the reason for entering into negotiations with Riley Aquatic Management was due to the submitted but withdrawn complying tender.
4. That Council accept the negotiated Tender in the amount of \$105,000.00 for the 2006/2007 season of Riley Aquatic Management for the licence to operate the Walgett Memorial Swimming Pool for the period 1 October 2006 to 30 June 2009.

GENERAL MANAGER'S REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 5
Subject: Union Picnic Day
Author: Stephen McLean – General Manager
File No: 295/10/00/00

Summary:

Council has been asked to allow Thursday, 9 November 2006 as the Union Picnic day as per the Local Government (State) Award 2004.

Comments (including issues and background):

The Award makes allowance for:

Section 18 (B) i – iv: -

B. UNION PICNIC DAY

- (i) Union Picnic Day shall for the purposes of this award be regarded as a holiday for employees who are financial members of the union(s). The Union Picnic Day shall be on such day as is agreed between the council and the union(s).
- (ii) The union(s) shall advise the council of financial members as at the time of the Union Picnic Day. Such advice must be given at least two weeks prior to the Union Picnic Day.
- (iii) Employees who are not financial members of the union(s) and who are required to work on Union Picnic Day, shall be paid ordinary pay for their normal working day.
- (iv) Employees who are not financial members of the union(s) and who are not required to work on Union Picnic Day, may apply to council to take annual leave, time off in lieu of overtime, leave without pay, such other leave as may be approved by council, or may be required by council to make up time.

Those employees of Council who are not union members and wish to attend any organised events on the day would be required to take leave as per section iv of the award.

Relevant Reference Documents:

- Request from Union Picnic Day Representatives
- Local Government (State) Award 2004

Stakeholders:

- Walgett Shire Council, Union Members

Financial Implications:

Nil, as under the Local Government (State) Award 2004

Recommendations:

- 1. That Council allow Thursday, 9 November 2006 as the Union Picnic Day under the Local Government (State) Award 2004.**
- 2. That employees of Council who are not union members and wish to attend organised events on the day be required to make application for leave.**

GENERAL MANAGER'S REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 6

Subject: Disclosure of Interests in Written Returns –
Councillors and Designated Persons

Author: John Burke – Finance Officer

File No: 145/02/03/00

Summary:

Section 449 and 450 of the *Local Government Act 1993* refers to Disclosure of Interests in Written Returns and requires Councillors and designated persons to complete and lodge with the General Manager a return in the form prescribed by the regulations.

Comments (including issues and background):

Section 450 (A) of the *Local Government Act 1993* requires the General Manager to keep a register of returns required to be lodged and returns must be tabled at a meeting of the Council.

Disclosures by Councillors and Designated Persons - Section 449 (3) Returns have been received by the following designated persons:-

- Mr Victor Smith Administrator
- Mr Stephen McLean General Manager
- Mr Matthew Goodwin Manager Planning and Regulations
- Mr Alan Nelson Manager Engineering
- Mrs Emma Darcy Acting Manager Corporate Services

Recommendation:

That Council note that Disclosures by Councillors and Designated Persons - Section 449 (3) Returns have been received by the following designated persons:-

- **Mr Victor Smith Administrator**
- **Mr Stephen McLean General Manager**
- **Mr Matthew Goodwin Manager Planning and Regulations**
- **Mr Alan Nelson Manager Engineering**
- **Mrs Emma Darcy Acting Manager Corporate Services**

GENERAL MANAGER'S REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 7

Subject: Organisation Structure

Author: Bronwyn Newton –Coordinator Human Resources

File No: 004/06/02/47

Summary:

This report recommends an amendment to Council's Organisational Structure to include the positions of Economic Development Officer, Aboriginal Liaison Officer, GIS Coordinator and amend the position title of the Lands Officer to Customer Service Officer (Lands).

Comments (including issues and background):

The position of Economic Development Officer has been identified by Council and relevant Managers to commence working on outstanding issues within the Walgett Shire Council including improving the main streets within each of the towns and villages, assist current businesses and encourage new investments by providing a vital resource to the community.

The position of Aboriginal Liaison Officer has been identified by Council and relevant managers to and will assist by providing a Council representative who will address issues raised by the aboriginal communities and work in conjunction with aboriginal groups/organisations to further develop opportunities.

The position of GIS Coordinator has been identified by relevant managers and will commence working on outstanding tasks such as updating the Authority database, rural and urban addressing and updating infrastructure mapping.

The amendment to the position title of Lands Officer to "*Customer Service Officer (Lands)*" is a direct result of the recruiting problems Council is experiencing trying to fill this vacancy. It was decided by relevant managers and direct staff involved that the idea of revising the position description of the Lands Officer towards a customer service officer role was definitely worthwhile.

The purpose of this amendment is to create a position description that will attract interested candidates, allow basic involvement and on the job training. To ensure the concept is totally met it is advisable to amend the position title to better reflect the position duties.

Relevant Reference Documents:

- Organisation Structure
- Position Description – Economic Development Officer
Aboriginal Liaison Officer
GIS Coordinator
Customer Service Officer (Lands)

Stakeholders:

- Walgett Shire Council Staff

Financial Implications:

Additional costs to cover the appointment of these three additional positions will be provided for in the 2007/08 Management Plan. It is suggested that these positions commence on a contract basis with a review period.

It is anticipated that Council will also be able to secure external funding to assist with the implementation of these positions.

Recommendations:

1. That Council endorse the additional position of Economic Development Officer and Aboriginal Liaison Officer within the Corporate Service Department and include in Council's Organisational Structure.
2. That Council endorse the additional position of GIS Coordinator within the Planning and Regulations Department and include in Council's Organisational Structure.
3. That Council endorse the amendment to the position title of Lands Officer to "Customer Service Officer (Lands)" and reflect this on Council's Organisational Structure.

WALGETT SHIRE COUNCIL
Position Description of: Economic Development Officer

Position Title: Economic Development Officer

Department: Corporate Services

Reports Directly To: Manager Corporate Services

Staff Directly Controlled: Nil

Grade:

Present Incumbent:

Commencement Date:

Location of Work Place: Administration Office, Walgett

Objective:

The position has the prime strategic role to implement and monitor economic development strategies including but not limited to:

- Initiate, implement and monitor economic development strategies to meet business and community needs.
- Identification of needs, acquisition of resources and development of self help strategies for economic development
- Development of close links between community service providers to coordinate service provision.
- Strengthening of communication links between Council, Government Agencies and the community on economic development issues
- Attraction of new business investments to the shire
- Develop an economic strategy, prepare and recommend policies and procedures that will encourage and promote economic development within the shire.
- Promote the benefits of increased or new investment, utilising the natural and man-made resources of the shire, to the community generally, and developers specifically.
- Facilitate the provision of the necessary resources and infrastructure to achieve the betterment of the shire economy.
- Advance the economic development of Walgett Shire on a day-to-day basis.
- Assist community organisations in their efforts to advance the economy of the area.

Responsibilities:

Policy and Planning

1. Develop, implement and maintain an economic development strategy
2. Pursue economic development that equates with Council's management plan of ensuring on ecologically sound environment
3. Develop, analyse and review policies and procedures to improve and stimulate economic growth

WALGETT SHIRE COUNCIL
Position Description of: Economic Development Officer

4. Ensure all activities and expenditure are within the budget
5. Provide monthly business reports to Council
6. Ability to address functions and forums as Council's representative

Programs and Services

1. Administer the local Main Street Committees for each towns/village within the Walgett Shire Council.
2. Assist with the development of a Main Street Plan for each town/village within Walgett Shire Council & actively seek funding or sponsorship to implement plans.
3. Provide maximum assistance to existing industries to pursue growth opportunities
4. Identify feasible and practical initiatives for Council to support local and regional economic development
5. Develop and implement marketing materials and strategies to attract new ventures/investments into Walgett Shire
6. Develop, coordinate and promote programs for the community, local businesses and other organisations / industries
7. Develop guidelines and procedures for the implementation of program strategies
8. Establish mechanisms for the promotion and marketing of Council.

Liaison and Networking

1. Establish networks, links and working relationships with government agencies, business, industry, community and internal stakeholders.
2. Facilitate communications between potential investors and key stakeholders within the community and Council.
3. Provide direction and support to all sectors of commerce and industry.
4. Networking with other organisations and Councils for a wider perspective of the job scope

Report Writing, Grant Submissions and Budget Management

1. Provide reports to Council to support delivery of programs and services as well as providing accurate information for management decisions
2. Monitor opportunities and prepare applications for grants and other funding to assist Council's endeavours in the areas of economic development
3. Compilation of recommendations for funded projects, statistical reports and program evaluations
4. Preparation of regional program information with current and correct details
5. Preparation and management of income and expenditure budgets within stated limits to ensure efficient and effective use of resources

General Accountabilities:

1. Develop and promote a positive image of the Shire, the Council and the community
2. Minimise Council's exposure to risk
3. Ensure consistent delivery of the highest level of customer service
4. Ensure effective communication within the Council and the community

WALGETT SHIRE COUNCIL
Position Description of: Economic Development Officer

5. Development of an environment that values and rewards integrity, trust and innovation
6. Ensure documented policies, code of practice and processes are in place and adhered to by all staff
7. Work within budget constraints applicable to the position
8. Maintain confidentiality of all Council operations
9. Perform other duties as directed within the skill range of the employee

Essential Criteria:

1. Qualifications at TAFE Certificate Level or higher and preferably in a business discipline such as Business Management, Economics, Marketing or relevant field
2. Demonstrated proven experience with regional issues, particularly economic development
3. Proven ability for strong marketing flair with a sound understanding of the political environment in which local government operates
4. Demonstrated ability to develop partnerships with the community, local businesses, government agencies, organisations and other industries
5. Good organisational skills with the ability to exercise judgement, meet deadlines and prioritise work
6. Demonstrate strong interpersonal and team skills with emphasis on strong interaction skills to a diverse range of people
7. Demonstrate commitment to high level customer service, communication skills and demonstrated negotiation competency
8. Demonstrated ability to address functions and forums.
9. Ability to research, develop reports, carry out business analyses and plans
10. Ability to provide accurate reports on revenue and expenditure relating to programs and projects
11. Ability to participate in a community approach to the Shire's Economic Strategic Plan
12. Awareness and understanding of EEO principles and OHS policy and procedures
13. Ability to work within Council's Code of Conduct
14. A current NSW Class "C" Driver's Licence

Desirable Criteria:

1. Knowledge of relevant Local Government policies and legislation and Walgett Shire Council's procedures and guidelines
2. Demonstrated record of achieving results in the facilitation of investments and business growth within the local communities.
3. Experience working with communities in the implementation of community support programs
4. Possess a sound understanding of issues relating to economic and business development at a regional and local level

WALGETT SHIRE COUNCIL
Position Description of: Aboriginal Liaison Officer

Position Title: Aboriginal Liaison Officer

Department: Corporate Services

Reports Directly To: Manager Corporate Services

Staff Directly Controlled: Nil

Grade:

Present Incumbent:

Commencement Date:

Location of Work Place: Administration Office, Walgett

Objective:

The position has the prime strategic role to develop and foster effective relationships between Walgett Shire Council and the local Aboriginal communities and achieve the following outcomes including but not limited to:

- Promote access by Aboriginal people to Council services and facilities.
- Provide input into cross cultural awareness training within Council.
- Participate in the development, monitoring and review of an Aboriginal Employment program.
- In Partnership with the Aboriginal communities and Aboriginal Organisations/Groups, develop strategies to address identified needs/issues

Responsibilities:

Policy and Planning

1. Program and implement a strategic plan incorporating Aboriginal needs, issues and opportunities within the community
2. Ensure all relevant policy procedures are adopted and adhered to
3. Ensure all activities and expenditure are within the management plan
4. Provide business reports to Council as required
5. Represent the Council at Aboriginal development function and forums.
6. Act as a central point of contact for Aboriginal development inquiries

Programs and Services

1. Identify feasible and practical initiatives for Council to support local and regional Aboriginal development
2. Develop, coordinate and promote programs for the community, local businesses and other organisations / industries relating to Aboriginal development
3. Develop guidelines and procedures for the implementation of program strategies
4. Promote, value and enhance Aboriginal heritage and culture within the Walgett Shire Council for tourism

WALGETT SHIRE COUNCIL
Position Description of: Aboriginal Liaison Officer

5. Assist with the provision of training within Council on Aboriginal heritage, culture and other relevant issues.
6. Promote the availability and use of Council services and facilities to Aboriginal communities.
7. Provide guidance and mentoring to Aboriginal staff or potential staff about employment related issues.
8. Participate in careers advice to local aboriginal students about Council and local government careers in general.
9. Develop and conduct education programs to raise public awareness and support for aboriginal development.

Liaison and Networking

1. Build and foster relationships with key stakeholders, local businesses, police, Aboriginal organisations, schools and the community to help develop, implement and promote Aboriginal development
2. Consult and Promote effective communication between Council and local Aboriginal communities on relevant issues
3. Networking with other organisations and Councils for a wider perspective of the job scope

Report Writing, Grant Submissions and Budget Management

1. Provide reports to Council to support delivery of programs and services as well as providing accurate information for management decisions
2. Monitor opportunities and prepare applications for grants and other funding to assist Council's endeavours in the areas of Aboriginal projects/development
3. Compilation of recommendations for funded projects, statistical reports and program evaluations
4. Preparation of regional program information with current and correct details
5. Preparation and management of income and expenditure budgets within stated limits to ensure efficient and effective use of resources

General Accountabilities:

1. Develop and promote a positive image of the Shire, the Council and the community
2. Minimise Council's exposure to risk ensuring all information and advice provided covers both the needs of the Aboriginal communities and the needs of the Council.
3. Ensure consistent delivery of the highest level of customer service
4. Ensure effective communication within the Council and the community
5. Ensure that community development programs are implemented in accordance with Council's policies procedures and code of conduct.
6. Development of an environment that values and rewards integrity, trust and innovation
7. Ensure documented policies, code of practice and processes are in place to provide all services.
8. Work within budget constraints applicable to the position
9. Ensure that records are maintained in a timely and accurate manner.
10. Perform other duties as directed within the skill range of the employee

WALGETT SHIRE COUNCIL
Position Description of: Aboriginal Liaison Officer

Essential Criteria:

1. Qualifications at TAFE Certificate Level or higher and preferably in a business discipline such as Business Management, Economics, Marketing or relevant field
2. Demonstrated knowledge and understanding of Aboriginal heritage, culture and issues within the Walgett Shire
3. Demonstrated ability to develop partnerships with the community, local businesses, government agencies, organisations and other industries
4. Good organisational skills with the ability to exercise judgement, meet deadlines and prioritise work
5. Demonstrate strong interpersonal and team skills with emphasis on strong interaction skills to a diverse range of people
6. Demonstrate commitment to high level customer service, communication skills and demonstrated negotiation/mediation competency
7. Ability to research, develop reports and address forums on individual plans and projects.
8. Ability to provide accurate reports on revenue and expenditure relating to programs and projects
9. Ability to seek funding opportunities, prepare grant applications and secure funding for individual plans/projects.
10. Ability to take, accept and implement Council and management decisions
11. Awareness and understanding of EEO principles and OHS policy and procedures
12. Ability to work within Council's Code of Conduct
13. A current NSW Class "C" Driver's Licence

Desirable Criteria:

1. Knowledge of relevant Local Government policies and legislation and Walgett Shire Council's procedures and guidelines

POSITION DESCRIPTION

1. POSITION DETAILS

Title: GEOGRAPHIC INFORMATION SYSTEM (GIS) CO-ORDINATOR

Section: Planning & Regulation

Reports to: Manager – Planning & Regulation

Positions reporting to this position: None

Grade: ?

2. POSITION PURPOSE

The primary role of this position is to develop, implement and maintain a geographic information system within Walgett Shire Council. The GIS Coordinator is responsible for managing all facets of GIS/database development and management, including updating the cadastre and ensuring data integrity and map production. The position reports to the Manager Planning & Regulation.

3. MAJOR ROLE AND CHALLENGES OF THE POSITION

The major challenges for the position of GIS Coordinator are to:

- Provide an appropriate level of accountability through the development and management of spatial and aspatial information in a structured framework.
- Develop and implement data capture standards and procedures for processes such as property validation and linking with current initiatives throughout Council.
- Develop awareness, education, and progression as well as to demonstrate GIS services that will improve the development of GIS within Council.
- Provide a GIS helpdesk service for all facets of GIS.
- Preparation of reports and strategies to management, the executives and other members of Council.
- Other relevant GIS, planning and implementation tasks required.
- Ensure all policies and practices comply with EEO and OH&S legislation, in accordance with agreed Local Government policy.

4. OH&S RESPONSIBILITIES

The incumbent has the authority to take any reasonable steps to ensure that the smooth flow of operations is maintained providing the actions are consistent with the responsibilities of the position and subject to any limitations, corporate policies, procedures or safe work method statements.

The OH&S responsibilities of the position are to:

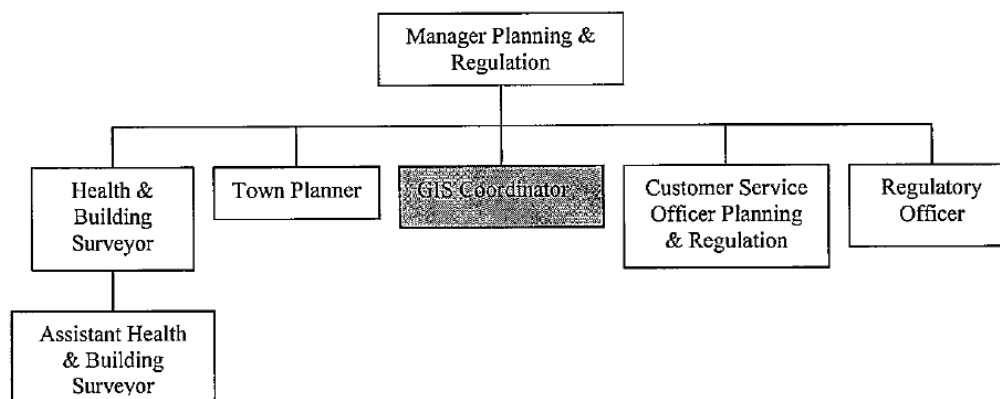
- Carry out duties in a manner that does not adversely affect their own health, safety and welfare or that of fellow workers or members of the public.
- Cooperate with measures introduced by Council in the interests of workplace health, safety and welfare.
- Undertake any training provided in relation to occupational health and safety and correctly use any information, training and personal protective equipment and safety devices provided.

- Immediately report any matters or any condition that threatens their safety, the safety of fellow workers or members of the public to their relevant supervisor.
- Take, where necessary, immediate corrective action where there is a threat to health and safety. Further, report and document any corrective action that may be necessary to supervisory staff.
- Take all reasonable measures at all times to ensure safe working procedures and correctly use any personal protective equipment applicable to the task to be carried out.

5. KEY ACCOUNTABILITIES

- Maintain an effective and efficient GIS computing environment.
- Update spatial and aspatial databases.
- Develop and maintain rural and urban addressing in accordance with Australian Standards. This will include overseeing the “on the ground” implementation of rural and urban addressing standards.
- Design, develop and implement GIS applications as required.
- Develop new systems and link with other databases.
- Develop and maintain the cadastral base incorporating regular updates from Department of Lands/Land Titles Office and updated survey data.
- Prepare end-user training material and standard operating procedures.
- Participate in continuous team improvement programs.
- Manage and supervise contractors.
- Prepare/review GIS strategies and policies.
- Manage projects and ensure timely completion.
- Prepare meetings, presentations, reports and respond to letters.
- Manage GIS Budget and provide financial and project planning strategies and reviews for budget preparation.
- Undertake research and analysis and advice the council accordingly.
- Provide highest level of service including helpdesk to internal and external customers.
- Develop/implement management systems.
- Improve organisational effectiveness and efficiencies including service delivery to residents.
- Ensure organisational and legislative requirements and goals are met.

6. ORGANISATIONAL RELATIONSHIPS



7. ESSENTIAL CRITERIA

- Willingness to obtain Tertiary qualifications in a GIS discipline that are acceptable to Council.
- Excellent reporting, project management and communication skills.
- Demonstrated well-developed strategic and business planning skills.
- Demonstrated problem solving skills and initiative including the ability to respond effectively to change.
- Demonstrated ability to work effectively across multidisciplinary teams and sections to deliver desired co-ordinated outcomes.
- Highly motivated and capable of working with minimal supervision.
- Commitment to EEO, OH&S and Cultural Diversity principles.

8. DESIRABLE CRITERIA

- Demonstrated understanding of MapInfo professional, or a similar, GIS application.
- Demonstrated understanding of the NSW land tenure system.
- GIS project experience in a Local Government environment.
- Knowledge of Civica Authority or other corporate database systems.
- Ability to provide GIS helpdesk services.
- Knowledge of CAD and graphics software.
- Knowledge of database design and reporting capabilities.
- Knowledge of SQL or similar data extraction methods.

Approval Of Position Description:

- This position description has been reviewed and accurately describes the job.
- Job qualifications are relevant to the position.
- If changes are required to be made to your position description, please contact the Human Resources Manager for advice on alterations.

General Manager:

Date:

Position Holder:

Date:

WALGETT SHIRE COUNCIL
Position Description of: Customer Service Officer (Lands)

Position Title: Customer Service Officer (Lands)

Department: Engineering

Reports Directly To: Assets Officer

Grade:

Present Incumbent:

Commencement Date:

Location of Work Place: Council Chambers

Objective:

To provide quality customer service to internal and external customers of Walgett Shire Council. To provide administrative functions including the provision of technical information to the Assets Officer whilst simultaneously promoting a positive, friendly and responsive image of Council at all times.

- To provide assistance and relief to the Asset Officer

Responsibilities:

1. Various administrative tasks, including the preparation and maintenance of spreadsheet data, correspondence, reports, agenda, minutes, purchase orders.
2. To act as the booking agent for all bookings of Council facilities within the shire
3. Maintain financial reports of Reserve trust ledger and balancing of the bond account
4. Research the issues relating to reserve trusts and prepare reports for meetings
5. Liaise with Assets Officer on all correspondence relating to reserve trusts
6. Liaise with relevant organisations on trust matters and provide advice to the reserve trust secretary on matters
7. Assist in the preparation of management plans for community and crown land under the Local Government Act 1993 and Crown Lands Act 1989
8. Scan the environment for grant opportunities for Council and its operations
9. Act in the position of the reserve trust secretary as required

General Accountabilities:

1. Develop and promote a positive image of the Shire, the Council and the community
2. Minimise Council's exposure to risk.
3. Ensure consistent delivery of the highest level of customer service
4. Deliver agreed outcomes, on time and in accordance with best practice principles
5. Assist with the development of an organization environment that values and rewards integrity, trust and innovation
6. Ensure effective communication of relevant corporate decisions, policies and directions to reserve trust members.
7. Maintain confidentiality of all Council operations

WALGETT SHIRE COUNCIL
Position Description of: Customer Service Officer (Lands)

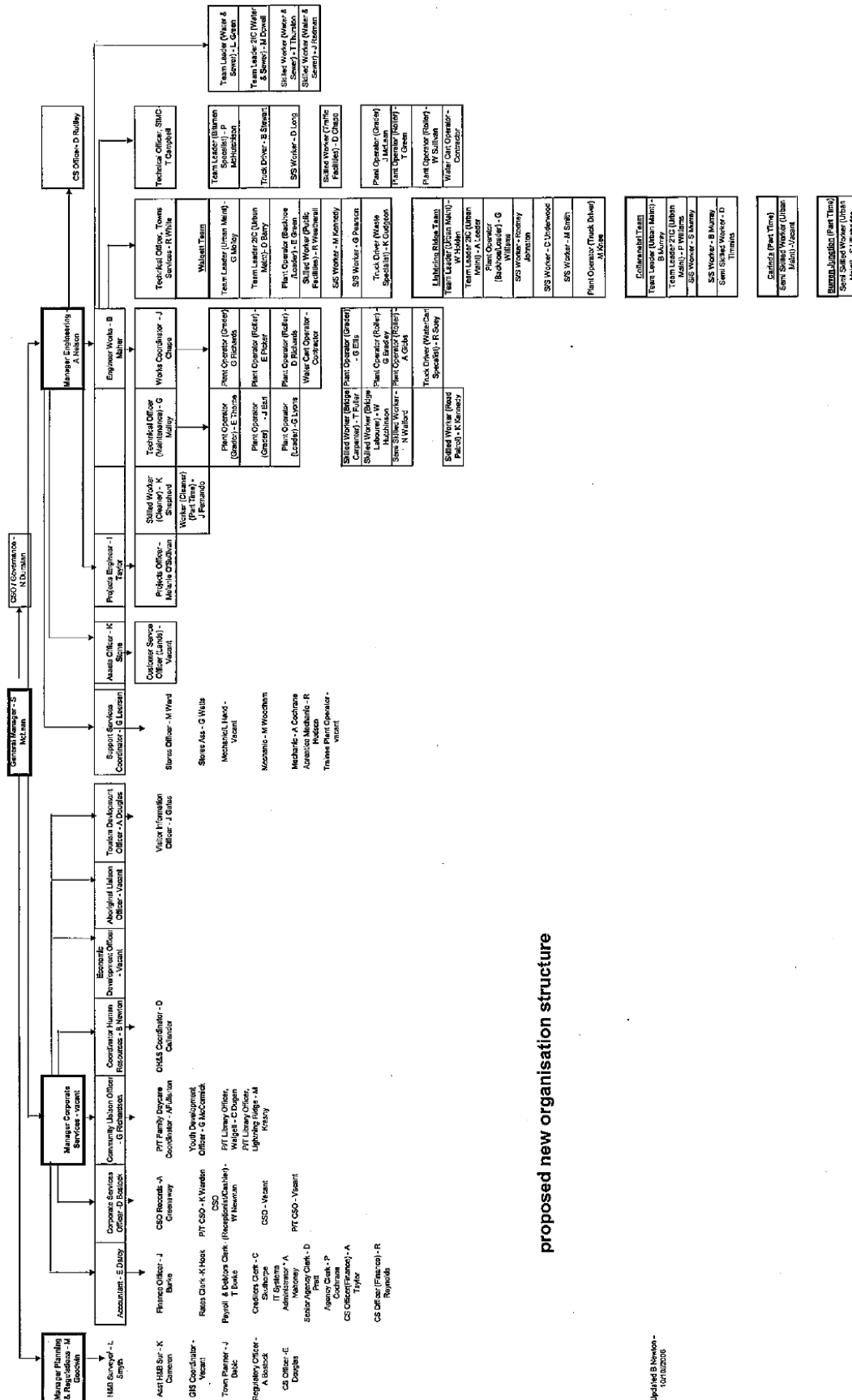
8. Perform other duties as directed within the skill level of the employee

Essential Criteria:

1. A sound knowledge of the collection, processing and analysis of data
2. Demonstrated ability to plan project functions such as outcome and sequence planning, cost control and management
3. Sound working knowledge of computer spreadsheets, databases and word processing
4. Excellent organisational skills and ability to meet deadlines
5. Demonstrated ability to plan and prioritise work within agreed timeframes
6. Demonstrated ability to work autonomously as well as part of a team
7. Excellent written and communication skills
8. Ability to provide accurate reports on revenue and expenditure relating to programs and projects
9. Awareness and understanding of EEO principles and OHS policy and procedures
10. Ability to work within Council's Code of Conduct
11. A current NSW Class "C" Driver's Licence

Desirable Criteria:

1. Qualification at Tafe certificate level or higher in Business administration or a relevant field.
2. Knowledge of Council Policies and Procedures, Local Government Act 1993 and other relevant legislation
3. Demonstrated experience, reflected in a proven record of successful outcomes, in sourcing grant funding
4. Knowledge of the Crown Lands Act 1989 (NSW)
5. Knowledge of Council's computer finance software "Authority"
6. Knowledge of Mapinfo computer software



proposed new organisation structure

MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 8

Subject: BAC Rugby League Walgett Incorporated – Request for Sponsorship

Author: Emma Darcy – Acting Manager Corporate Services

File No: 180/08/00/00

Summary:

BAC Rugby League Walgett Inc. has requested \$2,000 (excluding GST) to assist its team which will participate in the 2006 Aboriginal Rugby League Knockout in Sydney over the October Long weekend.

Comments (including issues and background):

Since 1971 an Aboriginal rugby league knockout competition has been conducted each year over the October long weekend. BAC Rugby League Walgett Inc are seeking support from Walgett Shire Council to enable a team of 25 (twenty five) young men who either reside in Walgett or who have an affiliation with the community through family, to participate.

BAC Rugby League Walgett Inc. has participated in this event since its inception and has been successful in winning the event on three occasions. The carnival has been held in Walgett on two occasions.

The participation of this team in the knockout not only provides these young men with the opportunity to participate in a state wide event but also provides the Walgett community exposure through their participation. This event is an alcohol and drug free event.

Relevant Reference Documents:

- Letter from BAC Rugby League Walgett Inc.

Stakeholders:

- BAC Rugby League Walgett Inc.
- Walgett Shire Council

Financial Implications:

Contribution sought is \$2,000 excluding GST. This is to be paid from Section 356 Donations. \$13,000 Mayoral and Deputy Mayoral Allowance to be transferred to Section 356 Donations.

Recommendation:

That \$2,200 (including GST) be paid to BAC Rugby League Walgett Inc to assist in costs to enable team to participate in NSW Aboriginal Knockout.

BAC Rugby League Walgett Inc.

ABN: 22 321 744 289



Attn: Emma Darcy
Walgett Shire Council
Fox Street
WALGETT NSW 2832

I write on behalf of the B.A.C. Rugby League Walgett Incorporated seeking support for an Aboriginal Rugby League team to participate in the 2006 NSW Aboriginal Rugby League Knockout to be held in Sydney over the October long weekend.

Since 1971, a rugby league knockout competition has been conducted each year over the October long weekend. The Knockout brings together teams and their communities from all regional centres and country towns throughout NSW to participate in a football competition.

In 2005 the NSW Aboriginal Knockout was held in Sydney over three days, 1 to 3 October. It attracted in excess of 15,000 people during the course of the event. This large number involved players, supporters and the general community. The large numbers of participants is mainly due to the community environment and atmosphere that has developed around the Knockout over the years. The Knockout is an alcohol and drug free event. Many Indigenous communities see the Knockout as an opportunity to get together in a friendly environment. It is reportedly the largest rugby league carnival in the southern hemisphere.

B.A.C. Rugby League Walgett Incorporated has been participating in the Knockout since its inception. We have been successful in winning the title on three occasions and have hosted it in Walgett on two occasions. In 2002 the team was successful in winning the repechage final. Winning this event remains one of the most coveted titles for Aboriginal sporting teams.

Again this year there will be a group of 25 young men representing B.A.C. Rugby League Walgett Incorporated who either reside in Walgett or who have moved away but still have an affiliation with the community through family. Participation in the event provides both benefits to these young men, as well as the exposure the community receives through the efforts of this team. Due to the competitiveness of the team, we regularly do well in the competition and are a very respected group amongst other competitors.

If you would like to discuss the event further, please do not hesitate to contact me on 0412 970 293.

Yours sincerely,

Mark deWeerd
Team Manager

Please forward all correspondence to PO Box 887, DUBBO NSW 2830

MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 9

Subject: Lightning Ridge Pre School – Request for Funding

Author: Emma Darcy – Acting Manager Corporate Services

File No: 180/08/00/00

Summary:

Lightning Ridge Pre School are seeking a contribution of up to \$15,000 to fund a Project Management Consultant to develop a business plan for a new building for Lightning Ridge Preschool.

Comments (including issues and background):

Lightning Ridge currently has two early childhood providers - Little Diggers Child Care Centre which is privately owned and Lightning Ridge Pre School which is Department of Community Services (DOCS) funded. The DOCS funded preschool has a number of factors influencing the need for redirection in the delivery of its service. These factors include:

1. Insufficient core funding.
2. Inadequate and inappropriate built facilities for service delivery and demand.
3. Limited Placements for Children.
4. Prohibitive cost for parents to send their children to preschool.
5. Community Management Model – pre school currently managed by volunteer committee.

The School Lightning Ridge Pre School are seeking funds to develop a business plan to develop and plan for a new building that will house a larger and improved preschool.

A Project Management Consultancy group are prepared to develop a business plan for this facility for \$15,000. This plan is required to be finalised by October 2006 in order for the preschool to be able to apply for an operational subsidy, fee relief, service analysis and business development grant offered by Department of Community Services.

SHIRE OF WALGETT – AGENDA

The Pre School is currently in consultation with Department of Education Sciences and Training (DEST) as the lead agency in the COAG trial for this area. A meeting will be facilitated between Department of Education and Training (DET), Department of Community Services (DOCS) and Family and Community Services and Indigenous Affairs (FACSIA) to discuss a proposed model.

Relevant Reference Documents:

- Letter from Lightning Ridge/Goodooga Community Facilitator
- Information on Lightning Ridge Pre School

Stakeholders:

- Lightning Ridge Pre School
- Walgett Shire Council
- Department of Community Services
- Department of Education Science and Training
- Department of Education and Training
- Family and Community Services and Indigenous Affairs

Financial Implications:

Contribution sought is \$15,000 excluding GST. \$7,500 is to be paid from Section 356 Donations.

Recommendation:

That \$8,250 (including GST) be paid to Lightning Ridge Pre School to assist in the development of a Business Plan for a new building.

Lightning Ridge/Goodooga Community Facilitator

Po Box 796, Lightning Ridge NSW 2834

Ph/fax: 02 6829 1888...Mobile: 0428638494...email: lrg_cf@bigpond.net.au

Vic Smith
Administrator
Walgett Shire Council
cc
Stephen Mclean
General Manager
Walgett Shire Council

21.09.06

Dear Vic and Stephen,

Thank you for taking the time to discuss the priority projects for the Lightning Ridge Community Working Party with you today, I appreciate your time, advice and support and look forward to working with you both during the next 2 years.

I write in reference specifically to the issue of the Lightning Ridge Preschool and their need to find immediate funds to develop a business plan. The Preschool are seeking to develop a long term partnership with key stakeholders and are planning for a new building that will house a larger and greatly improved Preschool service.

As I discussed with you, the previous Administrator had committed Council to assist the Lightning Ridge Preschool in the development of a business plan, however this was not completed before the Administration changed.

GHD, a Project Management Consultancy that works closely with the Lightning Ridge Community Working Party, have indicated that they are prepared to develop the Business Plan and are able to commence immediately, however the approximate cost to complete the project is in the vicinity of \$15,000.

Our timeframe is limited and the Lightning Ridge Preschool require the plan to be completed mid October due to the Department of Community Services grant round for operational subsidy, fee relief, service analysis and business development and capital works closes on 30th October 2006 and the Preschool Committee wish to apply under this funding round.

We would appreciate Council's support to undertake and complete the business plan and are seeking a contribution of up to \$15,000 to fund the Plan.

The Lightning Ridge Preschool Committee is currently in consultation with Mark DeWeerd from the Department of Education Science and Training (DEST) as the lead agency in the COAG trial for this area. He has undertaken to facilitate a meeting between the President of the Preschool Committee, the Department of Education and Training (DET), Department of Community Services (DOCS) and Family and Community Services and Indigenous Affairs (FACSIA) within the next 2-3 weeks to discuss a proposed model.

For your information, I have attached background information for the Lightning Ridge Preschool.

Once again, thank you for your support and I look forward to hearing from you soon.

Yours Sincerely,



REBEL BLACK

Lightning Ridge Preschool

Background

In the 2006/7 budget the NSW Government made a commitment that every four-year-old in NSW will have access to a quality preschool program. Within the Preschool Investment and Reform Plan they made a significant commitment to strengthening and expanding the preschool services available with a total investment over four years of \$85 million (*see attachment #1 Moving Forward on Preschool Funding in NSW*)

This reform has provided the community of Lightning Ridge with the platform to advocate for change to their current unsustainable model for the delivery of Preschool services.

There are currently two early childhood providers in Lightning Ridge; the Department Of Community Services (DoCS) funded Lightning Ridge Preschool which is Little Diggers Child Care Centre which is a private enterprise. This submission seeks to advocate for changes to the current DoCS funded Lightning Ridge Preschool only. The project has been made a priority by the Lightning Ridge Community Working Party in their strategic direction in consultation with the Community Facilitator and it was included as a Target Action in the Lightning Ridge Community Action Plan - Target Action 6.2 Education, Skills and Work For all 1) *Access to low cost pre-schooling – (refurbish or provide new facility with additional places at lower cost. Approach the government to provide greater subsidies to parents or the preschool. Improved facilities and improved educational outcomes)* 2) *Employ Aboriginal Early Childhood Workers in LR Preschool and encourage involvement of parents of Aboriginal Children on Preschool Management Committee.*

Current Delivery – Lightning Ridge Preschool

Hours of Operation

The Lightning Ridge Preschool is open 8.30am – 3.30pm five days per week for the preschool program and 3.30pm – 5.30pm for after school care at a cost of \$5 per hour, per child)

Cost of Delivery

It costs approximately \$155,000 per annum to operate the Lightning Ridge Preschool, of which \$80,191 is received from the core funding body DoCS,

The Preschool is licensed to cater for 20 children per day and has a current enrolment of 43 children, with waiting list of 7 children.

The cost for families per child per day ranges between \$11 and \$20 and is income tested.

The Preschool has the policy that no less than half the enrolments in the preschool are to be Indigenous children, Indigenous enrolment is currently 20.

During 2006 the Preschool received additional project funding from the following organisations (note these had no bearing on the core expense of \$155,000)

Staff

The Lightning Ridge Preschool is managed by the volunteer Lightning Ridge Preschool Management Committee and they employ the following staff:

Fulltime Preschool Director,	Liz Eddie
Fulltime Child Care Worker,	Joy Myers
Fulltime Aboriginal Childcare Worker,	Joan Jones (recently increased from 3 days to 5 days per week through funding received through the Schools In Partnership Program) for 12 months only
Part time Community Services Worker (23 hours/week),	Chloe Brown (funded for 12 months only under funding received through the Schools In Partnership Program)

Parents Schools Partnership Initiative Program

The Preschool received \$22,500 to form a partnership with the Lightning Ridge Central School to employ the Community Services Worker and with the Lightning Ridge Bowling Club to use their for courtesy bus to deliver children to and from preschool five days per week at no cost to parents, the funding will pay for the driver and fuel for 12 months.

Schools in Partnerships Program

The Preschool received the following:

- \$33,287.35 towards subsidizing fees (making them free) for all students until December 2006.

- \$5,000 to pay for bus driver and fuel to enable the students participating in the KIM program to be picked up and delivered at no cost to parents.
- \$10,000 towards the salary of the Community Services Worker
- \$6,712.65 for the Aboriginal Childcare worker to be paid fulltime (from 3-5 days) for rest 2006
- The Preschool also received support through the Schools in Partnership Program to implement Kinder Start, an intensive orientation and transition program for children enrolled to attend the Lightning Ridge Central School in 2007 to attend the school for one classroom and playground session per week for 10 weeks.

Current Barriers to Service Delivery

There are a number of factors influencing the need for a redefinition of the current service delivery model for the Lightning Ridge Preschool.

These include:

1. *Insufficient CORE Funding*

Core Funding

The Preschool receives core funding from the Department of Community Services of \$80,191 per annum. Based on 2005 figures for Aboriginal children attending (DETYA funding) the Preschool received \$9029.86. This figure will be significantly inflated due to the increased Indigenous enrolment in late 2006 as a result of full fee subsidization.

Fees

In 2005 fees raised \$29,000.75 and approximately \$5,000 in fees was added as a liability as they were not recovered by the Preschool committee. Fees are kept at a low level (between \$11 and \$20 per day) because the preschool is in direct competition with a private enterprise that receives the Centrelink Childcare benefit. The Lightning Ridge Preschool Committee also makes an active decision to keep fees low so that parents who are on low incomes are able to afford to send their children to preschool. As a result the committee must fundraise to cover the between fees paid and annual operating costs (approximately 25% increase to fees to meet operating costs).

Fundraising

Due to low fee schedule and insufficient core funding, the Preschool Committee must raise in excess of \$20,000 each year to ensure the preschool remains operational.

In 2005 the committee raised \$30,834.03. This resulted from the hard work and dedication from mainly a core group of volunteer parents.

(see attachment #2 *Lightning Ridge Preschool Budget 2005/2006*)

2. *Inadequate and inappropriate built facilities for service delivery and demand*

The Lightning Ridge Preschool is currently housed in an old fibro construct that was the original Lightning Ridge Hospital and was built in 1957. It was moved and re-stumped in its current location in 1978. In early 2006 the building failed to meet DOCS compliance and the Lightning Ridge Preschool Management Committee faced several serious breaches and was given 28 days to make a submission of how they would overcome the breaches. The Preschool was then given until December 2006 to become compliant (see attachment #3 *DOCS letter*).

As a result the committee sought funding from DOCS of \$44,380 for building maintenance including internal and external painting, roof reconstruction and laying new carpet in a small area of the play area.

The Lightning Ridge Preschool Management Committee also received the following **community support** to meet DOCS compliance:

Walgett Shire Council

- Donated brand new hot water system and mixer and parts
- Donated \$2600 towards a new kitchen
- Supplied all materials and labor to build storage in the garage
- Supplied a First Aid kit
- Supplied four meeting chairs
- Supplied resuscitation charts

Community Donation

\$1700 towards new kitchen

Bowling Club Grant

- \$10,938 for storage units in the preschool

SHIRE OF WALGETT – AGENDA

- Supplied a new fridge
LRE Electrical
Donated a new microwave

Despite the facelift the building has undergone there are still several serious issues associated with the building that place the safe delivery of preschool services in serious jeopardy and impose a serious financial concern for the Lightning Ridge Preschool Management Committee. Building issues include: asbestos located in the interior walls of the building, many of the window frames in disrepair and the building requires re-stumping.

According to the Lightning Ridge Preschool Management Committee the DoCS regulations have outgrown the building and as a result preschool services are being insufficiently delivered for many reasons. Above all there is a serious lack of available space. For example the Preschool office is also the Parent Consulting Room and the Staff Room doubles as the Storage Room and the Library. This restriction in available spaces also negatively impacts on the number of children that can be enrolled at the Preschool.

3. *Limited Placements for Children*

According to figures collected by the Greater Western Area Health Service Child and Family Health Worker there are 73 children aged 0-1 years, 70 children aged 1-3 years and 68 children in the 3-5 year age group. The Lightning Ridge Central School estimates that in 2007 there will be 44 children enrolled in Kindergarten.

The Lightning Ridge Preschool has 43 children enrolled in preschool (aged 3-5), 20 of which are Indigenous children. Little Diggers Child Care has 34 children enrolled. It is believed, from these figures, those provided by GWAHS and data currently being collected by the Preschool Community Services Worker, that there is a gap of approximately 20 children who are not receiving a preschool education at all.

The Lightning Ridge Preschool is only licensed to have 20 children in attendance per day (DOCS license is based on square metres of designated play area) Children aged between 3 and 4 spend an average of 2 days per week at the Preschool and those aged between 4 and 5 spend an average of 3 to 4 days per week.

There is a current waiting list of 9 Indigenous students for the Lightning Ridge Preschool. They are also providing an on site service to 9 children in the opal fields through the Community Services Worker.

The size of the Lightning Ridge Preschool building prevents them from increasing their license as does the insufficient funding arrangement. As the ratio of staff to student increases, so does the cost of offering the service and under the current agreement, funding would not increase even if the license was to increase to cater for the actual community demand.

4. *Prohibitive cost for parents to send their children to preschool*

The Lightning Ridge Preschool fees for parents are based on a sliding scale that is income tested. The minimum cost per child per day is \$11 and the maximum cost per child per day is \$20.

According to the Tony Vinson Report (*see attachment #4*) Lightning Ridge has the highest rate of poverty – X% of people on government benefits.

Approximately \$5,000 every year is lost revenue due to parents not paying fees. This situation not only places financial pressure on the Lightning Ridge Preschool Management committee but also means that families who are asked to pay for preschool simply withdraw their children rather than paying fees, thereby denying the child access to the vital preschool experience.

This financial barrier to preschool education was further highlighted as a major issue when in July 2006 the Lightning Ridge Preschool was awarded with funding from the Schools in Partnership Program (SIPS) of which \$33,287.35 paid directly for all preschool fees for five months to the end of 2006. The result was an increase in enrolments from 28 to 43 and increased Indigenous participation by 55 percent (from 9 to 20) and has since meant that there is now a waiting list (7 Indigenous children) for preschool.

For families who live in the opal fields (up to 75km from Lightning Ridge) the cost to bring children into school (as they are not legally allowed to travel on the school bus) is prohibitive, as indicated by the 9 children (and growing in numbers) being accessed by the Community Services Worker on the fields (*see attachment #5 Letter from parents at Grawin*).

5. *Community Management Model*

SHIRE OF WALGETT – AGENDA

The Lightning Ridge Preschool is currently managed by a volunteer Management committee that currently (and unusually) has 9 active members.

President	Dayle Murray
Vice President	Di Holz
Treasurer	Genienne Ellis
Secretary	Rosie Brenton
Assisting Secretary	Tanya Reynolds
Publicity	Kelly Gould
Committee Members –	Yudi Kotru, Amanda Cheal, Kelly Tishler,

The committee members are all parents of children who attend the preschool, approximately 50 per cent of the committee has children who are progressing to school in 2007 and will no longer have children at preschool. More than half are fulltime or part time employed or has their own small business and most have at least one child under 2 years old.

Some committee members are spending up to 15 hours per week voluntarily managing operations and finances due to the financial instability of the organisation.

Under the current arrangement the Management Committee is responsible for the following:

- Fundraising in excess of \$30,000 per annum for CORE OPERATING expenses
- Financial Management (including BAS statements, organising audits and financial reporting of funds, managing fees and ensuring parent compliance)
- Staff Management (including recruitment and retention, organizing training, team meetings, staff reporting, programming, developing enrolment packs, developing and implementing policies and procedures)
- Submission writing for funds
- Meeting compliance requirements and making alterations where necessary for changes

The sustainability of this model relies on the following:

- A continual stream of committed and dedicated parents who are prepared and skilled to undertake the roles outlined previously
- The capacity of the management committee to undertake the roles including stringent compliance and financial and staff management responsibilities
- A committee who has time to manage the day to day operations of the preschool
- Community ability to have more than \$30,000 fundraised out of it for one cause

**MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING
19 OCTOBER 2006**

Item No: 10

Subject: Report on Rates and Charges – 30 September 2006

Author: Katie Hook – Rates Clerk

File No: 180/09/00/00

REPORT ON RATES AND CHARGES - 30 September 2006

	Sep-05	Sep-06
Arrears as at 30 June	1,395,484.94	1,618,773.48
Adjusted Levy	5,516,879.81	6,155,392.91
Interest	7,257.25	23,622.27
Payments	-2,431,073.05	-2,931,699.92
Adjustments	-4,890.81	-26,302.89
Discount	-52,337.99	-59,044.75
Legal Fees	735.22	8,731.00
Total Outstanding	\$ <u><u>4,432,055.37</u></u>	<u><u>4,789,472.10</u></u>

COMPARISON WITH 2005/2006

	Sep-05	Sep-06
Current	3,189,049.44	3,499,625.88
Arrears	912,965.01	933,241.65
Interest	267,846.91	299,587.29
Legals	62,194.01	57,017.28
Total Outstanding	\$ <u><u>4,432,055.37</u></u>	<u><u>4,789,472.10</u></u>

Total YTD Collected

	Sep-05	Sep-06
Collected YTD % of Arrears and Levy	35%	38%
Collected YTD % of Levy	44%	48%

Recommendation:

That the Report on Rates as at 30 September 2006 be received.

MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 11

Subject: Investment Report – 30 September 2006

Author: John Burke – Finance Officer

File No: 180/02/01/00

Summary:

This report summarises the investments of Walgett Shire Council for the month of September 2006.

Comments (including issues and background):

The Investment summary as at 30 September 2006 is as follows:

SHIRE OF WALGETT – AGENDA

INVESTMENTS - CONSOLIDATED

Council investments have been made in accordance with the Local Government Act 1993 No 30, the regulations and council's investment policy

<u>Investment Institution</u>	<u>Type of Investment</u>	<u>Term (days)</u>	<u>Rate %</u>	<u>Ref</u>	<u>Reset Date</u>	<u>Maturity Date</u>	
IMB Ltd	Term Deposit	363	5.91	372/06		06-Mar-07	\$ 500,000.00
Savings & Loans Credit Union	Term Deposit	183	5.90	382/06		11-Oct-06	\$ 500,000.00
Bankwest	Term Deposit	180	6.13	393/06		05-Dec-06	\$ 500,000.00
Bank of Qld	Term Deposit	189	6.06	394/06		19-Dec-06	\$ 500,000.00
Local Govt Financial Services	Term Deposit	154	5.93	386/06		17-Oct-06	\$ 500,000.00
Savings & Loans Credit Union	Term Deposit	195	6.25	398/06		11-Jan-07	\$ 250,000.00
Westpac	Term Deposit	335	5.65	357/05		01-Nov-06	\$ 500,000.00
CBA	Term Deposit	160	5.93	389/06		24-Oct-06	\$ 300,000.00
CBA	Term Deposit	365	5.65	360/05		10-Dec-06	\$ 300,000.00
National	Term Deposit	365	5.63	356/05		30-Nov-06	\$ 500,000.00
Citibank	Term Deposit	91	6.02	399/06		10-Oct-06	\$ 250,000.00
Local Govt Financial Services	Term Deposit	154	6.05	400/06		12-Dec-06	\$ 300,000.00
Westpac	Term Deposit	161	5.88	401/07		16-Jan-07	\$ 300,000.00
Bankwest	Term Deposit	167	6.32	402/07		23-Jan-07	\$ 300,000.00
Bank of Qld	Term Deposit	168	6.43	403/07		30-Jan-07	\$ 250,000.00
Citibank	Term Deposit	169	6.37	404/07		02-Feb-07	\$ 500,000.00
Citibank	Term Deposit	187	6.37	405/07		20-Feb-07	\$ 300,000.00
National	Term Deposit	138	6.07	406/07		02-Jan-07	\$ 300,000.00
Cimminvest (FIIG Securities)	Term Deposit	180	6.20	407/07		13-Feb-07	\$ 500,000.00
ACCU (FIIG Securities)	Term Deposit	200	6.53	408/07		06-Mar-07	\$ 500,000.00
Savings & Loans Credit Union (FIIG Securities)	Term Deposit	193	6.44	409/07		27-Feb-07	\$ 500,000.00
Bankwest	Term Deposit	203	6.40	410/07		13-Mar-07	\$ 500,000.00
Bankwest	Term Deposit	203	6.43	411/07		20-Mar-07	\$ 300,000.00
Suncorp	Term Deposit	203	6.38	412/07		27-Mar-07	\$ 500,000.00
National	Term Deposit	202	6.19	413/07		03-Apr-07	\$ 500,000.00
Citibank	Term Deposit	209	6.37	414/07		10-Apr-07	\$ 500,000.00
CBA	Term Deposit	91	7.50	415/07		16-Dec-06	\$ 500,000.00
Royal Bank Canada	Term Deposit	91	7.70	416/07		16-Dec-06	\$ 500,000.00
IMB Ltd	Term Deposit	203	6.36	417/07		17-Apr-07	\$ 300,000.00
							\$ 11,950,000.00

Recommendation:

That the Investment Report as at 30 September 2006 be received.

MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 12

Subject: Monthly Management Report to 30 September 2006

Author: Emma Darcy – Acting Manager Corporate Services

File No: 180/09/01/00

Summary:

This report presents to Council the quarterly financial review for the period ending 30 September 2006.

Comments (including issues and background):

The quarterly review is a statutory requirement under the Local Government Financial Management Regulation 1999, Part 2 Clause 7 and is an essential aspect of Council's financial management.

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

General Budgetary Position

This review analyses the financial performance of the Council for the first quarter ending 30 September 2006, comparing actual expenditure and revenue against the budget. Council's budgetary position for the quarter ended 30 September 2006 is financially sound. The Budgeted surplus was \$54,707 and at the end of September the surplus based on actual was \$3,374,366.

SHIRE OF WALGETT – AGENDA

The total Variance is summarised as follows:

<u>Management Review as at 30th September 2006</u>					
	Original Budget	YTD Actual	YTD Actual (Committed)	Budget Available Current Year	
Members and Executive Expenditure	(713,329)	(199,920)	(202,435)	(513,409)	28%
Corporate Services Revenue	157,000	1,364	1,364	155,636	1%
Corporate Services Expenditure	(871,865)	(336,467)	(345,266)	(535,398)	39%
Marketing and Promotions Revenue	20,000	4,813	4,813	15,187	24%
Marketing and Promotions Expenditure	(306,098)	(115,364)	(114,932)	(190,734)	38%
Financial Services Revenue	6,626,881	4,648,373	4,648,373	1,978,508	70%
Financial Services Expenditure	(1,298,187)	(471,755)	(480,463)	(826,432)	36%
Governance Revenue	41,500	17,995	17,995	23,505	43%
Governance Expenditure	(429,500)	(124,771)	(124,771)	(304,729)	29%
Community Services Revenue	252,100	14,978	14,978	237,122	6%
Community Services Expenditure	(619,442)	(117,085)	(122,776)	(502,357)	19%
Planning and Regulation Revenue	178,850	15,663	15,663	163,187	9%
Planning and Regulation Expenditure	(864,110)	(203,041)	(202,037)	(661,069)	23%
Engineering Services Revenue	68,000	28,581	28,581	39,419	42%
Engineering Services Expenditure	(492,667)	(91,430)	(91,250)	(401,237)	19%
Council Plant and Properties Revenue	2,281,134	496,544	496,544	1,784,590	22%
Council Plant and Properties Expenditure	(2,145,000)	(936,733)	(1,074,887)	(1,208,267)	44%
Roads and Bridges Revenue	5,895,813	964,381	964,381	4,931,432	16%
Roads and Bridges Expenditure	(5,342,813)	(2,248,033)	(2,155,478)	(3,094,780)	42%
Recreation and Community Assets Revenue	140,000	146,300	146,300	(6,300)	105%
Recreation and Community Assets Expenditure	(2,199,404)	(712,305)	(761,705)	(1,487,099)	32%
Domestic Waste Revenue	751,687	703,903	703,903	47,784	94%
Domestic Waste Expenditure	(693,950)	(139,990)	(181,831)	(553,960)	20%
Public Order and Safety Revenue	46,000	0	0	46,000	0%
Public Order and Safety Expenditure	(213,405)	(35,736)	(36,736)	(177,669)	17%
Water Services Revenue	1,119,528	1,160,263	1,160,263	(40,735)	104%
Water Services Expenditure	(1,241,574)	(198,190)	(198,410)	(1,043,384)	16%
Sewerage Services Revenue	576,450	559,812	559,812	16,638	97%
Sewerage Services Expenditure	(668,892)	(137,961)	(136,639)	(530,931)	21%
	54,707	2,694,189	2,533,354		

Variance of Income Compared to Expenditure			
	Budget YTD	Actual YTD	% of Budget
Income	18,154,943	8,762,970	48%
Expenditure	(18,100,236)	(6,068,781)	34%
Variance	54,707	2,694,189	

SHIRE OF WALGETT – AGENDA

Walgett Shire Council
Operating Statement
For the Period Ending 30th June 2007

	Budget 2006/2007	Sep-06	Dec-06	Mar-07	Jun-07	Total
Income						
General Rates and Levies	- 5,960,346.00	- 6,195,529.23				- 6,195,529.23
Sales of Goods and services	- 2,326,105.00	- 696,206.69				- 696,206.69
Interest	- 510,520.00	- 159,268.25				- 159,268.25
Grants and Subsidies	- 8,650,213.00	- 1,177,992.89				- 1,177,992.89
Other revenue	- 612,759.00	- 533,972.94				- 533,972.94
Profit from Disposal of Assets	- 95,000.00					
Total Revenue	- 18,154,943.00	- 8,762,970.00	-	-	-	- 8,762,970.00
Expenditure						
Superannuation	-	102,946.50				102,946.50
Salaries and wages	5,908,627.00	1,143,274.46				1,143,274.46
Other employee Expenses	-	73,139.92				73,139.92
Materials and Contracts	7,296,854.00	2,492,408.47				2,492,408.47
Interest Expenses	37,409.00	4,810.54				4,810.54
Depreciation	2,294,500.00	577,000.00				577,000.00
Other Expenses	2,562,846.00	1,675,201.69				1,675,201.69
Total Expenditure	18,100,236.00	6,068,781.58	-	-	-	6,068,781.58
	- 54,707.00	- 2,694,188.42	-	-	-	- 2,694,188.42

Members and Executive

- Elections are not anticipated until 27 September 2008. Costs associated with the elections and Councillor expenses total \$132,500.
- Administrator, Vic Smith, was appointed 1 July 2006. Originally Administrator expenses were allocated for a three month period up to 30 September 2006. Additional expenditure of \$30,000 will be anticipated for Travel, Accommodation and incidentals, with costs totalling \$80,000 for 2006/2007.
- To date \$14,050 has been committed to section 356 Donations. Due to Councils ongoing commitment to support community organisations within the Shire funds require to be reallocated. The total Mayoral and Deputy Mayoral Allowance of \$13,000 to be reallocated to Section 356 Expenditure.

Corporate Services

- River Towns Project is currently non operational due to the absence of a Facilitator.
- The full \$15,000 for Legal expenses has been committed due to legal costs incurred during a case relating to the termination of a previous Manager.
- The full contribution of \$100,000 has been committed to Lightning Ridge opal and Fossil Museum.

Marketing and Promotions

- It is proposed to add an Economic Development Officer on the staff structure. The costs for this position are included in the Management Plan 2006-2007. Additional funding will be sought for this position.

Financial Services

- The full amount of rates revenue has been raised this period.
- The first instalment of \$569,184 - Federal Assistance Grant has been received. The Management Plan budgeted for a total entitlement of \$2,241,000 and Council has been advised that the general purpose component for 2006-07 is \$2,275,763.
- All insurance premiums have been finalised for 2006/2007.
- 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. These cost savings have been partly offset by expenditure on a Consultant who was contracted to assist with the preparation of the Financial Reports for 2005/2006.

Community Services

- It is proposed to add an Aboriginal Liaison Officer on the staff structure. This position will be partly funded by Applications for grant funding. It is however at this time recommended that \$35,000 be budgeted for this position.

Planning and Regulations

- Councils' application for a Natural Disaster Mitigation Grant was unsuccessful. As a result there is surplus expenditure of \$30,000 available. It is proposed to commit these funds to Manager Planning and regulation –Salaries and wages to fund a GIS Co-ordinator. It is proposed to adopt this position on Councils Staff Structure. An additional \$8,000 will be required to fund this position to 30 June 2007.
- New South Wales Health has proposed a dog health program and sought Council's assistance (see separate report). This assistance will cost \$6,500.00 in addition to the existing Planning and Regulation budgeted expenditure.

Engineering Services

- Nil Variance to Report

Council Plant and Properties

- All Council Properties Rates have been levied.

Roads and Bridges

- The first instalment of \$367,486 – Federal Assistant Grant has been received. The Management Plan budgeted for a total entitlement of \$1,450,000 and Council has been advised that the local roads component for 2006-07 is \$1,468,446.
- Expenditure is within budgetary constraints.

Recreation and Community Assets

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

Domestic Waste Management

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

Public Order and Safety

- Nil Variance to Report

Water Services

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

Sewer Services

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

Relevant Reference Documents:

- Monthly Management Report for the period ending 30 September 2006.
- Walgett Shire Council Management Plan 2006-07

Stakeholders:

- Walgett Shire Council

Financial Implications:

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

Recommended changes to be made to Council's Budget are as follows:-

1. Reduce Expenditure – Members and Civic – Election Expenses by \$40,000 to nil.
2. Reduce Expenditure – Members and Civic – Mayoral and Deputy Mayoral Allowance by \$13,000 to nil.
3. Increase Expenditure – Members and Civic – WSC Administrator Expenses by \$30,000 to \$80,000.
4. Reduce Expenditure – Members and Civic – Councillor's meeting expenses by \$72,500 to nil.
5. Increase Expenditure – Members and Civic – Section 356 Expenditure by \$13,000 to \$28,000.
6. Reduce Expenditure – Members and Civic – Councillor's Travel and Sustenance by \$7,000 to nil.
7. Increase Revenues – Untied Grants – FAG general Component by \$34,763 to \$2,275,763.
8. Increase Revenue – Roads and Bridges – FAG Roads – by \$18,446 to \$1,468,446.
9. Reduce Manager Planning and Regulations – Rural and Urban Addressing Grant by \$118,000 to nil.
10. Reduce Planning and Regulation – Rural Addressing Project by \$74,000 to nil.
11. Reduce Planning and Regulation – Urban Addressing Project by \$74,000 to nil.
12. Increase Planning and Regulation – Salaries and Wages by \$38,000 to \$391,700.
13. Increase Planning and Regulation by \$6,500.00 for a project titled "Dog Health – New South Wales Health / RSPCA"
13. Increase General Staff – Community Services by \$35,000 to \$100,037.

The additional surplus of \$93,209 will now adjust budgeted surplus to \$147,916

Recommendations:

That Council note the Management Report for the period ending 30 September 2006 and adopt changes as follows;

- 1. Reduce Expenditure – Members and Civic – Election Expenses by \$40,000 to nil.**
- 2. Reduce Expenditure – Members and Civic – Mayoral and Deputy Mayoral Allowance by \$13,000 to nil.**
- 3. Increase Expenditure – Members and Civic – WSC Administrator Expenses by \$30,000 to \$80,000.**
- 4. Reduce Expenditure – Members and Civic – Councillor’s meeting expenses by \$72,500 to nil.**
- 5. Increase Expenditure – Members and Civic – Section 356 Expenditure by \$13,000 to \$28,000.**
- 6. Reduce Expenditure – Members and Civic – Councillor’s Travel and Sustenance by \$7,000 to nil.**
- 7. Increase Revenues – Untied Grants – FAG general Component by \$34,763 to \$2,275,763.**
- 8. Increase Revenue – Roads and Bridges – FAG Roads – by \$18,446 to \$1,468,446.**
- 9. Reduce Manager Planning and Regulations – Rural and Urban Addressing Grant by \$118,000 to nil.**
- 10. Reduce Planning and Regulation – Rural Addressing Project by \$74,000 to nil.**
- 11. Reduce Planning and Regulation – Urban Addressing Project by \$74,000 to nil.**
- 12. Increase Planning and Regulation – Salaries and Wages by \$38,000 to \$391,700.**
- 13. Increase Expenditure – Planning and Regulation by \$6,500.00 for new project “Dog Health – NSW Health / RSPCA”.**
- 14. Increase General Staff – Community Services by \$35,000 to \$100,037.**

MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 13

Subject: Debt Recovery Progress Report

Author: Renee Reynolds – Customer Service Officer - Finance

File No: 180/09/05/00

Summary:

This report provides a current progress report on the Debt Recovery Action undertaken to recover outstanding arrears.

Comments (including issues and background):

The total amount of outstanding rates at 30 June 2006 was \$1,618,000.

Walgett Shire has recently undertaken a number of strategies to reduce these arrears including:-

1. Employment of Customer Services Officer-Finance whose primary role is Debt Recovery on Rates Arrears and General Debtors.
2. A new Debt Recovery Agency was contracted to instigate Debt Recovery on outstanding rates.
3. All ratepayers with outstanding arrears have been formally contacted and advised of councils' intensive Debt Recovery processes.
4. Contractor employed to assist in implementing a Debt Recovery Module within the Authority System.

The above processes have ensured that Councils Debt Recovery Policy has remained constant and as a result \$278,916 in arrears has been recovered to date.

Relevant Reference Documents:

- Rates and Outstanding Charges Trial Balance 30 September 2007.

Stakeholders:

- Walgett Shire Council
- Walgett Shire Ratepayers.

Financial Implications:

As at 27/9/06, Walgett Shire Council has received a total of \$278,916.16 in outstanding rates arrears, being 17% of total outstanding arrears as at 30 June 2006.

Recommendation:

That Council note the Debt Recovery Progress Report for the period ending 30 September 2006.

MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 14

Subject: Write Off of Outstanding Arrears - Assessments Numbers: 693 and 692

Author: Renee Reynolds – Customer Service Officer - Finance

File No: 180/09/00/00

Summary:

This report recommends that an amount of \$2,615.70 relating to Assessment numbers 693 and 692 be written off.

Comments (including issues and background):

In February 2003, an amalgamation request was supplied to Walgett Shire Council by the relevant ratepayer/s of assessments 693 and 692. An amalgamation request is not the responsibility of Council but in this instance it appears that the request was actually supplied to Council and the relevant information was not forwarded to Valuer General, Land and Property Information.

Local Government (Rates and Charges) Regulation 1999 Section 35-220 (4)(a) states that rates and charges can be written off by resolution of the Council if there is an error in the assessment. In this instance the Ratepayer has been charged for an additional assessment that would otherwise have been amalgamated had the correct information been forwarded to the Valuer General.

Despite numerous objections from the ratepayer/s regarding the correct rates and charges levied for these two assessments, all rates and charges raised for the previous three years were subsequently paid.

The two properties were amalgamated on 7 December 2005.

As there were substantial delays in processing and forwarding the required documents the ratepayer is requesting that all monies paid to the now historical assessment (Assessment 693) be credited to the remaining assessment (Assessment 692). The total value of these payments is \$2,615.70.

Relevant Reference Documents:

- Local Government Act 1993 Section 607
- Local Government (Rates and Charges) Regulation 1999 Section 35-220 (4)(a)

Stakeholders:

- Relevant Ratepayer/s of Assessment 693 and 692
- Walgett Shire Council

Financial Implications:

Write off of the amount of \$2,615.70 relating to 2003, 2004 and 2005. This write off will have a nil effect on the 2007 Financial year profit as the write off will be applied against the Provision for Doubtful Debts.

Recommendation:

That Walgett Shire Council resolve to write off the amount of \$2,615.70 on Assessment 693 and transfer this as a credit to Assessment 692.

MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 15

Subject: Black Raven Pty Ltd (In Liquidation) - Assessment 2696

Author: Renee Reynolds – Customer Service Officer - Finance

File No: 180/09/05/00

Summary:

Council has been advised by Nicolls and Co Chartered Accountants that 'Black Raven Pty Ltd' (In Liquidation) has been deregistered and that there was no distribution made to creditors. They have advised that any outstanding Debts should be written off.

Comments (including issues and background):

Council is currently addressing all Assessments with outstanding rates. During this process Council has been advised that Black Raven Pty Ltd(In Liquidation) has been deregistered and no distribution was made available to Creditors.

As the land was a Mining Purpose Lease, Walgett Shire Council has no option to sell the land for unpaid rates. Due to the likelihood that this debt will not be recovered, it has been advised by Nicholls and Co to write off any outstanding debts.

Local Government (Rates and Charges) Regulation 1999 Section 35-220 (4)(b) states that rates and charges can be written off by resolution if the debt is not lawfully recoverable.

Relevant Reference Documents:

- Property File 2696
- Nicholls and Co Chartered Accountants-Correspondence dated 28/9/06

Stakeholders:

- Walgett Shire Council

Financial Implications:

An amount of \$2,730.65 to be written off against Provision for Doubtful Debts. This has a nil effect on the Profit for 2006/07.

Recommendations:

- 1. That Council write off an amount of \$2,730.65 relating to Assessment 2696 under Section 603 of the *Local Government Act 1993*.**
- 2. That Council classify Assessment 2696 as non rateable until further advice by Department of Natural Resources .**

MANAGER CORPORATE SERVICES REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 16

Subject: Community Services Activities

Author: Gai Richardson – Community Liaison Officer

File No:

Summary:

This report provides a summary of issues and activities in the community service section of Council

Comments (including issues and background):

Youth Activities

A new Youth Development Officer has commenced with Council and has travelled to all youth and vacation care centres to meet with staff. Relevant programs and activities will be developed by the Youth Development Officer for each centre. As Council has a partnership with the Department of Sport and Recreation, the Youth Development Officer is assisting the Sport and Recreation Officer with school holiday activities these holidays.

Walgett Youth Centre, which has been closed due to staffing issues, should be re-opened within the next two weeks – pending the appointment of suitable staff.

Lightning Ridge Youth Centre currently has very low attendance rates. The Youth Development Officer will work with staff to address issues such as the maintenance of the yard and to encourage more children to attend.

The Collarenebri Youth Centre has very constant numbers and is used very much as an after school care centre and has good staff who participate in activities with the children who attend.

All centres need access to on going supplies of resources for craft and other activities.

Family Day Care

A co-ordinator has been appointed and has undergone training from the acting co-ordinator. Similar to all other areas in the State, Walgett Shire Family Day Care has chronic difficulties in recruiting new carers in all towns. There are waiting lists for childcare in each town. Lack of appropriate childcare, when needed, is an ongoing issue when recruiting staff for most employers throughout the Shire.

Mobile PCYC Van Activities

These are proving very popular with between 60 and 90 children in attendance at most activities which are held every second Thursday and Friday afternoons. These activities have been held at the Walgett High School Multi Purpose Hall and No. 1 Oval. Due to the closure of the ovals for 3 weeks for maintenance, the PCYC activities have been held in Grey Park, with the Swimming Pool also as a venue now it is open. There is still a shortage of volunteers. The Youth Sub Committee has developed a roster of volunteers which it hopes may alleviate this problem. The van will be visiting Goodooga on Thursday 12 October and Collarenebri on Friday 13 October, 2006 where it will park outside the Collarenebri Youth Centre and the Council youth workers will assist with the activities.

Youth off the Streets

Jayne Power, Deputy Director of Services visited Walgett during the week of 25-29 September and met with relevant stakeholders to further discuss the options of YOTS coming to Walgett to provide ongoing programs for the youth. She indicated that YOTS have 2 trained youth workers who are interested in coming to Walgett to work with the youth. She will be contacting Council for further discussion on this in the future.

Libraries

Deposit Stations.

A new deposit station has been set up in the Carinda General Store. A second deposit station is to be set up in the Burren Junction Post Office. These will receive their book exchanges from the Walgett library. Volunteers will keep the shelves tidy and assist with the packing of books for exchanges for the deposit stations.

Collarenebri currently has a deposit station that has exchanges from Northern Regional Library every 6 months. Due to community requests, we are discussing with Northern regional Library staff the options to provide more frequent exchanges for Collarenebri. The Northern Regional Library Manager is to confirm whether the Angledool deposit station, which receives an exchange once per year from Northern Regional Library and is situated in a caravan on Angledool Station, is included as a Walgett Deposit station (as it is in Walgett Shire) or a Brewarrina Deposit station as is claimed by the owner of Angledool Station.

At the recent Northern Regional Library meeting in Warialda, Walgett Shire Council were congratulated on the establishment of deposit stations as being a very cost effective method for library service provision in smaller villages in the Local Government Areas.

The Lightning Ridge Library has recently been upgraded with the re-positioning of shelving and furniture to make the library more open and user friendly and all old books being removed from the shelves. The library officer at Lightning Ridge has been advised that she is not to accept any more donated books unless they are in excellent condition and then they are to be forwarded to Northern Regional Library for coding. Ongoing issues occur at the Lightning Ridge library with members of the general public wanting to use the IT as an Internet Café or CTC. Lightning Ridge currently has a commercial CTC which is available for general public use.

Walgett Library hosts regular children's reading activities with the Family Day Care and Koolyingarra Pre School and participates with local schools for any reading promotions and activities that occur

Health

Council is involved in ongoing community forums and planning strategies for the improvement of health throughout the Shire. The recruitment of appropriately trained staff to the relevant health services is an on going issue as is the lack of suitable accommodation and available childcare.

Community Facilitator

Met with Gilbert Nolan and welcomed him to this position

Stakeholders:

- Walgett Shire Council
- Walgett Shire ratepayers and residents

Recommendation:

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

**MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL
MEETING 19 OCTOBER 2006**

Item No: 17

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 September 2006.

DA	DEVELOPMENT	DECISION	DATE	LAND (lot/sec/DP)	LOCATION	ZONING
2006025	Granny flat	Approved	27-Sep-2006	110//45077	Lightning Ridge	2. Village

CDC	DEVELOPMENT	DECISION	DATE	LAND (lot/sec/DP)	LOCATION	ZONING
2006028	Dwelling	Approved	12-Sep-06	36//803512	Lightning Ridge	2. Village
2006030	Install second hand transportable shed	Approved	28-Sep-06	29/33/39545	Lightning Ridge	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 September 2006.

MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 18

Subject: Draft Local Orders Policy

Author: Matthew Goodwin – Manager Planning and Regulations

File No: 275/06/00/00

Summary:

Recently the Draft Walgett Shire Council Local Orders Policy was placed on public exhibition. It is recommended that Council adopt an amended version of the policy after considering the public submissions received.

Comments (including issues and background):

A LOP is a statutory policy established under Chapter 7 of the Local Government Act 1993 (LGA) which supplements the Act and the Local Government (General) Regulation 2005. The LOP specifies the criteria which the Council must take into consideration when determining whether or not to give an order under Section 124 of the LGA.

At a meeting held on 20 July 2006 Walgett Shire Council resolved to publicly exhibit the draft Walgett Shire Council Local Orders Policy (LOP). Advertisements were placed in local newspapers giving notice that the policy was on exhibition and inviting written submissions up to the close of business on 11th September 2006. Four submissions were received and they are reproduced at the end of this report.

The following processes must be undertaken if Council wishes to proceed with the adoption of the LOP:

1. After considering all submissions received, the Council may decide to amend, adopt without amendment, or not to adopt the LOP (LGA S.161(1)).
2. If the amendments are not substantial in the Council's opinion, then it may adopt the amended LOP without further public exhibition (LGA S.161(2)).
3. If the amendments are substantial, then the LOP must be publicly exhibited once more in accordance with the LGA, as described above (LGA S.161(2)).
4. The council must give public notice of the adoption of a LOP (LGA S.166).

Consideration of submissions:

Core issues raised by the submissions are dealt with in the table below.

SUGGESTION	COMMENTS
<p>(A) That the policy should not be applied to whole Shire, only towns and villages (p. 4 of Draft LOP).</p> <p>Walgett Showground and racecourse reserve should also be excluded from policy</p>	<p>Many of the orders and criteria for consideration are relevant to all areas of the Shire. This includes:</p> <ul style="list-style-type: none"> • Buildings or temporary structures used as a place of public entertainment. • Camping grounds and caravan parks. • Water and sewerage supply systems. • Identification of premises by street or rural addressing numbers. • An activity that is a threat to public health or safety that is not regulated or controlled under any other act by a public authority. <p>Prior to issuing any order, its appropriateness in a given setting must be considered, along with whether it should be issued to the landowner, occupier or another party.</p> <p>In the above context it would not be appropriate to exclude the policy from applying in rural or reserve areas.</p>
<p>(B) If suggestion (A) is not adopted then <i>"any reference to animals or birds should not apply to any rural areas or show ground race course reserves"</i>.</p>	<p>Prior to issuing any order, the setting must be considered, along with whether it should be issued to the landowner, occupier or another party. In the above context Council will only consider issuing an order regarding birds or animals in rural areas where there is a legitimate and significant problems, for example:</p> <ul style="list-style-type: none"> • Excessive numbers of animals are being kept on the boundary of a rural property adjoining a neighbour's house, causing significant issues with noise or odour. • Situations broadly similar to that described above on the 'preserved' opal fields. • Situations broadly similar to that described above on a Crown Reserve. <p>In the above context it would not be appropriate to exclude the policy from applying to birds or animals in rural or reserve areas.</p>
<p>(C) That animal numbers (especially horse and rooster) should not be too restrictive (p.12 to 14 of Draft LOP).</p>	<p>There appears to be some apprehension that a limit on animal numbers may be strictly enforced. This is despite the fact that the policy clearly provides that the limit is only a guide in those situations where a problem arises from odour, noise or some other issue.</p> <p>Nevertheless it will ease community concern if the more prescriptive and animal specific criteria within the LOP were removed. The final version of the policy included with this report has been amended on that basis.</p>

SHIRE OF WALGETT – AGENDA

SUGGESTION	COMMENTS
(D) Dog criteria should be expanded (p. 14 of Draft LOP). For example a suggested limit of two 'outside' dogs and one 'inside' dog.	<p>If a less prescriptive approach is adopted for other animals, especially with regard to numbers that may be kept, then it would be awkward to justify a limit for dog numbers.</p> <p>There should be adequate provision for regulating dog problems through the LOP under the "General criteria for all animals" detailed on page 12 and through the Companion Animals Act 1998.</p>
(E) The hole or waterhole criteria should be reworded to take account of rural and mining areas (p. 7-8 of Draft LOP).	An amendment has been made to the policy included with this report to make it clear that the criteria only apply in urban areas.

Apart from the submissions there was some anecdotal evidence of public concern that the adoption by Walgett Shire Council of a Local Orders Policy could result in Council issuing an order that might be regarded as unreasonable. This is unlikely given that:

- Council is required to give a notice of its intention to issue an order, unless there is an emergency (LGA S.129). The person receiving the notice has an opportunity to make a submission regarding the proposed order and whether it is appropriate.
- After an order has been issued, the person who has received the order has the right of appeal to the Land and Environment Court (LGA. S.180). Obviously any person who receives an order that is unreasonable or technically flawed, could readily have such an order overturned.
- The General Manager only issues delegations to suitably skilled staff to permit the issuing of orders under the Local Government Act 1993.

Amendments to the draft policy:

After considering the submissions, a series of amendments have been made to the draft Walgett Shire Council Local Orders Policy. Those amendments are included in the updated draft Walgett Shire Council Local Orders Policy included with this report. Key amendments are:

- Changing the Criteria for order 9 – waterbody so that they only apply in urban areas.
- Removing the sections titled "Criteria for poultry", "Criteria for birds other than poultry", "Criteria for swine, goats and sheep", "Criteria for horses" and "Criteria for dogs" under the heading Order No. 18 - Animals.

It should be noted that Part 5 of Schedule 2 of the Local Government (General) Regulation 2005 makes provision for standards that can be imposed by Council for the keeping of birds and animals. A number of these standards are similar to the criteria which have been removed from the LOP.

Relevant Reference Documents:

- Local Government Act 1993 – particularly Chapter 7.
- Local Government (General) Regulation 2005.
- Draft Local Orders Policy Practice Note, published by the Department of Local Government, July 1996.
- Department of Local Government circular number 01/39 dated 10/5/2001.
- Council file number 275/06/00/00.

Stakeholders:

Walgett Shire Council and the public.

Financial Implications:

Nil.

Recommendations:

That Council resolve to:

1. **Make the following amendments to the draft Walgett Shire Council Local Orders Policy as exhibited during August and September 2006:**
 - (a) **Changing the Criteria for order 9 – waterbody so that they only apply in urban areas.**
 - (b) **Removing the sections titled “Criteria for poultry”, “Criteria for birds other than poultry”, “Criteria for swine, goats and sheep”, “Criteria for horses” and “Criteria for dogs” under the heading Order No. 18 - Animals.**
2. **Determine that the amendments are not substantial in the Council’s opinion.**
3. **Adopt the amended version of the Walgett Shire Council Local Orders Policy.**
4. **Give public notice that Walgett Shire Council has adopted a Local Orders Policy via advertisements in the Black Opal Advocate, Lightning Ridge News and the Walgett Spectator.**

“Girraween”

Pilliga Road,
Walgett 2832
Ph: 6828 1607 / Fax : 6828 2036
Email Barwonriver@bigpond.com

All Correspondence:
P.O. Box 429
Walgett 2832

8Th September, 2006

The General Manager,
Walgett Shire Council,
PO Box 31
Walgett 2832

Dear Sir,

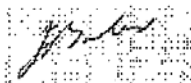
DRAFT ORDERS POLICY

I refer to you draft order policy document, and as the Walgett Shire is a predominately a rural shire the policy should not apply to the whole shire but only the towns and villages whose boundaries are defined by Government Gazette,

But in this regard the Walgett Show Ground Race Course reserve should also be excluded. Examination should also be made in other areas for reserves which might be included in the Gazette Notices.

Alternatively any reference to animals or birds should not apply to any rural areas or show ground race course reserves.

Yours faithfully,



Jack Baker

LOCAL ORDERS POLICY COMMENTS:

Hi Matthew

At the Walgett Precinct Committee meeting on 8th August, the Local Orders Policy was included on the agenda and it was agreed that some matters relating to keeping horses and birds were not applicable to a rural Shire.

(I explained that the document was a draft, comments were being sought and pointed out the first criteria note listed – there was quite a lengthy discussion about it and members were asked to read to document and comment to Council if they had any concerns)

The members believe that the criteria ‘no roosters’ should be removed as we live in a small rural town and community members should be allowed to keep chooks and roosters if they wish. They agreed that if the roosters annoy neighbours there should be a process to deal with it on an individual basis. Community members who show chooks has a hobby should be allowed to keep their show stock and not discriminated against by legislation that suits more heavily populated towns.

It was unanimous that the 1 horse per premise should not be included – reasons included:

- *Horses are herd animal and usually fret or try to escape if kept alone (I can verify this as I have many years of experience of working with horses in varying capacities.)
- *Pony Club families often have a parent riding as well as the children
- Polocrosse, campdrafters, show hacks, horse sports participants, station workers etc all need more than one horse. Usually they have at least 2 and generally 3 as they will be often training a young one.
- *If a racehorse trainer wishes to establish themselves in the currently available stable complexes – they will have more than 1 horse

Comments from me and community members who have contacted me:

I believe Council needs to word the document so that it is applicable to a rural Shire, especially one like ours that has no large centres and has a very rural influence.

- * There is nothing about cats in the policy – should Council have criteria regarding cats to allow for council officers to deal with issues if they arise

*There is a spello on page 13 – ‘sheepa’ instead of sheep

*There also is no criteria for cattle – people can have a milking cow in the villages if they wish – and people often end up with poddy calves – maybe include them in the criteria for swine, goats and sheepa!

*I believe the 1 horse per premise criteria should be removed and the phrase re-worded to allow council officers to deal with issues if they arise. As we have already seen – the phrase has caused angst in the community with people who live in both in and out of towns contacting me about it

*Small towns like Walgett, Collarenebri and Lightning Ridge, which are especially socially disadvantaged, should be encouraging and trying to accommodate families who chose horses as their preferred sporting and recreational activities

*Some families transfer to rural towns like Walgett so their children -in primary school years - can have the opportunity to learn to ride and a country lifestyle and we all know how difficult it is to recruit staff in all areas

*Too many young people leave rural locations – Council should be bending over backwards to encourage young people and young families to both stay or come and live in our towns in the Shire.

*Walgett Pony Club (which has members from all over the Shire) is one of the biggest, longest running and most successful in the State – the 1 horse policy, if implemented will definitely affect it's members who live in the towns

I also believe the 'no rooster' criteria is not suitable for rural towns. If there are issues why can't it be dealt with on an individual basis (roosters can be 'de-crowed') and not have a blanket approach

I also believe Council should expand the 'Dog' Criteria – some of our community members are very ignorant when it comes to keeping and caring for their dogs

Page 7 – the hole or waterhole criteria

How do we deal with all the holes in the mining areas - and the ground tanks, puddling dams, dams on rural land holdings etc. that are directly accessible from public places and/or private properties. I believe this section may need re-wording, again so suit this Shire.

Will have another look at it later – and will comment if I find anything further

Gai

PATRICIA M BROOKS
PO BOX 490
WALGETT NSW 2832

10 September 2006

General Manager
Walgett Shire Council
PO Box 32
WALGETT NSW 2832

Walgett Shire
Council
RECD

13 SEP 2006

FILE: 006/05/01/27

LETTER No: 10908

Dear Sir

REFER: MPG

Re Local Orders Draft Policy

COPY:

Would like to make a couple of comments if I may BY EMAIL

17. Order No 18 – Animals

Criteria for horses. Horses like a companion and therefore there needs to be two animals.

Criteria for dogs. The Ranger needs guide lines to work by and there is no number listed in this draft. Two outside dogs is suggested and maybe an inside house dog if desired

Proper working dogs maybe four.

Yours faithfully



Patricia M Brooks

Matthew Goodwin

From: Megan Duncan [mmduncan@bigpond.com]
Sent: Wednesday, 13 September 2006 2:56 PM
To: Matthew Goodwin
Subject: WSC Local Orders Policy

Hello Matthew

Thanks for your time this morning. Hopefully we will end up with a good result even if the path is a bit rocky on the way through.

Order No 18 – Animals**Criteria for dogs:**

I fully agree that *"premises used for the keeping of a dog should be appropriately fenced to secure the dog/s within the premises"*.

I also have a strong concern about a stray dog going into someone's yard and attacking the resident dogs/cats or other pets. Where do you stop with all this? That I am not sure as some of the local stray dogs are of the working breed variety (sheep/cattle dogs) that are required to jump over fences of a reasonable height.

However, during one of the meetings I have attended recently I was advised of two dogs that were tied up in someone's yard that were killed by stray dogs coming into the yard and attacking the dogs while they were tied up.

Criteria for poultry:

- a) Rooster should be allowed to be kept. They should not be banned.
- b) The number of fowls should not be restricted unless it becomes a commercial venture rather than a hobby. (Some of the people who show fowls often have a large number of the birds.

The matter should be dealt with in accordance with comments under *Criteria* on page 12 eg legitimate problem....., detrimental impact on the health etc... and rectification by the owner/occupier does not happen.

Criteria for swine, goats and sheep

As Walgett is a rural town it is not unusual for people to have a poddy lamb or kid (goat) or two in the backyard. I do not think this practice should be discouraged. In particular, for children this can be an important part of their life skills education and should be encouraged rather than not allowed.

As backyards in Walgett vary in size it is difficult to put a set figure on this but again should be dealt with in accordance with comments under *Criteria* on page 12 legitimate problems etc

Criteria for horses

- a) The number of horses kept on a premise should not be restricted by this order. The benefit of local people caring for a horse and having a constructive pastime far outweighs any disadvantages. This could effect families with more than one child if they are unwilling or unable to go through the development consent path.
- c) I do not agree that the floors of stables should be concrete or asphalt. This is a hard surface for the horses to stand on if they are kept stabled for long periods. Many horses in this area are not shod due to lack of stones and rocky ground. If the stable floor is kept built up with dirt and kept cleaned out this should be sufficient. Having a hard surface is an unnecessary expense on the owner due to the cost of the floor as well as continual costs for shoeing that may otherwise not be necessary. Council should not be making the ownership of horses more difficult and expensive than it already is as it is a very

27/09/2006

worthwhile activity.

Any particular problems should be dealt with in accordance with page 12.

I hope Council will reconsider the Draft LOP and continue to allow freedom with owning pets in Walgett.
Research that has been conducted in recent years is showing that owning pets has a lot of benefits including improved health, and life skills education.

Perhaps if problems are still being experienced there is a need for education in how to care for pets properly rather than law enforcement.

Megan Duncan
Ph 6828 1544
Fax 688 2910



WALGETT SHIRE COUNCIL

LOCAL ORDERS POLICY

For orders issued under the Local Government Act 1993.

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PART 1 - PRELIMINARY**1. What is the name of this Policy?**

This policy ("the policy") is called the Walgett Shire Council Local Orders Policy 2006

2. Where does the policy apply?

It applies to the whole of the Walgett Shire Council local government area.

3. What is the purpose of this Policy?

The Policy aims:

- To make the Council's policies and requirements for orders readily accessible and understandable to the public.
- To ensure consistency and fairness in the manner in which the Council deals with issuing orders.
- To establish a system which can effectively resolve disputes and conflicts as they arise.

4. When did the Policy commence?

The Policy commenced on the date on which it was adopted by the Council.

NOTE: This Policy was adopted by the Council on DATE.

Adoption of the Policy was publicly notified in The Walgett Spectator, The Ridge News and the Black Opal Advocate in MONTH YEAR.

5. Have there been any amendments to the Policy?

The Policy incorporates the amendments as listed.

Amendment No	Date Adopted	Minute No	Date Commenced	Notified in Local Paper
Nil	Nil	Nil	Nil	Nil

6. When will the Policy be revoked?

The Policy is automatically revoked at the expiration of 12 months after the declaration of the poll for the next general election, unless the Council revokes it sooner. The next Council election is due to be held on 27th September 2008.

NOTE: Automatic revocation of the Policy is provided for by Section 165 of the Act.

Section 163 of the Act requires that the Policy is void if it is inconsistent with the Act or the regulations. Section 164 of the Act requires that the policy cannot impose a more onerous criterion than does the Act or regulations in relation to a specified aspect of an activity.

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PART 2 – CRITERIA COUNCIL MUST CONSIDER

There are various statutory criteria that Council must consider when giving an order, as imposed by the Local Government Act 1993, as well as standards derived from the Local Government (General) Regulation 2005. This policy also adopts additional criteria for consideration.

Details of the various types of orders are provided under the respective headings below, including:

- a) To do what? – what types of action can be required to be taken.
- b) In what circumstances? – restrictions on the particular circumstances in which an Order may be given.
- c) To whom? – who must the order be issued to.

7. Order No. 5 (a), (b), (c), (d) (e) and (f) – Various matters**To do what?**

To take such action as is necessary to bring into compliance with relevant standards, or requirements set or made or under this Act:

- a) A camping ground, caravan park or manufactured home estate.
- b) A moveable dwelling or manufactured home.
- c) A building or a temporary structure used as a place of public entertainment.
- d) A place of shared accommodation.
- e) A hairdressers shop or beauty salon.
- f) A mortuary.

In what circumstances?

Failure to comply with relevant standards or requirements set or made by or under this Act or under the Local Government Act 1919.

To whom?

Owner, occupier or manager.

Criteria

When determining whether a Notice of Proposed Order, or Order, is to be given the following criteria are to be taken into consideration, where relevant:

- a) The provisions of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. See Clause 82 of the Local Government (General) Regulation 2005.
- b) Clause 11 - "Adoption of Building Code of Australia" AND Schedule 1, Part 1 - "Management and Use of Places of Public Entertainment", in the Local Government (General) Regulation 2005.
- c) Schedule 2, Part 1 - "Standards for Place of Shared Accommodation" in the Local Government (General) Regulation 2005. See Clause 83 of the regulation.

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- d) Schedule 2, Part 2 - "Standards for Hairdresser Shops" in the Local Government (General) Regulation 2005. See Clause 84 of the regulation.

- e) Schedule 2, Part 3 - "Standards for Beauty Salons" in the Local Government (General) Regulation 2005. See Clause 85 of the regulation.

- f) Schedule 2, Part 4 - "Standards for Mortuaries" in the Local Government (General) Regulation 2005. See Clause 86 of the regulation.

8. Order No. 5 (h) – Water and sewerage supply systems**To do what?**

To take such action as is necessary to bring into compliance with relevant standards, or requirements set or made or under this Act:

- a) a water meter, water supply or sewerage system on premises.

In what circumstances?

Failure to comply with relevant standards or requirements set or made by or under this Act or under the Local Government Act 1919. Also see Clause 88 of the Local Government (General) Regulation 2005.

To whom?

Owner, occupier or manager or, in the case of a water meter, water supply or sewerage system in respect of which a defect occurs in work due to faulty workmanship of, or defective material supplied by, a licensed contractor (being the holder of a licence in force under the Home Building Act 1989 authorising the holder to contract to do the work) within 12 months after the work is carried out or the material is supplied, the licensed contractor.

Criteria

When determining whether a Notice of Proposed Order, or Order, is to be given the following criteria are to be taken into consideration, where relevant:

- a) Whether the circumstances have arisen within 12 months of work being undertaken on the affected part of a water supply or sewerage system by a licensed contractor.
- b) Whether an order has been made, or is being considered, by the Consumer, Trader and Tenancy Tribunal under the Home Building Act 1989 against a licensed contractor.
- c) Whether the circumstances are unrelated to the work of a licensed contractor.

9. Order No. 7 – Fence land**To Do What?**

To fence land.

In What Circumstances?

Public health, safety or convenience renders it necessary or expedient to do so and there is no adequate fence between the land and public place.

To Whom?

Owner or occupier of land.

6

DRAFT Local Orders Policy Sep2006

Criteria

When determining whether a Notice of Proposed Order or Order is to be given the following criteria are to be taken into consideration:

- a) Whether the condition, location or use of the land poses a threat to the health, safety and convenience of the public.

10. Order No. 8 – Identify premises**To Do What?**

To identify premises with such numbers or other identification in such a manner as is specified in the Order.

In What Circumstances?

Premises have a frontage to or entrance from a road and there are no markings that can readily be seen and understood from the road.

To Whom?

Owner or occupier of land.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given the following criteria are to be taken into consideration:

- a) Whether there is unauthorised use of, or duplication of, numbers.
- b) Whether numbers are not in accordance with the street patterns.
- c) Whether there is potential for confusion in the identification of premises.
- d) Whether the owner/occupier had not complied with Council's request for rectification.

11. Order No. 9 - Waterbody**To Do What?**

To fence, empty, fill in or cover up a hole or waterhole in a manner specified in the Order.

In What Circumstances?

Hole or waterhole is or may become dangerous to life.

To Whom?

Owner or occupier of land

Criteria

When determining whether a Notice of Proposed Order or Order is to be given the following criteria are to be taken into consideration:

- a) The hole or waterhole is located within an urban area and is directly accessible from a public place or another private property and/or

- b) The hole or waterhole is not adequately covered or fenced to the minimum requirements of the Swimming Pools Act 1992 to prevent direct access to it from a public place or any other private property and;
- c) The nature, location and depth of the hole or waterhole is considered to be dangerous to life.

Criteria Does not Include:

Any hole or water hole that falls under the definition of a swimming pool as defined in the Swimming Pools Act 1992, or one that is located outside of an urban area.

12. Order No. 10 - Articles**To Do What?**

To remove or stack articles or matter, to cover articles or matter, to erect fences or screens or to plant trees.

In What Circumstances?

Land is in the immediate vicinity of a public place and is used for the storage of articles or matter so as to create or be likely to create unsightly conditions.

To Whom?

Owner or occupier of land

Criteria

When determining whether a Notice of Proposed Order or Order is to be given the following criteria are to be taken into consideration:

- a) Definition of "article" or "matter" includes but is not limited to:-
 - I. Disused motor vehicles, caravans, trailers, boats or associated parts;
 - II. Disused machinery, equipment and appliances;
 - III. Old, used or second hand materials (including building materials);
 - IV. Sand, soil, rock, blue metal and any other material derived from any extraction or dredging process;
 - V. Any organic or vegetative material;
 - VI. Any industrial or commercial waste products;
 - VII. Any household rubbish or waste;
 - VIII. Any recycled or composted material;
 - IX. Furniture.
- b) Definition of "Land in the immediate vicinity of a public place" is any land that immediately adjoins a public place.
- c) The article(s) or matter must be visible from the public place.

Order No. 11 – Environmental damage**To Do What?**

To do or to refrain from doing such things as are specified in the order to prevent environmental damages, to repair environmental damage or to prevent further environmental damage.

In What Circumstances?

Work carried out on land has caused or is likely to cause environmental damage, being damage to the physical environment that is caused by:

- a) drainage; or
- b) drainage works; or
- c) obstructing a natural watercourse other than by work constructed or used under a license granted under Part 2 of the Water Act 1912,

not being environmental damage arising from premises, works or equipment the subject of an approval or licence issued under the Protection Of the Environment Operations Act 1997 or the subject of a notice or direction issued by the regulatory authority under that Act.

To Whom?

Owner or occupier of land

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

Physical environmental damage must be as a result of the flow of water over any land, discharged from the following sources:

- a) Drainage, being a drain or system of drains, whether artificial or natural, which are designed for the carrying of water other than sewerage and which includes a natural water course, or;
- b) Drainage works, being any part of the on-site process involved in the construction of a drain or drainage system and which includes, but not limited to site excavation, materials, compiling and any associated buildings works, or;
- c) Obstruction of a natural water course, being the carrying out of building works or the deposition of any material in such a position as to block or restrict the flow of water within or to redirect the flow of water away from a natural water course.

13. Order No.12 – Control surface water**To Do What?**

To do such things as are necessary to control the flow of surface water across land.

In What Circumstances?

Other land or a building on the land or other land is being damaged or is likely to be damaged.

To Whom?

Owner or occupier of land

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Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) Erosion of land is occurring from the flow of surface water.
- b) Physical damage to a building is or has occurred or there is sufficient evidence to suggest that it is likely to occur.
- c) Surface water flows across the land boundary onto other land.

Situations where this Order may apply include, but are not limited to:

- a) Water from defective guttering, down pipes or drainage (including underground drainage pipes).
- b) Water from rooves not fitted with guttering.
- c) Emptying or backwashing swimming pools.
- d) Surface water that has been purposely redirected away from its natural direction of flow towards other land.

Criteria Does Not Include:

- a) Stormwater runoff which is NOT redirected in any manner (i.e. natural surface flow) and follows existing natural land contours.
- b) Surface water runoff occurring in periods of exceptional heavy rain.
- c) Surface water flowing down existing hard surface areas such as driveways, tennis courts, concrete slab or paved areas.
- d) Discharges from defective or blocked private stormwater easements.
- e) Overflows from absorption pits where contours of land and lack of access prevent direct connection of a building's stormwater drainage system to Council's Stormwater Drainage System.
- f) Runoff from any building or development work that is the subject of a Development Consent and has been constructed in accordance with that consent.
- g) Any circumstance in which the flow of surface water across land is capable of being regulated by the Environmental Protection Authority constitutes a circumstance where an order No 12 cannot be made.

14. Order No.15 – Not conduct an activity**To Do What?**

Not to conduct, or to cease conducting, an activity on premises (whether or not the activity is approved under this Act).

In What Circumstances?

The activity constitutes or is likely to constitute:

- a) a life threatening hazard; or
- b) a threat to public health or public safety

and is not regulated or controlled under any other Act by a public authority.

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To Whom?

Any persons apparently engaged in promoting, conducting or carrying out the activity.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration.

- a) The activity being carried out is causing or is likely to cause a life threatening hazard or a threat to public health or public safety to any person whether on private or public land.

Situations where this Order may apply include, but are not limited to:

- a) Use of a defective septic tank or a septic closet on premises after the date specified (in an Order No 24 served on the owner or occupier of the premises) being the date by which the premises were required to be connected with a sewerage system.
- b) Construction work on a septic tank or a septic closet on premises after the date specified (in an Order No 24 served on the owner or occupier of the premises) being the date by which the premises were required to be connected with a sewerage system

Criteria Does Not Include:

- a) Any activity that is covered by any other Act or Regulation.
- b) Any activity that is controlled by another authority

15. Order No.16 – Cease use or evacuate premises**To Do What?**

To cease the use of premises or to evacuate premises.

In What Circumstances?

A person to whom Order No. 15 is given has failed to comply with the Order.

To Whom?

The person to whom Order No. 15 is given.

Criteria

No additional criteria.

16. Order No.17 – Leave or not enter premises**To Do What?**

To leave premises or not to enter premises.

In What Circumstances?

A person to whom Order No. 15 is given has failed to comply with the Order.

To Whom?

Any person

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Criteria

No additional criteria.

17. Order No.18 - Animals**To Do What?**

Not to keep birds or animals on premises, other than of such kinds, in such numbers or in such manner as specified in the order.

In What Circumstances?

Birds or animals kept on premises are:

- a) in the case of any premises (whether or not in a catchment district) of an inappropriate kind or number or are kept inappropriately;

To Whom?

Occupier of premises.

Criteria

NOTE : There are no restrictions on the number of birds and animals that can be kept in the Shire in normal circumstances. Limits and standards may be applied when:

- A legitimate problem has been identified relating to the numbers and/or types of birds or animals kept upon a particular premise.
- There is a detrimental impact on the health, amenity and safety of others.
- Voluntary rectification of the problem does not occur, hence an order is required under the provisions of Section 124 of the Local Government Act 1993 to address the problems that have arisen.

Also see Part 5 of Schedule 2, "Standards for Keeping Birds and Animals", under the Local Government (General) Regulation 2005.

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) Continuing offensive noise at inappropriate times.
- b) Continuing offensive odours.
- c) Vermin infestation through poor cleaning.
- d) Addressing nuisances, health or safety threats.
- e) Actual and potential impacts on neighbours or the public.
- f) The number and type of bird(s) or animal(s) being kept.
- g) The conditions in which the animals are being kept.

Note: Where the keeping of birds or animals on premises is capable of being regulated by the Environment Protection Authority, Council is excluded from making Order No. 18.

Criteria Does Not include:

- a) The feeding of wild or native birds and/or animals;

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- c) Damage caused by wild or native birds or animals;
- d) The trapping of any wild or native birds or animals;
- e) The control of or treatment of termites on private or public land;

18. Order No. 19 – Tennis court

To Do What?

To use or not to use a tennis court as specified.

In What Circumstances?

Actual or likely annoyance or threat to the safety of neighbours or users of a public place.

To Whom?

Occupier of land

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) Tennis courts are not to be used after sundown unless otherwise approved by Development Consent.
- b) Tennis courts on private property shall not be used for commercial purposes without Development Consent being issued, i.e. for hire to non residents of the property.

19. Order No. 20 - Food

To Do What?

To do such things as are specified in the Order to put premises, vehicles or articles used for the manufacture, preparation, storage, sale, transportation or other handling or use of or in relation to food into a clean or sanitary condition.

In What Circumstances?

The premises, vehicle or article, is not in a clean or sanitary condition.

To Whom?

Owner or occupier of premises or owner or operator of vehicle or article.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) The premises including any fixtures, fittings, utensils and equipment has not been adequately cleaned and there is accumulations of dirt, dust, grease, oil, food matter or any other matter that could contaminate or likely contaminate any food stuffs present on the premises

- b) The food handling procedures and hygiene standards of operators create such unsanitary conditions that will cause contamination or is likely to cause contamination of any food stuffs present on the premises.
- c) There is "non compliance with the following standards that cause the premises to be in an unclean or unsanitary condition as described above:

- I. The Australia New Zealand Food Standards Code.

- II. Australian Standard 1668.2 The Use of Ventilation and Air Conditioning in Buildings – Ventilation Design for Indoor Air Contaminant Control.

- d) In the case of water carting vehicles (See Clause 93 of the Local Government (General) Regulation 2005):

- I. Whether a vessel used on a vehicle to cart water has an aperture that is large enough to enable easy inspection of the interior or thorough cleaning of the interior.

- II. Whether the cover of any such aperture is of a kind that is able to be kept thoroughly clean.

20. Order No. 21 – Safety and health

To Do What?

To do or refrain from doing such things as are specified in the Order to ensure that land is, or premises are, placed or kept in a safe or healthy condition.

In What Circumstances?

The land or premises are not in a safe or healthy condition.

To Whom?

Owner or occupier of land or premises.

Criteria

Land or premises would be considered not to be in a safe and or healthy condition if the safety or the health of the owner or occupier of the land or premises, or the community, is detrimentally affected. Criteria and actions that need to be considered include, but is not limited to:

- a) The abatement of dampness in walls and ceilings in any property;
- b) The repair of leaky roofs and renewal or repair of defective guttering and down piping [where it causes health & safety issues and not damage - See Order 12];
- c) Provision of adequate wholesome water supply;
- d) The renewal of broken window glass and sash cords to render windows capable of being opened top and bottom;
- e) The removal of defective floor timbers and stair treads and replacement with sound material;
- f) The renewal or repair of waste pipes; and sanitary fittings and flush pipe to water closet pans;
- g) Clearing of choked sewerage service pipes;
- h) Repair of defective septic tanks, pipes and absorption pits;
- i) The removal of the following accumulations which are likely to afford harbourage for vermin or otherwise pose a threat to health and safety to any person:

- I. disused and/or second hand building materials or household fixtures and fittings;
 - II. dilapidated and/or abandoned motor vehicle or ancillary parts and accessories or machinery;
 - III. dilapidated and/or abandoned boats, watercraft, trailers or caravans;
 - IV. disused and/or second hand containers, bottles, scrap metal, waste paper, rags, rubbish or other scrap materials; and
 - V. tree stumps, organic material, vegetation or firewood;
- j) Provision of suitable facilities for toilet, kitchen sink, bathing and for washing of clothes hot and cold water provided.
- k) Provision of suitable cooking facilities;
- l) The control of animal enclosures in so far as their operational aspects in relation to environmental health is concerned.
- m) The treatment of an untreated swimming pools or excavation where the condition of the water within is or is likely to be breeding mosquitoes.
- n) The boarding up or fencing off of a dilapidated building to prevent unauthorised access where there is a safety issue from injury or fire.
- o) Cleaning of garbage containers.
- p) Potential for collapse of a structure, or part thereof, such as a wall, fence or other building.
- q) Disconnection of an electric fence from its energiser or otherwise render it inoperable.

Criteria Does Not Include:

Defective retaining walls, buildings or structures that are dilapidated or appear defective if they:

- a) are located on private property and
 - b) would not impact upon any adjoining public land if they were to collapse and
 - c) would not pose a threat to health and safety of persons on the adjoining public land in any way.
- Where the condition of land or premises in respect of health or safety is capable of being regulated by the Environment Protection Authority, Council is excluded from making Order No. 21.

21. Order No. 22 – Waste

To Do What?

To store, treat, process, collect, remove, dispose of or destroy waste which is on land or premises in the manner specified in the order provided that it is not inconsistent with the regulations made under the Protection Of the Environment Operations Act 1997

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In What Circumstances?

Waste is present or generated on the land or premises and is not dealt with satisfactorily and is not regulated or controlled by, or subject to, a licence issued under the Protection Of the Environment Operations Act 1997.

To Whom?

Owner or occupier of land or premises, owner of or person responsible for the waste or for any receptacle or container in which the waste is contained.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) Waste is being placed on the roadway for collection by Council not in the approved impervious receptacles with close-fitting lids that are provided by Council.
- b) Where waste is present on land or premises and is not being properly stored, collected or removed satisfactorily from these premises.
- c) Defective site absorption septic tank system.
- d) Disposal of human waste on site without an approved method of waste disposal.

22. Order No. 24 – Connect to sewerage system

To Do What?

To connect premises with a sewerage system by a specified date.

In What Circumstances?

The premises are situated within 75 metres of a sewer of the Council.

To Whom?

Owner or occupier of premises.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) The distance from the premises to the connection point of the sewer must be not further than 75 metres and:
 - I. be located within the subject premises, or
 - II. have legal access using an easement for sewerage services over any adjoining premises to the sewer connection point, or
 - III. has access to the sewer located within an adjoining Council road reserve and
 - IV. connection to the sewer can only be made via a junction point established by Council.
- b) Whether the existing sewage management facility is so defective to be a threat to public health and/or is or likely to have a detrimental impact on the environment.

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23. Order No. 25 – Human waste

To Do What?

Not to use or permit the use of a human waste storage facility on premises after a specified date.

In What Circumstances?

It is necessary for the purpose of protecting public health.

To Whom?

Owner or occupier of premises

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration.

- a) The human waste storage facility is so defective or poorly designed so as to permit human waste to discharge or overflow from the storage facility onto the adjacent ground or floor area and in such a manner to be a danger to the health of the public.

Criteria Does Not Include:

Where the use of human waste storage facilities is capable of being regulated by the Environment Protection Authority, Council is excluded from making an Order No. 25.

24. Order No. 27 – Public place, remove object or matter

To Do What?

To remove an object or matter from a public place or prevent any object or matter being deposited there.

In What Circumstances?

The object or matter:

- a) Is causing or is likely to cause an obstruction or encroachment of or on the public place and the obstruction or encroachment is not authorised by or under any Act, or
- b) Is causing or is likely to cause danger, annoyance, or inconvenience to the public.

To Whom?

Person causing obstruction or encroachment or owner or occupier of land from which the object or matter is likely to emanate.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) Definition of Encroachment:
- b) Definition of Obstruction:
- c) Definition of object or matter: Any article, item or thing which is visible and tangible and includes but is not limited to:

- I. Advertising sign, advertisement generally;
- II. Motor vehicles or motor vehicles parts;
- III. Caravans or caravan parts;
- IV. Trailers/boats or trailer/boat parts;
- V. Machinery, equipment and appliances;
- VI. Second hand materials including building materials;
- VII. Demolition materials;
- VIII. Scrap materials;
- IX. Sand, soil rock, blue metal and any other material derived from any construction or dredging process;
- X. Any organic or vegetative material;
- XI. Any industrial or commercial waste product;
- XII. Any household fixtures, rubbish or waste;
- XIII. Second hand containers, bottles, scrap metal, waste paper, rags, or rubbish;
- XIV. Any recycled or composted material;

Criteria Does Not Include:

This criteria does not include the placing of articles on a public place during a designated period of a Council clean up provided these articles do not breach conditions (a) and (b) above.

25. Order No. 28 – Public place, prevent or repair damage

To Do What?

To take whatever steps are necessary to prevent damage to a public place and repair damage to a public place.

In What Circumstances?

There is actual or likely damage:

- a) By excavation or removal of material from or adjacent to the public place; or
- b) By a work or structure; or
- c) By surface drainage or irrigation spray.

To Whom?

- a) Person responsible for the excavation or the removal of the material.
- b) Owner or person entitled to the benefit of the work or structure.
- c) Owner or occupier of land from which the surface drainage flows or from which spray emanates.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) Whether the activity is associated with any approval issued by Council.
- b) If the activity is related to an approval issued by Council, whether the conditions of the approval being complied with.

26. Order No. 29 – Public place, alter or repair work or structure**To Do What?**

To alter or repair a work or structure on, over or under a public place.

In What Circumstances?

It is in the public interest to do so.

To Whom?

Owner of the work or structure.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) To alter or repair structures on, over, or under the public way not in accordance with approvals or considered unsafe or dangerous.
- b) Repairs required to private services within a public place such as, but not limited to, sewer services and roof water / storm water pipes not covered by lease agreements.
- c) Driveway crossings which are not being maintained in a safe condition.
- d) Shop awnings which are not being maintained in a safe or sightly condition.
- e) Maintenance of underground pipes within a public place.

27. Order No.30 – Comply with an approval**To Do What?**

To comply with an approval.

In What Circumstances?

The approval is not being complied with.

To Whom?

Person entitled to act on the approval or person acting otherwise than in compliance with the approval.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) An approval granted by Council has not been complied with or
- b) Conditions of an approval granted by Council have not been complied with.

28. Order under Section 125 of the Local Government Act 1993**To Do What?**

To abate a public nuisance or order a person responsible for a public nuisance to abate it.

In What Circumstances?

Where a nuisance consists of interference with the enjoyment of public rights. A nuisance is "public" if it materially affects the reasonable comfort and convenience of a sufficient class of people to constitute the public or a section of the public.

To Whom?

The person(s) responsible for causing a public nuisance.

Criteria

When determining whether a Notice of Proposed Order or Order is to be given, the following criteria are to be taken into consideration:

- a) The source of the nuisance need not be located on, or in, a public place.
- b) The impact of the nuisance must affect the general public and not a localised group.

Example 1 - Lighting from a private premises impacting upon motor vehicle drivers on a public road.

Example 2 - Any wrongful or negligent act or omission in a public road that interferes with the full, safe and convenient use by the public of their right of passage is a public nuisance.

PART 3 – OTHER MATTERS RELATING TO ORDERS

29. What must council consider before giving an order?

Council must ensure that:

- the type and circumstances of the order and the person on whom the order will be served are described in the Table to Section 124 of the Act; or
- the activity constitutes a public nuisance under Section 125 of the Act; and
- the relevant provisions of the Act, Regulations, Local Approvals Policy and any additional criteria adopted in a Local Orders Policy have been considered (LG Act s131).

30. What must be done before an order is served?

Council must issue a notice of intention to serve the order which provides the following information (Section 132):

- the name of the person for whom the order is intended;
- the terms of the proposed order;
- how long the person will have to comply with the proposed order;
- an opportunity for the person to make representations to council to explain why a proposed order should not be given or that the terms of, or period for compliance are, unreasonable;
- how, when and to whom representations can be made (LG Act s132 (3));
- right of appeal to the Land and Environment Court and time period within which an appeal may be made (LG Act s138).

31. Who can make representations?

The person on whom the proposed order is to be served (or their barrister, solicitor or agent) can make representations (LG Act s133).

32. How should representations be made and considered?

Representations can be made in writing or orally to the council, a nominated committee or council officer. Council must hear and consider any representations made regarding proposed orders (LG Act s134). Consideration must be given to the special circumstances of any residents if order No 15A is proposed to be served.

33. What does Council do after hearing representations?

The council, nominated committee or officer can proceed with the proposed order, make modifications to the order or not give the order (LG Act s135 (1)). If modifications are made to the order as a result of the representations a further notice of intention is not required (LG Act s135 (2)).

34. Are there any exemptions to these procedures?

The procedures normally observed before giving orders do not apply to orders given, and expressed to be given, in an emergency and in the case of Order No 15 when the cessation of an activity is ordered because it constitutes a life threatening hazard, a threat to public health or public safety and is not regulated under any other Act or by a public authority (LG Act s129 (2)).

35. What information should the order contain?

The order should contain:

- Reasons for the order (LG Act s136 (1)) except in urgent cases when reasons must be given the next working day (LG Act s36 (3)).
- The period in which the terms of the order are to be complied with (LG Act s137 (1)).
- Notice of the right to appeal against the order of part of the order (LG Act s138 (a)).
- The time period within which an appeal can be made (s138 (b) *including both periods where it is a "particulars of work" order*).
- Any relevant provisions of the Act, Regulations and Local Approvals Policy and Local Orders Policy not complied with (Local Government (General) Regulation 2005 cl 99(a)).
- Notice that it is an offence not to comply with an order and the maximum penalty (Local Government (General) Regulation 2005 cl. 99(b)).
- Notice that if the order is not complied with council can undertake the work and recover costs (Local Government (General) Regulation 2005 cl. 99(c)).

In addition an order may specify the standard a premises is to meet, the nature of work that would meet the specified standard and the time period (not exceeding 3 months) *within which particulars of work must be submitted* (LG Act s139).

36. How long does Council have to consider whether the proposed works meet the standards specified in an order?

Council has 28 days in which to consider the proposed works and can:

- (1) accept the proposed works without modification and order the completion of the works immediately;
- (2) accept the proposed works with modifications;
- (3) reject the proposed works

If council is still not satisfied with the proposed works, then it must within 3 months prepare a schedule of works and order the person to carry out those works (LG Act s141 (3)). An order under section 141 forms part of the order under section 124 to which it relates.

37. Can Council recover any expenses involved in this process?

Yes, Council can recover any expenses in preparing particulars of work to be completed (LG Act s141 (3)).

38. How do orders affect heritage items?

Council must first consider the impact of the order on the heritage item and must notify the Heritage Council of its intention to serve an order if the item is listed in the Register of the National Estate or included as an order under the Heritage Act 1977 (s142 (1) (2) (3)).

39. How is an order given and when does it take effect?

A copy of the order can be served by a council officer or posted to the person to whom the order is addressed (LG Act s144). It takes effect from the time it is served or a later time if specified in the order (LG Act s144).

40. Does Council have the power to give an order under another act?

Council is able to give orders under other Acts, provided that an authority has been given. For example council may serve an order under the Environmental Planning and Assessment Act 1979, the Companion Animals Act 1998, Protection of the Environment Operations Act 1997, the Food Act 2003. The relevant provisions of the respective acts will apply in such circumstances.

41. What happens when a person fails to comply with an order?

The person is guilty of an offence under the LG Act for failure to comply with an order (LG Act s628). The maximum penalties that apply to particular orders are as follows:

- a) Orders Nos 1, 3, 5 and 7 to 12 - 50 penalty units for an individual and 100 penalty units for a corporation
- b) Orders Nos 15, 16 and 17 - 100 penalty units for an individual and 200 penalty units for a corporation
- c) Orders Nos 18 to 25 and 27 to 29 - 20 penalty units.
- d) Order No 30 - The same penalty as the penalty imposed for carrying out the activity the subject of the approval otherwise than in accordance with the approval.
- e) Order under Section 125 - 20 penalty units.

In June 2006 one penalty unit was equal to \$110 (See Section 17 of the Crimes (Sentencing Procedure) Act 1999).

42. Is an approval necessary for work to be undertaken?

No, a person who carries out work in compliance with an order does not have to make an application for approval of the work. (LG Act s138A).

43. Must an occupier of land permit an owner to carry out work?

Yes, the occupier must within 2 days of the order being served allow the owner to do the work (LG Act s148 (1) (2)). However if the occupier does not permit the owner to do work the owner is not considered guilty of an offence for failure to comply (LG Act s149 (3)).

44. Can Council carry out the works?

Yes, if a person does not comply with the terms of an order then council can carry out the works and recover the costs (LG Act s141 (5) and s678).

45. What rights of appeal does a person have against an order or part of an order?

A person may appeal to the Land and Environment Court within 28 days of the order being served (LG Act s180 and Land and Environment Court Rules 1980 s17).

46. Does the appeal prevent the order from operating?

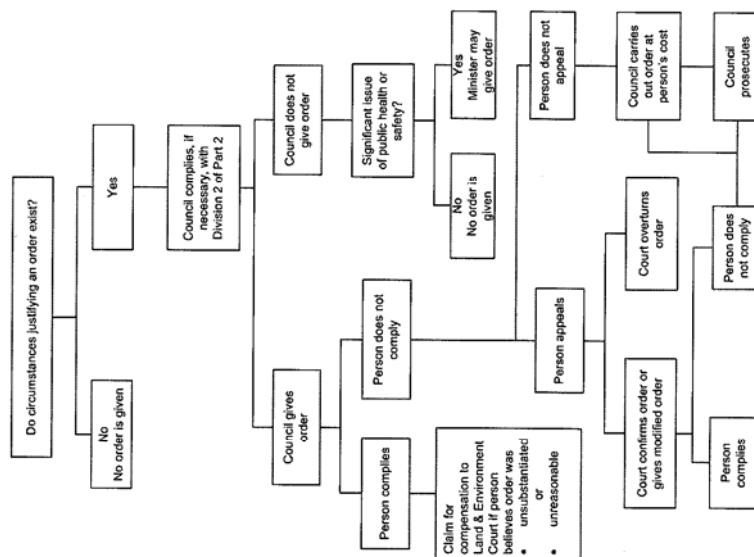
No, the order operates while the appeal is being heard in the Land and Environment Court.

47. Is a building owner entitled to any compensation from Council for expenses involved in complying with an order?

The only time a building owner is entitled to compensation is if Council orders the demolition of a building (Order No 1) or repair or make structural alterations to a building (Order No 3) that is located in a proclaimed catchment district which causes or is likely to cause the pollution of a water supply (LG Act s128).

48. Overview of legal process to issue an order

The diagram below provides an overview of the process followed when a Council is considering issuing an order, and has been copied from Part 2 of the Local Government Act 1993.



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49. Dictionary

The dictionary below represents a partial extract from the dictionary of the Local Government Act 1993 and should be read in conjunction with this Local Approvals Policy.

act means the Local Government Act 1993.

council means the council of an area, and includes an administrator.

dwelling, in Division 1 of Part 8 of Chapter 15, means a building or part of a building used as a place of dwelling.

human waste means human faeces and urine.

human waste storage facility means a device for holding or disposing of human waste, including a cesspit, septic tank, septic closet, water closet, chemical closet, humus closet and combustion closet.

public road means a road which the public are entitled to use.

road includes:

- a) highway, street, lane, pathway, footpath, cycleway, thoroughfare, bridge, culvert, causeway, road-ferry, ford, crossing, by-pass and trackway, whether temporary or permanent, and
- b) any part of a road and any part of any thing referred to in paragraph (a), and
- c) any thing forming part of a road or any thing forming part of any thing referred to in paragraph (a).

sewerage work means the construction, alteration, extension, disconnection, removal, ventilation, flushing, cleansing, maintenance, repair, renewal or clearing of any sewerage service pipes or fittings or fixtures communicating or intended to communicate, directly or indirectly, with:

- a) a septic tank, an effluent or a sullage disposal system, or
- b) any sewer of a council,

and includes work of sanitary plumbing and work of house drainage.

waste means:

- a) effluent, being any matter or thing, whether solid or liquid or a combination of solids and liquids, which is of a kind that may be removed from a human waste storage facility, sullage pit or grease trap, or from any holding tank or other container forming part of or used in connection with a human waste storage facility, sullage pit or grease trap, or
- b) trade waste, being any matter or thing, whether solid, gaseous or liquid or a combination of solids, gases and liquids (or any of them), which is of a kind that comprises refuse from any industrial, chemical, trade or business process or operation, including any building or demolition work, or
- c) garbage, being all refuse other than trade waste and effluent,

and includes any other substance defined as waste for the purposes of the Protection of the Environment Operations Act 1997, and a substance is not precluded from being waste merely because it is capable of being refined or recycled.

water supply work means the construction, alteration, extension, disconnection, removal, flushing, cleansing, maintenance, repair, renewal or clearing of any pipes or fittings of any water service communicating or intended to communicate, directly or indirectly, with any water main of a council, but does not include changing a washer.

END.

26

DRAFT Local Orders Policy Sep2006

MANAGER PLANNING AND REGULATIONS REPORT TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 19

Subject: Proposed Walgett Dog Health Program

Author: Matthew Goodwin – Manager Planning and Regulations

File No: 105/02/01/00

Summary:

NSW Health and the RSPCA are seeking Walgett Shire Council's support for a proposed dog health program in Walgett. This report recommends that Council support the program.

Comments (including issues and background):

As detailed in a letter on the following pages, NSW Health has approached Walgett Shire Council seeking a contribution to a planned dog health program in "the communities of Walgett, Namoi and Gingie". The contribution being sought includes:

- \$5,000 towards the expenses that will be incurred.
- That Council make available microchips for the dogs that will be treated and desexed. It is planned to treat 150 dogs, while microchips cost about \$10 per chip. Accordingly supplying the microchips will cost a maximum of about \$1500.

The maximum direct cost of the contribution sought is about \$6,500. Some indirect cost will be associated with having the Regulatory Officer assist the RSPCA and NSW Health in the implementation of the program (animal transport, microchipping, etc).

Within NSW, similar programs have been held in Coonamble, Bourke, Enngonia, Goodooga, Weilmoringle, Wilcannia and Dareton. Feedback from Bourke Shire staff indicates that the results have been worth while.

5 October 2006

GREATER WESTERN
AREA HEALTH SERVICE
NSW HEALTH

Mr Matthew Goodwin
Manager, Planning & Regulation
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

Dear Matthew

Walgett Dog Health Program

The Greater Western Area Health Service, in partnership with the RSPCA is proposing to hold a Dog Health Program for the communities of Walgett, Namoi and Gingie.

The aim of the program is to protect human health by improving the health of dogs and to ensure a healthy and safe environment in which to live by controlling the dog populations in each community.

This is achieved through participating vets conducting health checks, treatment of parasites, microchipping and the desexing of both male and female dogs. Unwanted, vicious or very sick dogs are able to be put down with the consent of the owner.

The program will run in conjunction with an education campaign being undertaken by the RSPCA that will involve local schools and the PCYC. The campaign will focus on bite prevention and encouraging students to understand the responsibilities involved in caring for an animal.

At its last meeting, the Walgett Community Working Party endorsed the proposal and indicated their strong support in running the program at the Aboriginal communities of Gingie and Namoi as well as the Walgett township.

The proposal is for clinics to be held on separate days at the three locations commencing November 23. To maximise the success of the program, the consultation, microchipping and any desexing/euthanasia would be offered free to all low income earners and pensioners.

Walgett Shire
Council
REC'D

- 6 OCT 2006

FILE: 10502/01/00.

LETTER No: 11786.

REFER: MP6.

Greater Western Area Health Service
ABN 89018692002

Broken Hill Health Service
P O Box 457
Broken Hill NSW 2880
Tel (08) 8080 1333 Fax (08) 8080 1682
www.gwahs.nsw.gov.au

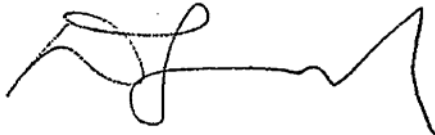
The ability to offer the program free to this section of the community is dependant upon Council contributing \$5000 towards the program. The cost of the program is estimated to be \$15,000 based on a target of 150 dogs receiving a health check, parasite control, microchipping and surgery at a rate of \$100 per dog. This has been the average cost per dog in similar programs in the past where multiple locations have been used and where mobile surgeries are necessary.

Council would also be required to donate the microchips to ensure future identification of the dogs and the services of the Ranger to assist in handling and microchipping the dogs.

Council's support is crucial in ensuring that the program is successful and will provide a real opportunity to make inroads into controlling the dog population throughout the community. For planning purposes, your early feedback on whether Council is able to provide this support would be appreciated.

Please do not hesitate to contact me on 08 8080 1504 should you require any further information.

Yours sincerely



David Ferrall
Senior Environmental Health Officer

Relevant Reference Documents:

- File 105-02-01-00

Stakeholders:

- Public

Financial Implications:

About \$6,500 of expenditure not previously budgeted for. This can be readily funded from the projected budget surplus. More detail on the surplus is included in another report within the agenda papers, along with a recommendation for a resolution to make the necessary budget variation.

Recommendation:

That Walgett Shire Council resolve to write to NSW Health and state that it will participate in the planned Walgett Dog Health Program, and support it with a \$5,000 contribution and up to \$1500 value in companion animal microchips.

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 20

Subject: Engineering Internship

Author: Alan Nelson- Manager Engineering

File No: 022/25/03/04

Summary:

This report recommends the means of funding the engagement of a senior intern (civil engineering student) for the period January 2007 to June 2007.

Comments (including issues and background):

Council, at its September 2006 meeting, resolved to offer one senior internship to a suitable civil engineering student for the period January-June 2007. At the time, it was indicated that a further report would be presented to this meeting, indicating how the financial implications of this decision would be resolved, given the fact that no allowance was made in the current budget for this activity.

It is envisaged that a senior intern would be used for most of the time on projects work associated with town water supplies in Walgett, Lightning Ridge and perhaps Collarenebri. With water restrictions in place and the probability that drought conditions will worsen throughout the summer period, there are a number of initiatives that a senior intern will be able to assist with.

Projects, which have budgets ascribed to them in the 2006/07 period, that could contribute to the employment costs of this person include:

- Walgett Water Meter Installation
- Lightning Ridge – Water Main to Service Future Subdivision and Airport
- Lightning Ridge – Rising Main to Swimming Pool

The total estimated cost of engaging an intern for the six month period is \$30,000 and these three projects could contribute \$10,000 each.

Relevant Reference Documents:

- Walgett Shire Council Management Plan 2006/07 (not attached)

Stakeholders:

- Walgett Shire Council
- University of Technology Sydney

Financial Implications:

The cost of engaging a senior intern can be covered from a number of water supply projects which the intern would be working on.

Recommendation:

That Council note the intended use of water supply project funds to cover the cost of engaging a senior intern from University of Technology Sydney for the period January 2007 to June 2007.

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 21

Subject: Sydney Airport – Regional Access

Author: Alan Nelson – Manager Engineering

File No: 255/07/00/00

Summary:

A letter, indicating Council's support of the current position relating to the access to Sydney Airport by regionally based airlines, has been forwarded to the Productivity Commission.

Comments (including issues and background):

The Productivity Commission has released its draft report on the review of price regulation of airport services. Included within the body of the report is comment on issues relating to regional airline access to Sydney Airport.

The report comments on the fact that the efficiency of Sydney Airport is compromised by the continuation of regional airline access in peak periods and suggests the following approaches might be considered in delivering an appropriate balance in the face of growing capacity constraints :

1. Increasing the minimum size of passenger aircraft used on new services into Sydney Airport from the current level of 18 seats to 30 seats.
2. Shifting more regional flights into shoulder periods.
3. The use of Bankstown Airport as an alternative Sydney basin airport for regional services.

These three suggestions are contrary to the policy position of the Local Government and Shires Associations and suggestions two and three would do little to sustain regional aviation into the future. Whilst it is understood that the Commonwealth Government has already ruled out the possibility of transferring regional aviation services to Bankstown, a brief submission has been submitted to the Productivity Commission. As the closing date for submissions was October 13, it has not been possible to formally submit this to Council in advance.

Relevant Reference Documents:

- Productivity Commission Report (not attached)
- Council Submission to Productivity Commission

Stakeholders:

- Walgett Shire Council
- Commonwealth Government
- NSW Government
- Productivity Commission

Financial Implications:

Not Applicable

Recommendation:

That Council note the submission to the Productivity Commission, a letter indicating Council's support of the current position relating to the access to Sydney Airport by regionally based airlines.

AN:AN: 255/07/00/00

Mr Alan Nelson

4 October 2006

Productivity Commission
Locked Bag 2
Collins Street East
MELBOURNE VIC 8003

Dear Sir

Re: Review of Price Regulation of Airport Services

Thank you for the opportunity to comment on the recently released Draft Report on the Review of Price Regulation of Airport Services.

Council appreciates that it is a very difficult, perhaps impossible, task to balance the competing demands placed on Sydney Airport by its users. This is, arguably, made even more demanding because of the fact that the facility has been sold and now rests in commercial ownership with management seeking to maximise profits on behalf of shareholders.

Council would like to make brief comment on the section of the report which relates to access to Sydney Airport by regional airlines. In your report you have made three possible initiatives aimed at delivering an appropriate balance in the face of growing capacity constraints, these being :

1. Increasing the minimum size of passenger aircraft used on new services into Sydney Airport from the current level of 18 seats.
2. Shifting more regional flights into shoulder periods.
3. The use of Bankstown Airport as an alternative Sydney Basin airport for regional services.

Regional aviation services into Sydney are typically used by business and other interests seeking quick convenient travel into Sydney, often with the expectation that return travel in the one day would be achievable without the expense and the time involved with an overnight city stay. Shifting flights into shoulder periods, or using Bankstown as an alternative destination, would see, in most instances, an inability of travellers to get in and out of Sydney in the one day.

Council could suggest the removal of the overnight curfew would achieve substantial capacity improvements and bring Sydney Airport operations into line with nearly all other international airports. However, it is acknowledged that this would produce

significant hardship for city residents, particularly those residing under and near flight paths. It is suggested that, to move regional services away from peak periods, or to transfer flights into Bankstown, without the development of high speed infrastructure to bring people into the city, would similarly produce great hardship for regional people. In addition, as people tended to move away from regional airline services because of reduced convenience, the economic viability of the industry would be threatened.

Sydney Airport should be seen as a facility which has been developed for all Australians, including those residing in regional areas, as a first priority. To move regional services to a poorly serviced metropolitan airport, to allow the main airport to cater for overseas connections, would tend to support the view that regional Australians are considered to be second class citizens.

Walgett Shire Council is opposed to any moves which restrict access, from present service levels, to Sydney Airport for the customers of regional airlines.

Yours sincerely

Alan Nelson
Manager Engineering

For

Stephen McLean
General Manager

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 22

Subject: Collarenebri Footpath Project

Author: Alan Nelson – Manager Engineering

File No: 028/05/15/93

Summary:

This report recommends that Council consider a recommencement of this project in April 2007, subject to the availability of funds, and that a report be brought forward to Council's March 2007 meeting on this matter.

Comments (including issues and background):

Reconstruction of the western footpath within the Collarenebri Central Business District has been completed as the result of a project partnership involving Council, Collarenebri CDEP, Murdi Paaki Regional Enterprise Corporation and BEST Employment. Concrete paving, in relatively poor condition with numerous trip hazards, has been replaced with clay pavers. The Collarenebri community appears to be well satisfied with the end result.

Sufficient pavers were delivered to enable reconstruction of both eastern and western footpaths, however progress was slower than originally envisaged, as a result of several factors. The six month project finalises in mid October and Murdi Paaki Regional Enterprise Corporation has indicated an interest in extending the project to complete the eastern footpath.

Murdi Paaki has been advised that Council has not budgeted to continue with this project in the current financial year, notwithstanding that there is merit in continuing with the project, particularly considering the participants have now gained some experience in footpath construction and laying of clay pavers. It could be reasonably anticipated that progress on the eastern footpath would be quicker than progress to date.

Footpath paving over the hot summer months is something which is best avoided. It is suggested that the budget position be reassessed in March 2007 and, subject to the availability of funds, a project recommencement in April 2007 be considered.

Relevant Reference Documents:

- Letter to Murdi Paaki Regional Enterprise Organisation

Stakeholders:

- Walgett Shire Council
- Murdi Paaki Regional Enterprise Organisation
- Collarenebri CDEP
- BEST Employment
- Collarenebri Community

Financial Implications:

The approximate cost to Council to extend this project is \$2,000 per week. The current budget has not made provision for this expenditure.

Recommendation:

That Council consider a recommencement of this project in April 2007, subject to the availability of funds, and that a report be brought forward to Council's March 2007 meeting on this matter.

AN:AN: 175/07/02/00

Mr Alan Nelson

13 September 2006

Ms Philippa Skipper
Training Manager
Murdi Paaki Regional Enterprise Organisation
PO Box 2428
DUBBO NSW 2830

Dear Philippa

Re: Collarenebri Footpath Project

I refer to your recent email concerning this project. As you state, the project is due for completion next month.

Council does not have any funds to allow the project workers to continue with Council unfortunately. The progress achieved by the workers has been less than was originally envisaged, however, in stating this, I am not implying their performance has been sub-standard. Whilst there have been some issues and some participants have left the project, the community has been appreciative of the results achieved.

Pavers were supplied to complete both footpaths in the main street, however Council's budget, for its share of the project costs, would not permit a continuation of the project unless Council's Administrator voted additional funds towards the project. In this regard, a report will be prepared and presented to Council's October Meeting.

In any case, certain pre-construction activities need to be undertaken to avoid some of the pitfalls that were encountered in the project. These include resolution of Telstra services within the footpath area and the removal of redundant underground fuel tanks which are located under the northern footpath. A project recommencement, after the hot summer months of 2006/07 may be worthy of consideration.

I will contact you again after Council has met in October.

Yours sincerely

Alan Nelson
Acting General Manager

Alan Nelson

From: Philippa Skipper [training@mprec.org.au]
Sent: Friday, 8 September 2006 1:56 PM
To: Alan Nelson; Barry Maher
Cc: 'Bryan Milne'
Subject: Paving Crew - Colly

Hi Alan

The paving crew project is due for completion in October I believe. Have you identified any additional funding to continue any of these boys full time? MPREC is still happy to continue paying 2 days as we currently do. Or do we need to find alternative projects for the 4 boys?

I had the understanding that Walgett Shire was doing both sides of the street, however only the one has been completed so far?

Whatever happens, this project has been successful with better than average retention rate. Congratulations must go to Walgett Shire in keeping these boys in line and interested and MPREC would be interested in discussing further options.

I look forward to hearing from you.

Kind regards,

Philippa Skipper
Training Manager
Murdi Paaki Regional Enterprise Corporation
Mob: 0427 555019
Fax: 02 43824509
PO Box 2428
DUBBO NSW 2830

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 23

Subject: Five Year Road Plan

Author: Alan Nelson – Manager Engineering

File No: 250/12/00/00

Summary:

Attached to this report is a draft Five Year Road Plan for Council for Council's consideration. In the event that Council agrees with the draft, it would be appropriate to place it on public exhibition for a period, seeking submissions, after which it can be re-presented for final adoption.

Comments (including issues and background):

This draft Five Year Road Plan succeeds the previous road plan, in that 2005/06 has been taken out and a new fifth year (2010/11) included in its place. Preliminary consultation has been undertaken with precinct committees and this report recommends that the attached draft plan be subject to advertising in the local media, seeking community input to the contents of the plan, particularly the new fifth year.

The plan assumes a successful application in each year for REPAIR Programme funding for Regional Road No 333 (Walgett-Carinda Road). Based upon previous experience, there appears little likelihood of projects on Regional Road No 329 or Regional Road No 457 being successful in gaining REPAIR programme funding. Notwithstanding this, both roads have been incorporated to some extent into the draft plan, being funded from either the Block Grant or the Roads to Recovery Programme.

The Timber Bridge Replacement Programme has been excluded from the draft plan, on the basis that the State Government has not responded positively to calls to reinstate the programme at this stage. This may change, given the fact that a state election is not far away and the State Opposition has committed to funding the programme.

Some inclusions in the plan are non-specific, such as reforming of shire roads. Subject to these items remaining in the plan, the specific details will be determined and Council advised accordingly prior to the work being commenced. Obviously, needs at the particular time would see priorities shift to some extent from what they might be at this time.

Relevant Reference Documents:

- Previous Five Year Road Plan (not attached)
- New Draft Five Year Road Plan (attached)

SHIRE OF WALGETT – AGENDA

Stakeholders:

- Walgett Shire Council
- Residents and Ratepayers of Walgett Shire
- Commonwealth Government
- New South Wales Government
- Roads and Traffic Authority

Financial Implications:

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

Recommendation:

That the attached draft Five Year Road Plan be placed upon public exhibition for a minimum of 28 days and that it be resubmitted, with any comments received, to Council for final adoption.

FIVE YEAR ROAD PLAN

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

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

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

Timber Bridge Replacement Programme – this state programme was originally due to commence in July 2005, but was deferred for a year but is now abandoned. The State Opposition has pledged to fund it if they win the next State Election, due in early 2007. However, in the current circumstances, this programme has been taken out of the five year road plan. If circumstances change, it can be re-introduced at a later date.

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

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

Year One – 2006/07

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

Comprising

Block Grant - \$800,000

REPAIR Programme - \$250,000

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

Roads to Recovery Grant - \$838,000

Supplementary Roads to Recovery Grant - \$838,000

Projects

- 1. Regional Road No 333 (seal 15km to 23.3km from Walgett towards Carinda) - \$1,169,000 (includes \$250,000 from REPAIR Programme)**
- 2. Regional Road No 329 (seal 50km to 55km from Collarenebri towards Burren Junction) - \$719,000**
- 3. Regional Road No 402 (heavy patch selected sections between Walgett and Cumborah) - \$300,000**
- 4. Regional Road No 7516 (gravel sheeting of selected sections) - \$200,000**
- 5. Shire Roads (reforming of selected road lengths) - \$388,000**
- 6. Walgett (town) – sealing of selected road shoulders - \$250,000**

Year Two – 2007/08

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

Comprising

Block Grant - \$800,000

REPAIR Programme - \$300,000

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

Roads to Recovery Grant - \$838,000

Projects

- 1. Regional Road No 333 (seal 23.3km to 29.3km from Walgett towards Carinda) - \$850,000 (assumes \$300,000 from REPAIR Programme)**
- 2. Regional Road No 457 (Selected lengths from Collarenebri towards Mungindi – seal for dust suppression) - \$300,000**
- 3. Shire Roads (reforming of selected road lengths) - \$488,000**
- 4. Sealing of village streets in Burren Junction - \$200,000**
- 5. Shire Road No 57 – Construction of new bridge over Milchome Creek (Epping Bridge) - \$300,000**

Year Three – 2008/09

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

Comprising

Block Grant - \$800,000

REPAIR Programme - \$300,000

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

Roads to Recovery Grant - \$838,000

Projects

- 1. Regional Road No 333 (seal 29.3km to 35.0km from Walgett towards Carinda) - \$800,000 (assumes \$300,000 from REPAIR Programme)**
- 2. Regional Road No 329 (seal 55km to 57.1km from Collarenebri towards Burren Junction) - \$300,000**
- 3. Shire Road No 103 (Selected lengths from Burren Junction towards Pilliga – seal for dust suppression) - \$250,000**
- 4. Sealing of village streets in Cumborah - \$200,000**
- 5. Shire Road No 57 - Construction of new bridge over unnamed watercourse (1st Epping Bridge) - \$200,000**
- 6. Shire Roads (reforming of selected lengths) - \$488,000**

Year Four – 2009/10

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

Comprising

Block Grant - \$800,000

REPAIR Programme - \$300,000

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

Roads to Recovery Grant - \$838,000

Projects

- 1. Regional Road No 333 (seal 35.0km to 39.2km from Walgett towards Carinda) - \$600,000 (assumes \$300,000 from REPAIR Programme)**
- 2. Regional Road No 457 (Selected lengths from Collarenebri towards Mungindi - seal for dust suppression) - \$300,000**
- 3. Regional Road No 202 (gravel resheeting of selected lengths) - \$150,000**
- 4. Shire Road No 101 (gravel sheeting of selected lengths) - \$150,000**
- 5. Shire Roads (reforming of selected lengths) - \$388,000**
- 6. Regional Road No 7716 (gravel sheeting of selected lengths – Pilliga end) - \$350,000**
- 7. Regional Road No 329 (seal 57.1km to 59.2km from Collarenebri towards Burren Junction) - \$300,000**

Year Five - 2010/11

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

Comprising

Block Grant - \$800,000

REPAIR Programme - \$300,000

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

Roads to Recovery Grant - \$838,000

Projects

- 1. Regional Road No 333 (seal 39.2km to 43.4km from Walgett towards Carinda) - \$600,000 (assumes \$300,000 from REPAIR Programme)**
- 2. Shire Roads (reforming of selected lengths) - \$388,000**
- 3. Regional Road No 426 (gravel sheeting of selected lengths) - \$350,000**
- 4. Sealing of village streets in Carinda - \$150,000**
- 5. Shire Road No 79 - replace timber deck at bridge over Pagan Creek - \$200,000**
- 6. Regional Road No 457 (Selected lengths from Collarenebri towards Mungindi - seal for dust suppression) - \$150,000**
- 7. Regional Road No 329 (seal 59.2km to 61.3km from Collarenebri towards Burren Junction) - \$300,000**

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 24

Subject: Timber Bridge Replacement Programme

Author: Alan Nelson – Manager Engineering

File No: 195/04/00/00

Summary:

This report recommends that Council makes representations to the New South Wales Government, to at least match a funding promise from the State Opposition, relating to the Timber Bridge Replacement Programme.

Comments (including issues and background):

The Timber Bridge Replacement Programme was first proposed by the New South Wales Government in 2003, and was to commence in 2004/05. This programme was postponed as part of the 2004 mini budget and it would now appear, in a practical sense, to have been completely abandoned by the State Government.

The State Opposition has committed to spending \$60 million during a four year term in government, to restore this programme. This level of expenditure equals that proposed by the State Government when the programme was first mentioned in 2003. Since that time, construction costs have increased, accordingly, in real terms, the commitment of the State Opposition is less than that originally proposed. However, it is a commitment nevertheless.

It would be reasonable to suggest that the overall condition of timber bridges throughout the state has declined since 2003 and continues to do so. In the absence of this programme, replacement of timber bridges is occurring at a very slow rate, if at all. In Walgett's case, one timber bridge which was trafficable in 2003 is now closed to all traffic.

The Local Government and Shires Associations is pressing the lemma Government, ahead of the state election in March next year, to re-establish the Timber Bridge Replacement Programme which it promised three years ago. It is suggested that Council should also make representations to the New South Wales Government, in support of the Local Government and Shires Associations, to re-establish this programme.

Relevant Reference Documents:

- Item 22 – Local Government Weekly Circular 37/06 dated 15 September 2006

Stakeholders:

- Walgett Shire Council
- New South Wales Government
- New South Wales State Opposition

Financial Implications:

Not Applicable

Recommendation:

That Council make representations to the New South Wales Government, in support of the Local Government and Shires Associations, to re-establish the Timber Bridge Replacement Programme no later than 2007/08 with funding in real terms no less than it was when the programme was originally promised in 2003.

Roads and Transport

Item 22: Local Government Welcomes Promise of Timber Bridge Funding

Contact: Richard Connors, Policy and Research

The Shires Association of NSW today welcomed a commitment by the State Opposition to spend \$60 million during a four-year term of government to restore the local roads timber bridge replacement program.

NSW councils have 2,333 timber bridges on their 162,000 kilometres of local roads which would qualify for State Government assistance.

The President of the Shires Association of NSW, Cr Col Sullivan OAM, said less than one quarter of regional timber bridges were in good condition.

"The Shires Association, and the Local Government Association, have nominated the timber bridge funding program as one of our top five priority requests to government

"The Labor State Government promised us a \$105 million contribution over seven years on a dollar for dollar basis to maintain bridges on regional roads, and reneged on this promise in the 2004 mini-Budget.

"I welcome the Opposition's pledge to restore a timber bridges program – and especially I want to recognize the efforts of the National Party Leader, Andrew Stoner.

"As he says, timber bridges are a vital part of the country road infrastructure network, and we are pleased to see that the funds under a Coalition Government will be directly given to councils," Cr Sullivan said.

Councils with the highest number of timber bridges eligible for funding include Kyogle, Bega Valley, Tenterfield, Narrabri, Hay and Wakool.

Cr Sullivan said bridge failures have a devastating impact on local communities.

"When they fail or are forced to be restricted, they isolate local communities and impact on everyday travel for medical treatment, grain haulage and school bus travel.

"Together with council funds, a restored timber bridge program represents a modest investment to significantly reduce a backlog of upgrading works.

"Many of our problems have developed because the State Government closed down a number of rural rail branch feeder lines, forcing additional heavy transport traffic on to local roads," Cr Sullivan said.

In the lead up to the next State election in March 2007, Cr Sullivan said the Shires Association would also press the Iemma Government to restore the timber bridge program it had promised in 2003.

R90/1270

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 25

Subject: Bridge over Barwon River – West of Walgett

Author: Alan Nelson – Manager Engineering

File No: 006/05/01/27

Summary:

This report recommends that Council retains the name “Dangar Bridge” for a structure over the Barwon River west of Walgett.

Comments (including issues and background):

In association with the replacement of the bridge over the Barwon River west of Walgett by the Roads and Traffic Authority in 2004, Council resolved that the new bridge be named the “Dangar Bridge”, taking the same name as the bridge which was being replaced.

Prior to making this resolution, Council invited community comment on naming proposals, one of which was the Eric (Monty) Morgan Bridge. After considering the naming proposals and the support they received, Council elected to retain the name “Dangar Bridge” for the new structure.

As this bridge is located on a State Highway, the concurrence of the Roads and Traffic Authority will be required if Council seeks a name change. In most instances, the Roads and Traffic Authority will concur with the wishes of Council in terms of bridge naming.

I have no doubt that the proponents of this bridge name have a good case for the name they are promoting. However, having said this, I also consider that Council had good reason for retaining the name “Dangar Bridge”. The background of the late Eric (Monty) Morgan does seem to lend his name to a bridge and, for this reason alone, it is suggested that the name Eric (Monty) Morgan Bridge be considered when the next unnamed timber bridge is replaced within the Walgett Shire.

Relevant Reference Documents:

- Council Resolution 81/04 – September 2004
- Letter supporting name change

Stakeholders:

- Walgett Shire Council
- Roads and Traffic Authority
- Walgett Community
- Petitioners

Financial Implications:

Minor signposting expenses would be involved, together with modest administration costs.

Recommendations:

1. That Council retains the name “Dangar Bridge” for a structure over the Barwon River west of Walgett.
2. That Council considers the name Eric (Monty) Morgan Bridge, when the next presently unnamed timber bridge is replaced within the Walgett Shire.

ATTACHMENT – RESOLUTIONS OF COUNCIL

SHIRE OF WALGETT - MINUTES

81/04 - Application to Name Bridges

RESOLUTION:

It was resolved on the Motion of the Administrator that the soon to be opened new bridge over the Barwon River, west of Walgett be named the Dangar Bridge.

Carried.

82/04 - Application to Name Bridges

RESOLUTION:

It was resolved on the Motion of the Administrator that individuals and groups be encouraged to participate in the naming of facilities that are unnamed.

Carried.

TO: Walgett Shire Council

RE: Morgan Family's Proposed Application

Name of Application: Naming of the Barwon River Bridge

Contact Person:	Ken Morgan	Greg Morgan
	7 Mark Place	6 Algona Crescent
	GOONELLABAH	ORANGE
	NSW 2480	NSW 2800

Telephone:	02 6624 8698	0439 58699
	0428 103631	

Email:	kmor2995@bigpond.net.au
---------------	-------------------------

The family of the late Eric (Monty) Morgan, together with Monty's extended family is seeking assistance from Walgett Shire Council in the naming of the Barwon River Bridge (5km west of Walgett after Eric (Monty) Morgan).

Eric was the second eldest of 5 children born to Eric and Edith Morgan nee Jackson (deceased) and lived all his life in Walgett before moving to Orange after the loss of wife and developing a medical condition that ended his life on the 12th April 2002.

A proud Aboriginal man, Monty has strong family and cultural ties to the Barwon Bridge through his great grandmother Nancy Clark, who was married to James Jackson, the father of Monty's Grandmother Sarah Jackson who was born in Walgett.

Monty's great grandmother's Death Registration Transcription Ref No: 1898/7413 states that her place of death and burial was at the Dangar Bridge, now known as the Barwon Bridge (see attached death registration).

Research reveals that Indigenous and non-Indigenous Walgett Shire residents all strongly agree and support this proposal (see signed attachment).

Eric (Monty) Morgan dedicated his entire working life (35 years) to the Walgett Shire Council, many of these years in the position of Bridge Ganger. ~~Monty throughout his lifetime earned the respect of all shire employees and~~ community members alike and was as a true gentleman and family man. The Walgett Shire Council and community members knew and valued his hard work and commitment to the community that he loved.

As a mark of respect for Monty's ancestral heritage, and his love of country; we provide this information to assist the Walgett Shire Council in their appraisal of our application to have the Barwon River Bridge named after Eric (Monty) Morgan.

SHIRE OF WALGETT – AGENDA

Should you require and further information, please feel free to contact either myself or Greg Morgan.

Yours sincerely,



Ken Morgan

Attaches:

Proposed Barwon Bridge (5km West of Walgett) Naming as Eric (Monty) Morgan Bridge



Support From Present And Former Walgett Shire Residents

18/SEP/2006/MON 05:20

P. 001

To Whom it May Concern

Re: Naming of Bridge over Barwon River

We the undersigned would like to see the bridge over the Barwon River named after Eric Monty Morgan.

History Of The Working Life Of Eric Monty Morgan.

Eric Monty Morgan dedicated his working life to the Walgett Shire Council.

In 1955 Monty started work as a labourer. Hard work and commitment quickly advanced him to become a qualified bridge carpenter.

Monty earned the respect from Shire bosses and employees. From this, he was awarded the position of Walgett Shire Bridge Ganger.

For the next thirty three years, Monty's duties were to maintain every wooden bridge in the Walgett Shire and he welcomed the challenges and responsibilities that came with this position.

Countless number of Shire employees worked with, under and beside Monty and always stating how they valued his opinion and commitment to the Walgett Shire. He was proud that his team always achieved and completed every task assigned to them.

Monty was highly respected and a positive member of the Walgett community. Both the Indigenous and non-Indigenous Community held him in high regard.

He was known as a true gentleman and family man, raising seven children of his own and caring for a number of extended family members throughout his lifetime.

We the undersigned would like to see the bridge over the Barwon River named after Eric Monty Morgan.

Name	Signature	Address
Dawn Morris	D. Morris	1 winter st. Orange
Ziriah Beale	Ziriah Beale	1 winter st. Orange.
Greg Morgan	Greg Morgan	6 ALCONA CRESC. ORANGE
J. Fyfe	J. Fyfe	83 CEDAR ST. WALGETT.
R. MORGAN	Ray Morgan	6/28 KENNA ST ORANGE
Josephine Smith	J. Smith	27. BARRETT ST ORANGE
Colin Morris	Colin Morris	27/MAULDER ST ORANGE

18/SEP/2006/MON 05:20

P. 002

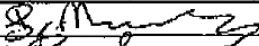

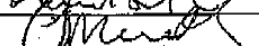
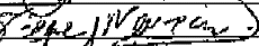

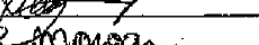
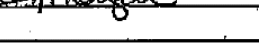
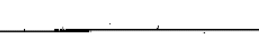
The following signatures of present and former Walgett residents support the naming of the Eric (Monty) Morgan Bridge as it was originally proposed.

Name	Signature	Address
NEVILLE ATKINSON	Neville Atkinson	27 BARRETT'S ST ORANGE.
Robin Smith	Robin E Smith	16 Lawson Cres ORANGE.
JAMES ROSE	James Rose	16 Lawson Cres ORANGE
Kim Morgan	Kim Morgan	39 Leura Rd. Orange.
SONNY CRAN	Sonny Cran	39 Leura Rd Orange
Kornie Schuler	K. Schuler	39 Leura Rd orange
William Miller	W. Miller	39 Leura Rd orange
LUKE MORGAN	Luke Morgan	39 Leura Rd Orange
Lyle Morgan	Lyle Morgan	14 Millie Cr. COWRA
Wendy Williams	Wendy Williams	15 CONEYFORD ST COWRA
Gemma Morgan	Gemma Morgan	39 Leura Rd orange.
Shayna Cran	Shayna Cran	39 Leura Rd Orange.
William Pitt	William Pitt	12/14 Alice St Newtown
LISA Morgan	LISA Morgan	42/1 Alice St Newtown.
John Pitt	John Pitt	42/1 Alice St Newtown
Smileene Gray	S. Gray	54 Darling St. GLEBE
Mark Dennis	Mark Dennis	54 Darling St GLEBE.
Gloria Cron	G. Cron	39 Leura Rd. Orange
Warren Turner	W. Turner	35 Cooper Rd Orange
CHARLY ASHBY	Charly Ashby	71 Denhurst Walgett
CHARLIE PETERS	Charlie Peters	7 WARREN ST COCKENBERRY
Gregory Morgan	Greg Morgan	6 ALCONIA Crescent orange
Gregory Swain	Greg Swain	127 Nelly Stewart Dr Doonside
Stephan Morgan	Stephan Morgan	
Robert Morgan	R. Morgan	4 Rill Pl orange
Laura Graham	L. Graham	"
Patricia Davis	P. Davis	9 JUBA ST ORANGE
Kate Davis	K. Davis	13 JUBA ORANGE
Alan S. Ashby	A. S. Ashby	4 Denhurst Walgett
Deanne Swain	D. Swain	1/2 Berry place Bidwill
Rhonda Bright	R. Bright	127 Nelly Stewart Dr Doonside
Melinda Williams	M. Williams	Unit 2/247 Dalton St Orange
MI'BLEYSONET	M. Bleysonet	174 SPRING ST ORANGE
DAVID MORGAN	David Morgan	83 Cedar St Walgett
KEVIN TICHE	K. Tiche	85 CEDAR ST WALGETT
Kim Sullivan	Kim Sullivan	109 Denhurst Walgett
Dorothy Sullivan	Dorothy Sullivan	109 Denhurst Walgett
Wayne THORNE	Wayne Thorne	76 Peel St WALGETT.
D. HALE	D. Hale	9 JUBA Cres
Edwin Hall	Edwin Hall	30 DENHURST St Walgett
ROY SHEPHERD	R. Shepherd	15 CINDIE RESERV
TERRY MORGAN	Terry Morgan	4/113 LORDS PL ORANGE
FIONA BEALE	Fiona Beale	1 WINTER ST ORANGE.

18/SEP/2006/MON 05:20

P.003

The following signatures of present and former Walgett residents support the naming of the Eric (Monty) Morgan Bridge as it was originally proposed.

Name	Signature	Address
Brad Murray		8 Tasha PL ORANGE
Patrick Schuler		34 HOPE ST WALGETT
Laurel Smith		8 Tasha PL ORANGE
Claude Marriage		15 Sutherland st WALGETT
STEVE MORRIS		30/16 Dewitt St Bankstown
ERIC Morgan		85 Cedar St Walgett
KENNETH MORGAN		7 MACA PL GUNNELLABAH 2100
Carol Morgan		7 MACA PL GUNNELLABAH 2100
Robert Morgan		
Eric Morgan		

18/SEP/2006/MON 05:20

P. 004

NSW DEATH REGISTRATION TRANSCRIPTION

REF NO 1898/7413

NAME	NANCY CLARK, HALF CASTE GIN
DATE OF DEATH	23/4/1898
PLACE	DANGAR BRIDGE, NEAR WALGETT NSW
OCCUPATION	
SEX	FEMALE
AGE	50
CONJUGAL STATUS	
PLACE OF BIRTH	WALGETT NSW
TIME IN AUST COLONIES	
FATHER	UNKNOWN
OCCUPATION	UNKNOWN
MOTHER	UNKNOWN
PLACE OF MARRIAGE	UNKNOWN
AGE AT MARRIAGE	UNKNOWN
NAME OF SPOUSE	UNKNOWN
CHILDREN OF MARRIAGE	UNKNOWN
INFORMANT	CERTIFIED BY H GILES SHAW, CORONER, NO RELATION, WALGETT
CAUSE OF DEATH	PNEUMONIA
LENGTH OF ILLNESS	9 MONTHS
MEDICAL ATTENDANT	MAGISTERIAL INQUIRY HELD AT DANGAR BRIDGE 25/4/1898 - H GILES SHAW JP, CORONER
DATE LAST SEEN	
DATE OF BURIAL	25/4/1898
PLACE OF BURIAL	DANGAR BRIDGE, NEAR WALGETT
MINISTER & RELIGION	ED HEFFERNAN, CHURCH OF ENGLAND
UNDERTAKER	MOURABIE BILL (ABORIGINAL)
WITNESSES	SARAH JACKSON, BUGILBONE JACK
CREMATION DATE	
CREMATION PLACE	
CREMATION INFORMANT	
CREMATION RELIGION	
CREMATION WITNESSES	
REGISTERED	26/4/1898 WALGETT

NOTES

DEL 11/11/07/375

Printed 8 June 2006



MARRIACT SERVICES
NSW GDM
TRANSCRIPTION
PT

MARILYN ROWAN PO BOX 95 Merri Central 2234 Phone (02) 95 13 9155 Fax (02) 95 13 1246 Email maryl@marriact.com.au www.transcriptions.com.au

NB: THIS TRANSCRIPTION IS NOT A CERTIFIED COPY FROM THE REGISTERS AND CANNOT BE USED IN ANY LEGAL PROCEEDINGS WHATSOEVER

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 26

Subject: Water Supply – Grawin Opal Fields

Author: Alan Nelson – Manager Engineering

File No: 032/01/01/56

Summary:

This report recommends that, in the face of significant community opposition, Council does not proceed further to investigate, then perhaps implement, a geographically based charging regime for cartage of water to the Grawin area in times when drought subsidy does not apply. In these periods it is recommended that water supply be considered as a private arrangement between the person(s) requesting the water and the contractor providing the service.

Comments (including issues and background):

In July 2006 Council was advised that the ongoing drought subsidy, which had been in operation in the Grawin area for several years, was to be amended from the end of September 2006. Further periods of drought subsidy would be tied to rainfall records showing below average rainfall, or worse, in the preceding three monthly period. Subsidised water carting would cease completely at the end of June 2007, pending a request from Council for a continuation of the subsidy. In July 2006, Council resolved to pursue the matter of cost recovery, in periods when the drought subsidy did not apply, with the Department of Local Government.

The Department of Local Government has now responded indicating that Council could charge a fee for supplying water to Grawin, in accordance with Section 608 of the Local Government Act 1993. Should Council elect to move in this direction, public notice of the fee would need to be provided and the other requirements of Section 610F of the Local Government Act 1993 complied with.

Since Council considered this matter in July 2006, evidence of very significant opposition within the Grawin area, to the possibility of a geographically based fee or charge for supply of water, has become evident. Having regard to the extent of this opposition, and the requirements of Section 610F(1) of the Local Government Act 1993, it is suggested that Council does not become involved in the cartage of water to the Grawin area in periods when the drought subsidy does not apply. In these periods, the cartage of water should be considered as a private arrangement between the person(s) requiring the water and a water cartage contractor. It is stressed that Council does not have any obligation to provide this service to any residents of these areas. If Council were to become involved and seek cost recovery from those obtaining the water, a very difficult administrative task would eventuate.

It is envisaged that cartage of water, in periods when drought subsidy applies, would continue as previously, with the NSW Government meeting 90% of the cost and Council meeting the balance through its General Fund.

Relevant Reference Documents:

- Advice from Department of Local Government
- Sections 608 and 610F of the Local Government Act 1993
- Council Resolution 182/06 – July 2006
- Letter from Minister for Water Utilities

Stakeholders:

- Walgett Shire Council
- NSW Government
- Department of Energy, Utilities and Sustainability
- Residents of Grawin, Glengarry, Sheeppyard Opal Fields

Financial Implications:

Not Applicable

Recommendation:

That Council recognises the extent of community opposition to any proposal to introduce any form of water charge for the Grawin area and does not become involved in the cartage of water to the Grawin opal fields in periods when a drought subsidy does not apply.

SHIRE OF WALGETT – AGENDA

Morning Alan

I apologise for the delay in responding to your letter of 29 June 2006 regarding methods of funding the provision of water supply services to the Grawin opal fields.

There are probably only a couple of options available to council in an attempt to recover costs associated with the provision of water supply services.

As you are aware, the Local Government Act allows a council to make a special rate for or towards meeting the cost of any works, services, facilities or activities provided or undertaken, or proposed to be provided or undertaken, by the council. However, I understand that this option has not met with community support.

Alternatively, under section 608, a council may charge and recover an approved fee for any service it provides, other than a service provided on an annual basis under section 496 or 501. The services for which an approved fee may be charged include supplying a service, product or commodity.

Should council wish to introduce charges or fees outside of the draft management plan process they must be mindful of the provisions of section 610F of the Act regarding public notice of fees:

(1) A council must not determine the amount of a fee until it has given public notice of the fee in accordance with this section and has considered any submissions duly made to it during the period of public notice.

(2) Public notice of the amount of a proposed fee must be given (in accordance with section 405) in the draft management plan for the year in which the fee is to be made.

(3) However, if, after the date on which the management plan commences:

(a) a new service is provided, or the nature or extent of an existing service is changed, or

(b) the regulations in accordance with which the fee is determined are amended,

the council must give public notice (in accordance with section 705) for at least 28 days of the fee proposed for the new or changed service or the fee determined in accordance with the amended regulations.

It is important that council consider the limitations and conditions associated with these sections of the Act when determining the course of action most appropriate to your circumstances.

The purpose of e-mailing is to speed up the process, however, if you require a more formal reply please let me know.

Damian

608 Council fees for services

(1) A council may charge and recover an approved fee for any service it provides, other than a service provided, or proposed to be provided, on an annual basis for which it is authorised or required to make an annual charge under section 496 or 501.

(2) The services for which an approved fee may be charged include the following services provided under this Act or any other Act or the regulations by the council:

- supplying a service, product or commodity
- giving information
- providing a service in connection with the exercise of the council's regulatory functions—including receiving an application for approval, granting an approval, making an inspection and issuing a certificate
- allowing admission to any building or enclosure.

(3) In particular, a council may charge an approved fee for inspecting premises that are reasonably required to be inspected in the exercise of the council's functions, whether or not the inspection is requested or agreed to by the owner or occupier of the premises.

(4) However, a council may not charge an approved fee for the inspection of premises that are not used for a commercial activity, except where it is necessary to inspect the premises in connection with an application for an approval concerning the premises or in connection with any inspection that is reasonably necessary to determine if an approval has been complied with.

(5) (Repealed)

(6) If inspections of premises are reasonably necessary to determine if an approval has been complied with:

- (a) an approved fee may be charged for such an inspection only if the charging of the fee has been included as a condition of the approval, and
- (b) an approved fee may not be charged for such an inspection before the approval is granted, and
- (c) an approved fee may not be charged for the inspection of any thing for which the council relies on a certificate under section 93 that the thing has been done in compliance with the approval.

(7) An approved fee charged for inspecting premises must be repaid to the person who paid it if the inspection is not carried out.

(8) An approved fee charged in connection with a service provided at an airport established and maintained by the council may be recovered from the holder of the certificate of registration issued under the Civil Aviation Regulations of the Commonwealth for the aircraft in respect of which the service was provided. This subsection applies whether or not the holder is the person to whom the service is actually provided.

[Statute Information](#) [Whole Instrument](#) [List Registers](#) [Historical Versions](#)

[Historical notes](#) [Search Title](#)

[Previous Page](#) [Next Page](#)

Chapter 15 >> Part 10 >> Division 3 >> Section 610F

Local Government Act 1993 No 30

610F Public notice of fees

- (1) A council must not determine the amount of a fee until it has given public notice of the fee in accordance with this section and has considered any submissions duly made to it during the period of public notice.
- (2) Public notice of the amount of a proposed fee must be given (in accordance with section 405) in the draft management plan for the year in which the fee is to be made.
- (3) However, if, after the date on which the management plan commences:
 - (a) a new service is provided, or the nature or extent of an existing service is changed, or
 - (b) the regulations in accordance with which the fee is determined are amended,the council must give public notice (in accordance with section 705) for at least 28 days of the fee proposed for the new or changed service or the fee determined in accordance with the amended regulations.
- (4) This section does not apply to a fee determined by a council for an application made in a filming proposal, if that fee is consistent with a scale or structure of fees set out in a filming protocol.

[End of Page](#)

ATTACHMENT – RESOLUTION OF COUNCIL

182/06 – Supply of Water to Grawin, Glengarry, Sheepyard Opal Fields

RESOLUTION:-

It was resolved on the Motion of the Administrator that Council accept in principle, the broad parameters for establishing the eligibility for drought assistance subsidy to the residents of the Grawin, Glengarry, Sheepyard opal fields and that cost recovery of the unsubsidised costs be pursued with the local community if the Department permits this to occur through the rating system.

Carried.



New South Wales

David Campbell

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

MO Ref: W0601991
DEUS Ref: 06/1325

Mr Vic Smith
Administrator
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

22 SEP 2006

Dear Mr ^{Vic} Smith

I refer to Walgett Shire Council's letter requesting financial assistance towards emergency water cartage to Grawin Opal Fields.

I commend Council for its actions to encourage residents to share the financial responsibility for the provision of water supplies. I have previously approved financial assistance for water cartage to Grawin Opal Fields, commencing 13 July 2005, until rainfall replenishes household tank and other supplies. This applies to the cost of ongoing or future water cartages to Grawin Opal Fields until 30 September 2006 or until rainfall replenishes these supplies.


From 1 October 2006 until 30 June 2007, in accordance with agreements between the Department of Energy, Utilities and Sustainability, Council and Grawin representatives, financial assistance for cartage will only be available when the Bureau of Meteorology website shows the preceding 3 monthly decile rainfall to be "Below Average" in the Grawin Opal Fields area. Subsidised water carting will cease at the end of June 2007, pending a request from Council for a continuation of the subsidy.

The financial assistance will be based on the cartage of a long term average of 5 kilolitres per day to Grawin Opal Fields at a rate of \$626 per 18 kL load or \$34.78 per kilolitre. Council will be required to meet the first \$3.73 per kilolitre of water carted. Council will also be expected to meet the full cost of carting quantities in excess of 5 kilolitres per day as a long term average.

Should you wish to discuss this matter, please contact Mr Ian Burton in the Tamworth office of the Department of Energy, Utilities and Sustainability on (02) 6764 5917.

Thank you for bringing this matter to my attention.

Yours sincerely


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

All correspondence to:
GPO Box 5341, Sydney NSW 2001
E: david@campbell.minister.nsw.gov.au
Fax: (61-2) 9228 3722

Ground Floor, 84 Crown Street
Wollongong NSW
Ph: (61-2) 4229 5744
Fax: (61-2) 4229 9113

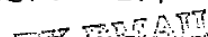
Walgett Shire
Council
RECD

27 SEP 2006

FILE: 215/01/05/00

LETTER No: ~~SJM~~ 11451

REFER: SJM AEM


Level 36, Governor Macquarie Tower
1 Farrer Place, Sydney NSW
Ph: (61-2) 9228 3777
Fax: (61-2) 9228 3722

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 27

Subject: REPAIR Programme – 2007/2008

Author: Alan Nelson – Manager Engineering

File No: 175/07/07/00

Summary:

This report recommends that Council submits applications for REPAIR programme funding for 2007/08 to extend the bitumen seal on Regional Road No 333 (Walgett-Carinda), Regional Road No 457 (Collarenebri-Mungindi) and Regional Road No 329 (Collarenebri-Burren Junction).

Comments (including issues and background):

Applications, closing on 3 November next, are currently being invited for the 2007/08 Regional Roads REPAIR Programme. The REPAIR programme is an annual roads programme, administered by the Roads and Traffic Authority and requiring a 50% contribution from Council. Council's contribution has, in the past, been funded from the Block Grant and the maximum grant per Council from the programme is capped at \$350,000. This represents an increase of \$50,000 from the previous cap. Notwithstanding this increased cap, it is suggested that Council limits its application to \$300,000 as it would be difficult to match the additional \$50,000 available without unreasonably compromising other works. There is no guarantee that a grant will be forthcoming as all projects submitted are prioritised and funded accordingly, within the limit of available funds.

In previous years, Council has been successful with funding applications to extend the bitumen seal on Regional Road No 333 (Walgett-Carinda), Regional Road No 383 (Pilliga-Coonamble) and Regional Road No 402 (Cumborah-Lightning Ridge). Applications have also been submitted for other regional roads, particularly Regional Road No 329 (Collarenebri-Burren Junction) and Regional Road No 457 (Collarenebri-Mungindi) but these have not been successful. It is considered unlikely that Council would be successful with an application for any road other than Regional Road No 333, however, having said that it is probably worthwhile to also submit applications for Regional Roads Nos 329 and 457 and let each be considered on their merits.

Relevant Reference Documents:

- Letter from Roads and Traffic Authority (inviting Council to apply for funding)

Stakeholders:

- Walgett Shire Council
- Roads and Traffic Authority

Financial Implications:

Council will be required to match any grant received, these funds coming from Council's Block Grant. This programme has no implications relating to Council generated income.

Recommendation:

That Council submits applications, in an amount of \$300,000, for REPAIR programme funding for 2006/07 to extend the bitumen seal on Regional Road No 333 (Walgett-Carinda), Regional Road No 457 (Collarenebri-Mungindi) and Regional Road No 329 (Collarenebri-Burren Junction).

SHIRE OF WALGETT – AGENDA

06M157;1
Phil Standen



Walgett Shire
Council
RECD

23 SEP 2006

26 September 2006

FILE: 175/07/07/00

LETTER No: 11579

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

REFER: STM per
KAW.

COPY:

Regional Roads REPAIR Program 2007/2008

Dear Sir/Madam

The purpose of this letter is to request proposals for projects for inclusion in the 2007/08 Regional Roads REPAIR Program.

Submissions are now invited, and copies of the project proposal forms to be submitted in respect of each nominated project are enclosed. The last date for submission for the 2007/08 Program is **Friday, 3 November, 2006.**

Road projects will be critically reviewed by the Technical Sub-Committee and will be selected for funding using the point system already established. Funding allocations to roads projects will be made on a dollar-for-dollar basis. The total maximum Roads and Traffic Authority (RTA) contribution available to each council is \$350,000 (\$600,000 for amalgamated councils).

Attached are notes from the 2006 Regional Consultative Committee (RCC) meeting setting out the various changes to the assessment process that were proposed by the Technical Sub-Committee and accepted by the RCC members over the last two years.

As previously agreed by the RCC, the following process will be adopted to assess the merits of projects submitted for consideration:

- RTA to undertake Initial assessment of both bridge and road proposals submitted;
- Individual councils will be notified by the RTA of the initial assessment;
- Any appeals to that assessment will be considered by a committee comprising of the RTA Asset Manager and representatives of the following councils:

Eastern Group:

Oberon
Wellington

Leigh Robins
Owen Johns

Roads and Traffic Authority
ABN 64 480 155 255



51-55 Currajong Street
Parkes NSW 2870

PO Box 334 Parkes NSW 2870
DX 20256 Parkes

T 131 782

www.rta.nsw.gov.au

-2-

Northern Group:

Moree
Warrumbungle

Murray Erbs
Kevin Tighe

Western Group:

Forbes
Parkes

Bruce Morris
Steve Barry

Councils are encouraged to provide as much hard data as necessary to support their application. In the instance when no hard data is available, a reasonably estimated figure would be appreciated, preferably with photographic evidence. In the past, a few proposals omitted some mandatory information on the assessment sheet. This makes the assessment process difficult and may lead to incorrect assumptions being made and lower points being allocated than justified.

For the purpose of consistency and simplicity, calculation of BCR for roads projects should be based on SIMCBA Version 3.0.

If you have any enquires, please contact Andrew Hargrave on 6861 1471 or by e-mailing Andrew.Hargrave@rta.nsw.gov.au.

Yours faithfully



Phil Standen
Asset Manager

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 28

Subject: Walgett Water Supply

Author: Alan Nelson – Manager Engineering

File No: 032/05/01/05

Summary:

This report briefs Council on initiatives which are being taken to introduce an amount of bore water into the Walgett town supply for potable purposes. This initiative is being taken for two reasons, these being to conserve surface supplies in continuing drought conditions as well as introducing a supply of potable water for the period next year when the filtration plant is taken out of service for heavy maintenance.

Comments (including issues and background):

Walgett has a dual water supply with one reticulation network supplying treated water for use inside the home or business and the other network supplying untreated water for external use. A pump intake on the Namoi River in the golf course area extracts water backed up from the Barwon River and supplies the town's untreated water supply network. A second intake, located further upstream on the Namoi River, supplies water to the Walgett Filtration Plant which, in turn, feeds the treated water reticulation network. This second intake lies outside the total influence of the Barwon River weir, particularly when the weir pool drops, accordingly a temporary weir was constructed several years ago across the Namoi River upstream of the highway crossing.

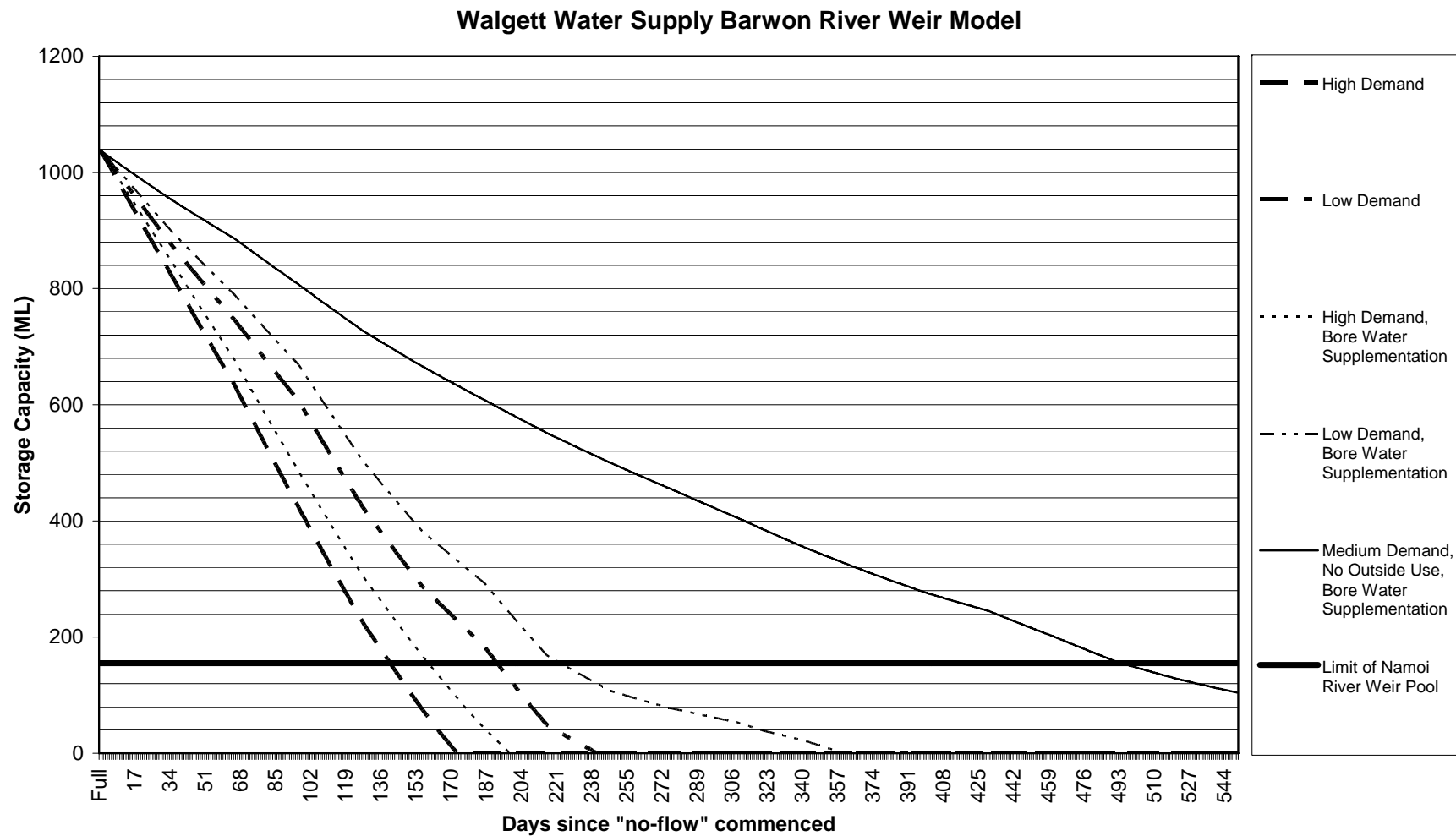
In mid 2005, a portable filtration plant was brought to Walgett, to allow the permanent filtration plant to be taken out of service for some heavy maintenance. Unfortunately, a local flood event in the Pilliga area produced an abnormal silt load in the river, creating a situation where the portable plant could not cope. Accordingly, this heavy maintenance was postponed and is still to be carried out. At this stage, it is envisaged it will be carried out in the winter period of 2007 when water demand is lowest. It is not planned to again rely on a portable filtration plant in this period.

Drought conditions have created a situation where no flow conditions exist in both the Barwon and Namoi Rivers. Both weir pools are starting to drop, the situation being more severe in the smaller weir pool which supplies the filtration plant. There are small flows further upstream in both the Barwon and Namoi Rivers, however, at the time of writing this report, it is not clear whether these flows will reach Walgett and replenish the weir pools to any extent.

In the past, water has been pumped from the Barwon weir pool, across the temporary weir in the Namoi River, to the weir pool which supplies the filtration plant.

This option is not being pursued in this instance, instead water from the artesian bore which supplies the Walgett Bore Baths is to be fed into the treated water reticulation network. This is being done for two reasons, the first being to conserve surface water supplies, the second being to establish the bore water supply in advance of the filtration plant maintenance work referred to above.

The following graph shows that using the bore will extend Walgett's water supply by 20 to 30 days at forecast current demand levels before water in the Namoi River adjacent to the town is exhausted. The maximum conceivable extension in Walgett's water supply would be in the order of 350 days if severe water restrictions were implemented at the commencement of the no-flow conditions. It should be noted that the graph is produced by a model of water supply and demand in the Barwon/Namoi weir pool (behind Darling Weir 11A) recently devised by Council officers. It accounts for seasonal fluctuations in demand and evaporation, but is subject to its accuracy being refined as further data becomes available. Note also that during the next six months, approximately 70% of Walgett's water demand is for external use (raw water use).



The bore capacity is insufficient to meet the requirements of both the town water supply and the bore baths, accordingly the bore baths facility has been temporarily closed whilst the bore is to be used for water supply purposes. The quality of the bore water is below that of treated surface water, however the variations from Australian Drinking Water Guidelines do not pose a health risk and are generally in line with the higher range test results relating to the Lightning Ridge supply.

The Walgett Shire Drought Management Plan is also currently under review. The objectives of this review include:

- Developing a workable set of triggers for implementing water restrictions;
- Identifying the need for new or improved infrastructure to better access the existing water resources;
- To meet current environmental standards; and
- To secure funding (where possible) for critical improvement works.

Relevant Reference Documents:

- Walgett – Drought Management Plan (not attached)

Stakeholders:

- Walgett Shire Council
- State Water
- Department of Energy, Utilities and Sustainability

Financial Implications:

Some plumbing work has been required to bring the Walgett Bore into service as a town water supply option, these modest costs being charged to the appropriate water supply maintenance cost heading.

Recommendation:

That Council note that initiatives which are being taken to introduce an amount of bore water into Walgett town supply for potable purposes and to secure the water supply during drought.

MANAGER ENGINEERING REPORT TO COUNCIL MEETING 19 OCTOBER 2006
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Item No: 29

Subject: Fees and Charges - Saleyards

Author: Barry Maher – Works Engineer

File No: 001/004/04/58

Summary:

This report seeks an amendment to fees and charges for saleyards as outlined in the 2006/2007 Walgett Shire Council Management Plan.

Comments (including issues and background):

Fees and Charges for Saleyards were adopted on 22 June 2006 as part of the 2006/2007 Walgett Shire Council Management Plan. Charges have been amended to better reflect current practice throughout the industry.

Local Agents have been consulted regarding these charges, which enjoy their support. It is considered that these amendments are minor and do not need to be subject to public consultation prior to adoption. Only one sale has been held in 2006/2007 and saleyards fees have not yet been determined.

Accordingly, by backdating the period, from when the new charges will apply, no saleyard user will be subject to an amended account.

There are some anomalies with the fees adopted for the saleyards and therefore need to be amended and adopted by Council for charges to be reflected in the 2006/2007 Management Plan.

Relevant Reference Documents:

- 2005/2006 Walgett Shire Management Plan (not attached)
- 2006/2007 Walgett Shire Management Plan (extract attached)

Stakeholders:

- Walgett Shire Council
- Users of Walgett Saleyards
- Stock and Station Agents

Financial Implications:

Minimal – overall saleyards income should not vary to any noticeable extent from that forecast in the management plan.

Recommendation:

That the fees and charges for saleyards listed in the 2006/2007 Walgett Shire Management Plan be amended and appear as follows and to be effective from 1 July 2006:-

ACTIVITY	FEE OR CHARGE	GST	BENEFIT	PRICING POLICY
ENGINEERING SALEYARDS				
Saleyard Fees Yard Dues	\$3.50 per head for cattle sold \$2.30 per head store cattle sold	Yes	Private	100% Cost Recovery
Saleyard Fees Yard Dues - Horses	\$2.60 per head	Yes	Private	100% Cost Recovery
Saleyard Fees Private Weighing of Cattle	\$3.50 per head	Yes	Private	100% Cost Recovery
Saleyard Fees Casual use of yards for sheep	\$28.90 per 1,000 or part thereof (min charge of \$28.90 on each occasion)	Yes	Private	100% Cost Recovery
Saleyard Fees Casual use of yards for cattle	\$31.50 per 100 or part thereof (min charge of \$31.50 per use)	Yes	Private	100% Cost Recovery

Attachment – Copy of 2006/2007 Fees and Charges for Saleyards

ACTIVITY	FEE OR CHARGE	GST	BENEFIT	PRICING POLICY
ENGINEERING SALE YARDS				
Saleyards Fees Yard Dues	\$3.50 per head	Yes	Private	100% Cost Recovery
Saleyards Fees Yard Dues - Horses	\$3.50 per head	Yes	Private	100% Cost Recovery
Saleyards Fees Private Weighing of Cattle	\$3.50 per head	Yes	Private	100% Cost Recovery
Saleyards Fees Casual use of yards for sheep	5c per head/per day (min charge of \$100.00 per use)	Yes	Private	100% Cost Recovery
Saleyards Fees Casual use of yards for cattle	\$1.00 per head/per day (min charge of \$100.00 per use)	Yes	Private	100% Cost Recovery
ENGINEERING				

COMMITTEE MINUTES TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 30

Subject: Walgett Shire Consultative Committee Minutes – 2 August 2006

Author: Walgett Shire Consultative Committee

File No: 145/04/07/00

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

FILE: 145/04/07

The following are minutes of the Walgett Shire Council Consultative Committee Meeting held on Wednesday, 2 August 2006 in the Walgett Council Chambers, commencing at 3.15pm.

1. PRESENT

Peter McHutchinson	Chairperson
Michael Woodham	Deputy Chairperson
Bronwyn Newton	Secretary
Stephen McLean	Management Representative
Janet Babic	Management Representative
Roy White	Management Representative
Ian Taylor	LGEA Representative
Len Smyth	DEPA Representative

Observer: Terry Dray – United Services Union

2. APOLOGIES

John Radman Committee Member

3. MINUTES

The Minutes of the Consultative Committee Meeting held on Wednesday, 5 July 2006 were confirmed, with the following amendments required:

Page Number 2
Mechanic – Leading Hand

Fix spelling error “Equipment”
“Ability to carry out minor repairs and minor/major adjustments on Council’s Plant & Equipment.”

Fix spelling error “Proprietor”
“RTA proprietor examiners ticket”

4. BUSINESS ARISING

Mechanic - Leading Hand

Terry Dray notified the committee concerns that Stephen McLean had recently raised with Terry regarding the class of licence required as an essential criteria on the newly endorsed position description for the Mechanic-Leading Hand position.

Terry advised the committee the concerns held by Stephen McLean regarding the class of licence required as essential criteria limited the ability for Council to advertise the position internally and also possibly limits the application pool if the position was advertised externally.

Consultative Committee Minutes

Page Number 1

SHIRE OF WALGETT – AGENDA

Following this explanation the committee decided to endorse the following change to the Mechanic-Leading Hand position description:-

Essential Criteria –
Current NSW Class 'C' drivers licence

RECOMMENDATION:

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

5. GENERAL BUSINESS

Tourism Development Officer

The Competency Criteria of Tourism Development Officer was submitted for endorsement by the committee. The following changes were made: -

Skill Step One -

Fix error "Association" – Should read as below

"Liaison with Walgett and District Association, community centres, other tourism centres, Schools and the community to develop, implement and promote tourism and internet services".

Skill Step Two -

Fix error "standard" – should read as below

"Demonstrated skills in providing optimum presentation standard of brochures, merchandise and displays for tourism initiatives in Walgett Shire".

RECOMMENDATION:

It was recommended that the Consultative Committee endorse the competency criteria of Tourism Development Officer following the above amendments.

Coordinator Human Resources

The Competency Criteria of Coordinator Human Resources was submitted for endorsement by the committee.

RECOMMENDATION:

It was recommended that the Consultative Committee endorse the competency criteria of Coordinator Human Resources.

OH & S Coordinator

The Competency Criteria of OH & S Coordinator was submitted for endorsement by the committee.

RECOMMENDATION:

It was recommended that the Consultative Committee endorse the competency criteria of OH&S Coordinator.

Community Liaison Officer

The Competency Criteria of Community Liaison Officer was submitted for endorsement by the committee.

RECOMMENDATION:

It was recommended that the Consultative Committee endorse the competency criteria of Community Liaison Officer.

Library Manager

The Consultative Committee received confirmation from the Community Liaison Officer, Mrs Gai Richardson as requested outlining her proposal for the Library Manager position.

A discussion was held by the committee to indicate what options were available to develop a Library Manager position and the effect the decision of implementing this position would have on staff and Council. It was discussed if it would be possible to redesign the Library Officer – Walgett position description to incorporate the extra duties and responsibilities proposed for the Library Manager.

It was decided by the committee to read the proposed Library Manager Position description and compare it to the current Library Officer - Walgett position description. The committee is to substantiate if the position of Library Officer – Walgett can be redesigned without causing a significant change leading to the position becoming redundancy and a new position be created as Library Manager.

Coordinator Human Resources to distribute copies of the current Library Officer – Walgett position description once the meeting was closed. This item to be discussed further at the next Consultative Committee meeting.

There being no further business the meeting closed at 4.10pm

**Next Meeting of the Consultative Committee Meeting will be held on
6th September 2006 at 3.00pm at the Council Chambers Meeting Room.**

COMMITTEE MINUTES TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 31

Subject: Walgett Shire Consultative Committee Minutes – 6 September 2006

Author: Walgett Shire Consultative Committee

File No: 145/04/07/00

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

FILE: 145/04/07

The following are minutes of the Walgett Shire Council Consultative Committee Meeting held on Wednesday, 6 September 2006 in the Walgett Council Chambers, commencing at 3.05pm.

1. PRESENT

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

Observer: Terry Dray – United Services Union

2. APOLOGIES

Stephen McLean	Management Representative
John Radman	Committee Member

3. MINUTES

The Minutes of the Consultative Committee Meeting held on Wednesday, 2nd August 2006 were confirmed, with no amendments required:

4. BUSINESS ARISING

Mechanic - Leading Hand

Coordinator Human Resources, Bronwyn Newton notified the committee that the position of Mechanic – Leading Hand evaluation documents have been processed through the Oo-soft program. The Grade for the Mechanic - Leading Hand is Grade 10.

This position is to be advertised internally as soon as possible.

5. GENERAL BUSINESS

Truck Driver (WaterCart Specialist)

Chairperson, Mr Peter McHutchison notified the committee that the Truck Driver (Watercart Specialist) incumbent had approached him on how the position could be re-evaluated due to changes such as Position title. Coordinator Human Resource, Mrs Bronwyn Newton advised that the change in Position Title related to the Organisational restructure and would not affect the grading of the position.

SHIRE OF WALGETT – AGENDA

Coordinator Human Resources, Mrs Bronwyn Newton notified the committee the key elements that affect the grading of positions are Authority, Accountability, Qualifications and Experience needed to complete the duties associated with the position.

Coordinator Human Resources, Mrs Bronwyn Newton suggested that the incumbent could revise his position description noting any relevant changes relevant to the position. If the changes are significant the Truck Driver (Watercart Specialist) incumbent and the supervisor of the position will need to complete an evaluation document to be processed through the Oo-soft system.

RECOMMENDATION:

It was recommended that a copy of the Truck Driver (Watercart Specialist) position description be issued to the incumbent to revise, noting any relevant changes to the position.

Caravans

Chairperson, Mr Peter McHutchison notified the committee that a number of employees have approached him regarding the poor state of the Caravans used by the Council staff.

It was advised that the caravans are mouldy, all parts inside are smashed, windows are broken, floor boards are cracking and urgent attention was required to either refurbish or replacement the caravans.

It was advised that this has been an ongoing issue for at least 2 years. Terry Dray, United Services Union Representative suggested if no response is received within the month that Peter McHutchison, Council's Union Representative should file a grievance response with the United Services Union.

RECOMMENDATION:

It was recommended that the Consultative Committee Secretary, Mrs Bronwyn Newton draft a letter to the OH&S Committee, General Manager, Manager of Engineering and Engineer Works requesting urgent action be taken to refurbish or replace the caravans.

If no response is received within a month then Council's Union Representative Mr Peter McHutchison is to file a grievance response with the United Services Union.

GIS Coordinator

Coordinator Human Resources, Mrs Bronwyn Newton supplied the committee with copies of a proposed GIS Coordinator position description. It was advised that the position is to be included into Council's Organisational structure under the Planning and Regulations department.

It was advised the position had not been processed through the Oo-Soft system because the document does not contain the appropriate skill descriptors associated with the position. Terry Dray, United Services Union advised that the Oo-Soft evaluation process was not only taken on the skill descriptors but also includes the Authority, Accountability, Qualifications and Experience. It was agreed by all committee members that the evaluation documents would need to be completed to ascertain the grading of the position.

SHIRE OF WALGETT – AGENDA

It was also agreed by all committee members that the GIS Coordinator position description be referred to the next Consultative Committee agenda allowing time for all members to peruse the document.

RECOMMENDATION:

It was recommended that the Consultative Committee endorse the GIS Coordinator position in principal however require the Oo-Soft evaluation documents to be completed and more time to peruse the GIS Position description.

Library Manager

Coordinator Human Resources, Mrs Bronwyn Newton advised the committee that she had spoken to the present incumbent of the Library Officer – Walgett position and the relevant supervisors regarding the possibility of redesigning the Library Officer – Walgett position to incorporate the extra duties as proposed with the Library Manager Position description.

It was agreed by all parties that the Library Officer – Walgett position description should be redesigned to incorporate the extra duties associated with the Library depots however the reporting line and supervisory responsibilities should remain with the Community Liaison Officer.

It was also agreed to remove Point 27 – Responsibilities “Cleanliness and security of library buildings and surrounds as this is duplication of Point 20 “Maintain cleanliness/Organisation of library including security.

RECOMMENDATION:

It was recommended that the Consultative Committee endorse the Library Officer – Walgett position description to incorporate the extra duties associated with the Library depots and remove Point 27 – Responsibilities.

Assistant Health & Building Surveyor

Coordinator Human Resources, Mrs Bronwyn Newton advised the committee for informational purposes only that the Assistant Health & Building Surveyor incumbent had terminated her flexible work arrangement by returning to work on a full time basis commencing 21st August 2006.

Customer Service Officer (Finance)

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

Discussion was held on General Accountabilities Point 9 “Perform other duties as directed”. It was agreed that Terry Dray, Union Representative is to advise Coordinator Human Resources, Mrs Bronwyn Newton other wording with similar meaning used by other Council’s to replace the current the wording as noted above.

Coordinator Human Resources, Mrs Bronwyn Newton advised the committee for informational purposes only that the Customer Service Officer (Finance) incumbent had commenced a flexible work arrangement by working part time hours commencing 6th September 2006.

RECOMMENDATION:

It was recommended that the Consultative Committee endorse the position description of Customer Service Officer (Finance), with amendment to General Accountabilities – Point 9 to be advised.

It was acknowledged by the Consultative Committee members that the Customer Service Officer (Finance) incumbent had commenced a flexible work arrangement.

Customer Service Officer (Finance)

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

Coordinator Human Resources, Mrs Bronwyn Newton advised the committee that there are two positions on the Organisational structure with the position title of Customer Service Officer (Finance).

Discussion was held on General Accountabilities Point 9 “Perform other duties as directed”. It was agreed that Terry Dray, Union Representative is to advise Coordinator Human Resources, Mrs Bronwyn Newton other wording with similar meaning used by other Council’s to replace the current the wording as noted above.

RECOMMENDATION:

It was recommended that the Consultative Committee endorse the position description of Customer Service Officer (Finance), with amendment to General Accountabilities – Point 9 to be advised.

There being no further business the meeting closed at 4.15pm

**Next Meeting of the Consultative Committee Meeting will be held on
4th October 2006 at 3.00pm at the Council Chambers Meeting Room.**

COMMITTEE MINUTES TO COUNCIL MEETING 19 OCTOBER 2006

Item No: 32
Subject: Local Area Traffic Committee Meeting
Author: Local Area Traffic Committee
File No: 145/04/00/00

Walgett Shire Council

**MINUTES OF THE LOCAL AREA TRAFFIC COMMITTEE MEETING
HELD WEDNESDAY 27th SEPTEMBER 2006 AT 2.00PM IN THE
WALGETT SHIRE COUNCIL CHAMBERS FILE:145/04/00/00**

PRESENT:

Alan Nelson, Chair	Manager Engineering, Walgett Shire Council
David Vant	Roads & Traffic Authority
Sharon Grierson	Roads & Traffic Authority

1. APOLOGIES:

David Simmons (Walgett Police)
Mary Casey-Marshall (Local Member's Representative)

2. PREVIOUS MINUTES

Moved David Vant Seconded Alan Nelson that the minutes of the August 2006 meeting held in the Walgett Shire Council Administration Building be accepted as a true and accurate record of proceedings.
CARRIED

3. BUSINESS ARISING FROM PREVIOUS MEETING

Alan Nelson advised that results from the installation of a traffic classifier on the Moree approach to Collarenebri were unavailable to this meeting. These results would be made available to the next meeting of the Committee.

4. INCOMING CORRESPONDENCE

All incoming correspondence has been included in the various agenda items.

5. PEDESTRIAN CROSSING – ARTHUR STREET, WALGETT

Father P.J. O'Neill, in company with Mr John Nolan (a parishioner) attended the Traffic Committee meeting to speak on this matter and discuss it with Sharon Grierson attended specifically regarding this matter.

Following discussion, it was stressed by Sharon that she could not support the removal or relocation of the crossing, simply to make parking available for churchgoers. Alan Nelson suggested that the issue of this crossing be subject to extensive community consultation as, to move the crossing to the east along Arthur Street would almost certainly appease Father O'Neill but provoke objection from other residents along the street. It was agreed that community consultation, taking particular note of the views of church parishioners, the school, residents in this block of Arthur Street and the local Police should be undertaken and the results brought back to the Committee and Sharon.

Moved David Vant Seconded Alan Nelson that extensive community consultation be undertaken on the need for this crossing, in the present location or an alternate location. Further that the results of this consultation be brought back to the Committee and Sharon Grierson be kept informed at all times of the progress of the community consultation.

CARRIED

6. APPLICATION FOR TOURISM RELATED SIGNAGE

An application has been received, from Mr Peter Waterford of Lightning Ridge, for approval to a fingerboard pointing in the direction of the Lorne Station Caravan Park. The fingerboard would be erected at the intersection of Lorne Road and Fred Reece Way and would be general in nature, not mentioning his business by name. David Vant indicated the sign should be symbolic rather than contain written wording.

Moved David Vant Seconded Alan Nelson that the application from Peter Waterford be accepted subject to the sign being symbolic and Mr Waterford meeting the cost to supply and erect the sign.

CARRIED

7. CARAVAN PARKING SIGNAGE - WALGETT

A letter has been received from the Walgett and District Tourism Association Inc requesting the provision of a sign in Fox Street (in front of the Walgett Shire Council Chambers) indicating the presence of parallel parking in Euroka Street (in front of the RTA Agency office). The Committee was not in favour of this as it may compromise people wishing to park in front of the RTA Agency to conduct business there, noting that caravans are already not excluded from parking there. In addition, it would encourage caravanners to park in Euroka Street and then carry out a U turn to return to the highway. The Committee felt that caravan (parallel) parking could be encouraged in Fox Street, immediately south of Euroka Street, subject to no sustained opposition from the proprietor of the general store at the corner.

Moved Alan Nelson Seconded David Vant that the store proprietor be consulted on a proposal to remove angle parking in Fox Street (southbound) between Euroka and Cedar Streets and that results of this consultation be reported back to the Committee.

CARRIED

8. NEXT MEETING

To be advised.

There being no further business, the meeting closed at 3.00PM.

PRECINCT COMMITTEE REPORTS TO COUNCIL MEETING 19 OCTOBER 2006
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Item No:

Subject:

Author:

File No:

No Reports Submitted

REPRESENTATIVE REPORTS TO COUNCIL MEETING 19 OCTOBER 2006
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Item No:

Subject:

Author:

File No:

No Reports Submitted