



AGENDA FOR ORDINARY COUNCIL MEETING

22 November, 2011

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held in the **Burren Junction RSL** on **22 November 2011**, commencing at 10.00am to discuss the items listed in the Agenda.

- Please note there will be an opening of the 2nd Evaporation pond at the Burren Junction Bore Baths commencing at 9.00am and the morning tea at the Burren Junction RSL Club prior to the Council meeting.
- A bus will be leaving the back of the Council Chambers at 7.45am.

Don Ramsland
GENERAL MANAGER

WALGETT SHIRE COUNCIL AGENDA

CONFLICT OF INTERESTS

What is a "Conflict of Interests" – A conflict of interests can be two types:

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

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

Remoteness

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

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

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

Relatives, Partners

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

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

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

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

No Interest in the Matter

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

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

Disclosure and participation in meetings

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

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

Participation in Meetings despite Pecuniary Interest (S452 Act)

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

Non-Pecuniary Interest – Must be disclosed in meetings.

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

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

Disclosure to be Recorded (S453 Act)

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

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## AGENDA

- 1. Opening of Meeting**
- 2. Acknowledgement of Traditional Owners**  
*I would like to acknowledge the traditional owners of the lands within the Walgett Shire and I would also like to acknowledge the Aboriginal and Torres Strait Islander people who now reside within this Shire.*
- 3. Apologies**
- 4. Welcome to Visitors**
- 5. Public Forum Presentations**  
*(Limited to five minute presentations, and must relate to items listed within the Business Paper)*
- 6. Declaration of Pecuniary/Non Pecuniary Interests**
- 7. Confirmation of Minutes/Matters Arising .....**
- 8. Reserve Trust Management Committee Reports**
- 9. Mayoral Minutes .....**
- 10. Motions of which Notice has been given .....**
- 11. Presentation of Petitions**
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- 15. Reports of Officers**  
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- 12. 2010/2011 Walgett Shire Council Financial Statements ..... 163

### **DIRECTOR PLANNING AND REGULATORY SERVICES**

- 13. Pilot Contaminated Soil Treatment, Walgett Airport..... 165
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- 17. Walgett Levee Rehabilitation Program..... 180

### **DIRECTOR ENGINEERING SERVICES**

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- 20. Block Grant Agreement 2011/2012 – November 2011 ..... 200

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

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

### **18. Confidential Reports/Closed Council Meeting..... Separate Cover**

#### **Councillor's Questions from Last Meeting**

Question from Cllr Lane

### **GOVERNANCE**

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### **URBAN INFRASTRUCTURE SERVICES**

- 3. Onyx Bore Pump construction – Lightning Ridge ..... 23

### **19. Close of Meeting**



**Apologies**

Clr Walford will be absent from the November 2011 Council Meeting.

**Welcome to Visitors**

N/A

**Declaration of Pecuniary/Non Pecuniary Interests**

N/A

**Confirmation of Minutes/Matters Arising**



**MINUTES FOR  
ORDINARY COUNCIL MEETING**

**25 October, 2011**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held in the **Walgett Shire Council Chambers** on **25 October 2011**, commencing at 10.00am to discuss the items listed in the Agenda.

Don Ramsland  
**GENERAL MANAGER**

# WALGETT SHIRE COUNCIL AGENDA

## WALGETT SHIRE COUNCIL MINUTES

### CONFLICT OF INTERESTS

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

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WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD IN THE WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 25 OCTOBER 2011 AT 10:09AM

PRESENT

Clr B Murray (Mayor)
Clr D Lane (Deputy Mayor)
Clr L Walford
Clr J Keir
Clr R Greenaway
Clr K Smith
Clr G Colless
Clr I Woodcock
Don Ramsland (General Manager)
Mr Raju Ranjit (Director Engineering Services)
Mr Fred Coralde (Director Urban Infrastructure Services)
Mr Ed Włodarczyk (Acting Finance Manager)
Mrs J Campbell (Minute Secretary)

Welcome to Visitors

The Mayor, Clr Bill Murray welcomed all visitors to the meeting and acknowledged the traditional owners of the land.

Apologies

10/2011/1 Apologies

Resolution:

That the apology from Clr Martinez be received and a leave of absence be granted.

Moved: Clr Greenaway

Seconded: Clr Smith

CARRIED

Public Forum Presentations

Jillian Kilby from JL Kilby

Jill made a presentation to Council on the following issues:

- Engineering sustainability
- Barwon Roads Project

Cameron Rowntree - President of Walgett Showground Committee

Cameron spoke to Council regarding the following issues:

- The funding that Council has supplied for the Showground. There seems to be a misunderstanding on the correct amount.

WALGETT SHIRE COUNCIL AGENDA

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- State of the Environment Report, particularly reference to clearing of land. He suggested that the reference should be to what is developed/cleared areas and what areas can be developed.
- Suggested that a Regional Plan be put in place for clearing of land.

Declaration of Pecuniary/Non Pecuniary Interests

Clr Greenaway declared a non pecuniary interest in item 2 - Committee of Council – Plant Committee Minutes in the closed section of the meeting because of an interest in a water carting business.

Clr Colless declared a non pecuniary interest in item 30 - Monthly Report from Director Engineering Services – October 2011 regarding any discussions relating Shire Road 64 Wimbledon Road because, as a transport operator, he has a vested interest in this road being sealed.

Confirmation of Minutes/Matters Arising

10/2011/2 Minutes of Council meeting –22 September 2011

Resolution:

That the minutes of the Council meeting held 22 September 2011 be confirmed.

Moved: Clr Woodcock

Seconded: Clr Walford

CARRIED

Reserve Trust Management Committee Reports

Nil

Mayoral Minutes

Nil

Motions of which Notice has been given

10/2011/3 Motion of Notice – Representation on the Local Community Working Parties

Resolution:

That Council has a discussion on our representation to the Local Community Working Parties and the general operations of these bodies.

Moved: Clr Greenaway

Seconded: Clr Keir

CARRIED

A discussion was held on the operations of each of the community working parties in Walgett Shire.

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Representation on the Local Community Working Parties

Motion:

Council cease to be represented at all its local community working party meetings.

Moved: Clr Greenaway

Seconded: Clr Smith

MOTION WITHDRAWN

10/2011/4 Representation on the Local Community Working Parties

Resolution:

That Council ceases to be represented at the various Community Working Parties as little benefit seems to be gained by Council for the broader community.

Moved: Clr Keir

Seconded: Clr Colless

CARRIED

10/2011/5 Representation on the Local Community Working Parties – Letter to Local Member

That Council write to the local member Kevin Humphries asking him to make representations to Department of Premier and Cabinet to re-institute the Interagency meetings chaired and administered by Premiers and Cabinet Department on a quarterly basis.

Moved: Clr Lane

Seconded: Clr Greenaway

CARRIED

Presentation of Petitions

N/A

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Councillors Questions From Last Meeting

Clr Woodcock

Question 1:

I sent an email in this morning regarding a lady in the Ridge whose yard is continually flooded.

Response:

The General Manager advised that he saw the email and will contact Clr Woodcock later in relation to the matter.

The Director Urban Infrastructure Services advised that he has investigated and found out that the lady complainant lives on a block of land that is lower than her neighbour/s. From her side of the fence, the ground was wet. Her lady neighbour has a large garden with trees and shrubs planted along the fence which is being watered daily. Our Team Leader at Lightning Ridge suggested the alleged offending neighbour not to water her trees and shrubs for a couple of days and let the ground dry out before watering again and not to saturate the ground causing water to run off onto her neighbour's land who lives in a lower block of land. We have advised the owner that her trees and shrubs are big enough to go without water for a longer period without being stressed. The owner agreed. We have received no complaints since then.

Clr Smith

Question 1:

When could the trees be planted and guards put in, in the main street, Collarenebri?

Response:

The Director Urban Infrastructure Services advised that work started on 13 October 2011 and should be completed within 3-4 days.

Clr Colless

Question 1:

Where did we get the money for the grandstand at No1 oval and what is the costing and progress?

Response:

The Director Urban Infrastructure Services advised that Council allocated \$35,000 from the Round 3 Regional Projects grant. The procurement cost is \$34,000 for the supply and installation of a 5-tier fixed grandstand. He further advised that an engineer's certificate is required and consultation with Council's Planning section prior for delivery/installation.

Clr Greenaway

I would like to advise Council to have a public meeting in relation to the Coal Seam Gas issues, so that the public can show their backing for Council's actions in relation to the issue.

Response:

No Action required.

WALGETT SHIRE COUNCIL AGENDA

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Question 1:

Is there a men's shed in Walgett?

Response:

Clr Keir advised that she suspected that the one with the AMS is still operational. She further advised that she will investigate.

The General Manager has advised that it has since been ascertained that it is not operational. A query has now been received concerning the establishment of a Walgett Men's Shed and a meeting is to be held shortly with interested parties.

A discussion was held on the status of the Mens Shed. Clr Keir informed the Council that it is not a Men's Shed rather a Men's Group that was running out of the Walgett hospital.

Clr Walford informed the Council that the Men's group is now defunct and that there is a car and computer and other valuables that have been taken back.

Clr Martinez

Clr Martinez advised that he will be an apology for next meeting as he will be away.

Response:

Noted

Clr Murray**Question 1:**

There are four lights that need replacing in Wee Waa Street to Fox Street?

Response:

The General Manager advised that the matter has been referred to Essential Energy for attention.

A discussion was held on the replacing of lights by Essential Energy. The Director Urban Infrastructure Services informed the Council that Essential Energy will be scheduling the replacement of the lights and that he will inform Council of when this will be happening.

Question 2:

The light pole in front of Landmark in Fox Street, when is it going to be replaced?

Response:

The Director Urban Infrastructure Services advised that he has discussed with Essential Energy and they will inform Council when it is scheduled to be fixed.

Question 3:

Can we have a report on the residential and light industrial land available in Walgett and Lightning Ridge for possible development and or sale?

Response:

The Director Urban Infrastructure Services advised that he is currently discussing with the Land and Property Management Authority regarding the classification of the land. He further advised that a progress report will be provided at the next meeting.

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

Question 4:

Can the pot holes in the bitumen road to Namoi Reserve/George Sands Way be fixed?

Response:

The Director Engineering Services advised that staff have completed this request.

Question 5:

Can we grade the bitumen road from the Gingie Mission to Conrad Bolton irrigation channel as it is dangerous in parts?

Response:

The General Manager advised that the history of this road is being researched with a view to replacing a detailed report to the November Meeting.

Question 6:

Gravel be replaced on the bottom of the Barokaville Creek Bridge, (RTA Floodway) has this been done?

Response:

The Director Engineering Services advised that staff have completed this request.

Reports of Delegates and Representatives

11:17am Cllr Walford and Cllr Smith left the meeting

10/2011/6 Award Consultative Committee Minutes

Resolution:

1. That Council received and note the minutes of the Award Consultative Committee meeting for 20 September 2011.

Moved: Cllr Lane

Seconded: Cllr Greenaway

CARRIED

11:18am Cllr Smith and Cllr Walford returned to the meeting

11:21am Cllr Keir left the meeting

11:22am Cllr Keir returned to the meeting

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/7 OH&S Committee Minutes

Resolution:

1. That Council received and note the minutes of the Occupational Health & Safety Committee meeting for 8 September 2011.
2. Council re-affirm its commitment to the attached OH&S policy and procedure statement.

Moved: Clr Woodcock
Seconded: Clr Greenaway

CARRIED

10/2011/8 OH&S Commitment – Notify users

Resolution:

That Council advise local organisations of pending changes in legislation and request that they give Council advance notice whenever working bees are to be conducted on Council owned assets where volunteers will be in attendance.

Moved Clr Colless
Seconded: Clr Keir

CARRIED

10/201/9 Orana Regional Organisation of Council (OROC) Minutes of meeting

Resolution:

1. That Council receive and note the minutes of the Orana Regional Organisation of Councils held on 29 July 2011 and 7 October 2011.
2. Note Council's representatives' commitments in relation to:
 - a. Social reform initiatives.
 - b. Natural Disaster Relief Scheme review.

Moved: Clr Woodcock
Seconded: Clr Walford

CARRIED

11:27 am Clr Greenaway left the meeting

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

11/2011/10 Lightning Ridge & Surrounding Opal Fields Management Reserve Trust

Resolution:

1. That the draft minutes of the Lightning Ridge & Surrounding Opal Fields Management Reserve Trust meeting held on 31 August 2011 be received and noted.

Moved: Clr Lane

Seconded: Clr Woodcock

CARRIED

10/2011/11 Netwaste Forum Meeting

Resolution:

1. Council note the Netwaste Minutes of the meeting held at Gilgandra Library on 9 September 2011.
2. Council that Netwaste will hold the following events at Mudgee:
 - a. 1 December 2011 – Asbestos Management Workshop
 - b. 2 December 2011 – Netwaste Forum

Moved: Clr Woodcock

Seconded: Clr Keir

CARRIED

Reservation of items for Debate

Nil

Reports of Officers

11:29am Clr Greenaway returned to the meeting

10/2011/12 Council Quarterly decisions Action Report (July to September)

Resolution:

That the action register be received and noted.

Moved: Clr Smith

Seconded: Clr Woodcock

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/13 Circulars received from the Division of Local Government – October 2011

Resolution:

1. That the information contained in the following Departmental circulars 11-22 to 11-30 from the Local Government Division Department of Premier and Cabinet be received and noted.
 - Circular to Councils 11/22 - Guidelines for Council Administered Elections 2012
 - Circular to Councils 11/23 - GST Certificate - Revised Requirements
 - Circular to Councils 11/24 - Snapshot of NSW Councils - Comparative Information on NSW Local Government Councils 2009/10
 - Circular to Councils 11-25 Planning for Ageing Population
 - Circular to Councils 11-26 Ward Boundary and Name Changes
 - Circular to Councils 11-27 Findings from Review of Councillor Expenses and Facilities Policies
 - Circular to Councils 11-28 The Destination 2036 Outcomes Report
 - Circular to Councils 11-29 Guidelines for the Preparation of a Special Rate Variation Application and Guidelines for the Preparation of an application to Exceed the Minimum Rate Statutory Limit 2012/2013
 - Circular to Councils 11/30 – Constitutional Referendums

Moved: Clr Woodcock

Seconded: Clr Keir

CARRIED

10/2011/14 Circulars received from the NSW Local Government and Shires Association of NSW – October 2011

Resolution:

That:

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

Moved: Clr Woodcock

Seconded: Clr Lane

CARRIED

10/2011/15 Monthly Calendar – October 2011

Resolution:

1. That Council receive and note the regular monthly calendar for the period October to December 2011.

Moved: Clr Woodcock

Seconded: Clr Smith

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/16 Delegates and Representatives to, and members of External bodies

Resolution:

1. That the following two Committees be included in Council's 2011/2012 Delegates and Representatives list:
 - * Coonabarabran – Mungindi Road Upgrade Project Steering Committee
 - * Water Utilities Group
2. That the Mayor be Council's delegate on the Water Utilities Group.
3. That Cllr Greenaway be Council's delegate on the Coonabarabran – Mungindi Road Upgrade Project Steering Committee.

Moved: Cllr Smith

Seconded: Cllr Woodcock

CARRIED

10/2011/17 Destination 2036 Outcomes Report – Opportunity for Comment

Resolution:

1. That the Mayor and the General Manager be delegated the Authority to prepare council's response in relation to the Destination 2036 Report.

Moved: Cllr Woodcock

Seconded: Cllr Greenaway

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/18 Walgett PCYC Proposal – Need for Council Endorsement

Resolution:

That Council:

1. Formally endorse the submission of an Expression of Interest for the establishment of a PCYC facility for Walgett Shire
2. Commit all reasonable resources to the preparation of the Expression of Interest and development of necessary plans and specifications for the proposed development.
3. Identify what current resources/commitments could be transferred to the proposed facility.
4. And if the Expression of Interest is successful, commit to expediting the implementation of the proposed project.

Moved: Clr Greenaway

Seconded: Clr Keir

CARRIED

10/2011/19 2012 Australia Day Celebrations

Resolution:

That:

1. Council advertise for Expression of Interest from community members to form an Australia Day Community Committee for 2012.
2. The Mayor and Councillors Clr Keir and Clr Walford be members of the 2012 Australia Day Awards Judging panel.
3. The Mayor be the chairperson of the Judging panel.
4. The Mayor and Councillors on the Panel be authorised to determine community members of the Panel and to invite community members to join the Panel.

Moved: Clr Woodcock

Seconded: Clr Lane

CARRIED

WALGETT SHIRE COUNCIL AGENDA

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10/2011/20 Library Agreement – letter to Moree Plains Shire Council General Manager

Resolution:

That depending on the results of the meeting being held on Wednesday 26 October 2011, Council write an official letter to the General Manager of the Moree Plains Shire Council expressing Council's concerns with the organisation of the Regional Library Agreement.

Moved: Clr Greenaway

Seconded: Clr Smith

CARRIED

10/2011/21 Fees and Charges on Crown Reserve – Letter to Mr Page

Resolution:

That Council write a letter to Minister for Local government Hon Don Page MP outlining that some years ago the Land Management and Property Authority were the ones that implemented the charges on Crown reserves and Council has no control over it.

Moved: Clr Lane

Seconded: Clr Greenaway

CARRIED

The General Manager advised that he will ask staff to investigate the fees and charges for the crown reserves.

12:06pm Clr Colless left the meeting

12:06pm Clr Colless returned to the meeting

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/22 Matters Generally for Brief Mention or Information only from General Manager – October 2011

Resolution:

1. That the following matters listed by the General Manager for brief mention or information be received and noted.
 1. Correspondence from Honourable Sophie Cotsis
 2. Ministerial Circular – M11-01 - EQUITABLE AND AFFORDABLE ACCESS TO COUNCILS' SPORTING AND RECREATIONAL FIELDS
 3. Regional Library Agreement
 4. Rural Financial Counsellor
 5. Lightning Ridge Bore and Pipeline Progress
 6. Community Strategic Plan
 7. 2012 Elections
 8. Internal Auditor Appointment Progress
 9. Annual Report
 10. Lightning Ridge HACC Centre Progress
 11. Collarenebri Water Supply Issues
 12. Capital Works Water & Sewerage
 13. Villages Water & Sewerage Operation and Maintenance Supervision Agreement.
 14. Review of 2011/2012 Management Plan

Moved: Clr Lane

Seconded: Clr Woodcock

CARRIED

10/2011/23 RV Friendly Scheme for Walgett Shire Towns & Villages

Resolution:

1. That council receive and note the report in relation to RV Friendly Town Schemes within Walgett Shire and seek submissions from the General Public.
2. That Council endorses all 6 applications including Burren Junction, Collarenebri, Carinda, Rowena, Lightning Ridge and Walgett and supports the establishment of signage once Walgett Shire Council has received approval from CMCA once any submissions have been reviewed.
3. That Council advise the CMCA of the proposals and seek approval to establish appropriate signage.

Moved: Clr Lane

Seconded: Clr Woodcock

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/24 Report on Youth Development and Services – July to September 2011

Resolution:

1. That the quarterly report on Youth Development and Services for the period July 2011 – September 2011 be received and noted.

Moved: Clr Greenaway

Seconded: Clr Smith

CARRIED

10/2011/25 Variation of funding agreement - Walgett Youth Facilities Support Project

Resolution:

That Walgett Shire Council resolves to:

1. Authorise the Mayor and General Manager to sign and affix the Council seal to two copies of the Variation of Funding Agreement for the Walgett Youth Facilities Support Project.

Moved: Clr Woodcock

Seconded: Clr Smith

CARRIED

10/2011/26 Variation of funding agreement - Walgett Youth Resources

Resolution:

That Walgett Shire Council resolves to:

1. Authorise the Mayor and General Manager to sign and affix the Council seal to two copies of the Variation of Funding Agreement for the Walgett Youth Resources project.

Moved: Clr Lane

Seconded: Clr Greenaway

CARRIED

10/2011/27 Public Interest Disclosures Policy & Procedure

Recommendation:

1. That Council adopt the draft Public Interest Disclosure Policy and place the draft policy on public exhibition for a period of 28 days as per the requirements of the Local Government Act 1993.

Moved: Clr Woodcock

Seconded: Clr Walford

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

12:15pm Clr Lane left the meeting
12:18pm Clr Lane returned to the meeting

12:20pm Clr Woodcock left the meeting

10/2011/28 Cash on Hand and Investment Report as at 30 September 2011

Resolution:

1. That the cash on hand and investment report as at 30 September 2011 be received.

Moved: Clr Greenaway
Seconded: Clr Smith

CARRIED

12:21pm Clr Smith left the meeting

10/2011/29 Annual Financial Statements 2010 - 2011

Resolution:

That:

1. The Draft Annual Financial Reports for 2010/2011 be referred to Council's Auditor.
2. The Mayor, General Manager and Acting Finance Manager be authorised to sign the necessary Financial Statements.
3. On receipt of the Audited Report, a copy be forwarded to the Department of Local Government and the Australian Bureau of Statistics.
4. Council delegate to the General Manager the authority to set the date at which the Auditors report and the Financial Statements be presented to the public.
5. Public notice be given of the meeting date for formal presentation of the audited Annual Financial Reports for 2010/2011

Moved: Clr Colless
Seconded: Clr Keir

CARRIED

12:22pm Clr Woodcock returned to the meeting

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/30 Development and Complying Development Certificate Applications

Resolution:

That Walgett Shire Council resolve to:

- Note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority during August & September 2011.

Moved: Clr Greenaway

Seconded: Clr Walford

CARRIED

12:23pm Clr Smith returned to the meeting

12:29pm Clr Walford left the meeting

12:35pm Clr Walford returned to the meeting

10/2011/31 State of the Environment Report 2011-2011

Resolution:

That this report be deferred so that the Director Planning & Regulatory Services can include the councillors comments relating to farming practices and by providing positive comments in document regarding clearing.

Moved: Clr Greenaway

Seconded: Clr Lane

CARRIED

10/31/32 Matters Generally for Brief Mention or Information only from Director of Planning & Regulatory Services

Resolution:

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

- a) DRAFT WALGETT LOCAL ENVIRONMENTAL PLAN 2011
- b) DEVELOPMENT APPLICATION - WALGETT POLICE STATION
- c) URBAN ADDRESSING PROJECT
- d) CONSTRUCTION CERTIFICATE APPLICATION – SUPERMARKET LIGHTNING RIDGE
- e) ENVIRONMENTAL HEALTH & BUILDING SURVEYOR POSITION
- f) TOWN PLANNER POSITION
- g) CONTRACT BUILDING CERTIFICATION & ENVIRONMENTAL HEALTH SERVICES

Moved: Clr Keir

Seconded: Clr Smith

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/33 AFM – Water Restriction Policy Review

Resolution:

1. Council accept and approve the Water Restriction Policy Review and its amendments:
 - a. Permanent Water Conservation Measure
 - * Hand-held hoses connected to water scheme supply, micro-spray or automatic sprinklers for lawns and gardens cannot be used between 10am to 2pm on any day.
 - b. Water Restriction Level 1:
 - * Use of water sprinklers for lawns and gardens except hand-held hose are not allowed. The use of water on newly laid sod or planting outside this restriction is allowed on exceptional circumstances.
 - * No hosing of hard surfaces, including personal/private vehicles at any time
 - * No hoses or taps to be left running unattended except when filling pools or containers.
 - * Washing vehicles using a bucket is permitted.
 - c. Water Restriction Level 2:
 - * Public parks, sport fields and school grounds are only able to be watered within the water supply allocation.
 - * Washing vehicles using a bucket is permitted.
 - * All other domestic and commercial watering activities are suspended.
 - d. Water Restriction Level 3:
 - * All outdoor and non-essential indoor use of water is prohibited.
 - * Bulk water filling from standpipes is prohibited.
 - * Fire hoses must only be used for fire fighting purposes – not for cleaning.
2. Council acknowledge that the water supply will vary depending on the demand requirement of each town and therefore, appropriate water restriction levels will be imposed when a shortage of water arises in each situation.
3. Council publish this Water Restriction Policy prior to its commencement on 30 November 2011.
4. Council in accordance with Section 377 of the Local Government Act 1993, delegate power to the General Manager to serve penalty notices for the breach of water restrictions, effective 30 November 2011.

Moved: Clr Smith
Seconded: Clr Walford

CARRIED

1:01pm Adjourned for lunch
1:32pm Council returned from lunch, all previously present again in attendance

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

| | |
|---|--|
| 10/2011/34 | Natural Resource Management (NRM) Management Training |
| Resolution: | |
| <ol style="list-style-type: none">1. Council note the half-day LGSA Training Module held at Gilgandra Library on 10 October 2011.2. Council note that environmental outcomes not outputs as NRM's values must fit in its Community Strategic Plan (CSP).3. Council note to rank NRM priorities, determine methods of ranking these priorities and what resources are to be allocated to fit in with the Community Strategic Plan. | |
| Moved: Clr Woodcock | |
| Seconded: Clr Lane | |
| CARRIED | |
| 10/2011/35 | Matters Generally for Brief Mention or Information only from Director Urban Infrastructure Services |
| Resolution: | |
| <ol style="list-style-type: none">1. That the following matters listed by the Director Urban Infrastructure Services for brief mention or information only be received and noted.<ol style="list-style-type: none">1. Dementia Day Care Centre, Lightning Ridge2. Round 2 Regional Infrastructure Projects3. Burren Junction 2nd Evaporation Pond4. Water Readings5. Aboriginal Communities Water and Sewerage Program6. New Landfill Development7. Country Water & Sewerage Program8. Carinda Water Supply9. Lightning Ridge Bore bath10. Water to Miner's Camp, Lightning Ridge11. Levels of Service12. GPT at Lightning Ridge Golf Club13. Lightning Ridge New Bore – Onyx Street14. Walgett Swimming Pool Damaged Shade | |
| Moved: Clr Woodcock | |
| Seconded: Clr Lane | |
| CARRIED | |

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/36 Roads & Traffic Authority – Funding for school bus stop in Come By Chance \

Recommendations:

1. That Council note the RTA funding for school bus stop construction
2. That Council approve the note of \$27,952 for this project.

Moved: Clr Woodcock

Seconded: Clr Keir

CARRIED

10/2011/37 2011 Australian Local Government Association National Roads and Transport Congress

Resolution:

1. That Council approve Councillors , the General Manager and the Director Engineering Services representing Council at the 2011 National Roads and Transport Congress in Mount Gambier and that expenses be paid.

Moved: Clr Woodcock

Seconded: Clr Keir

CARRIED

10/2011/38 Auslink Roads to Recovery Funding for 2011-2012 Projects

Resolution:

1. That Council note the Roads to Recovery funding for the projects.
2. That Council approves the note of \$1,375,000.00.

Moved: Clr Keir

Seconded: Clr Smith

CARRIED

10/2011/39 Monthly report from Director Engineering Services – October 2011

Resolution:

1. That Council receive and note the regular monthly road & Bridge report.

Moved: Clr Woodcock

Seconded: Clr Colless

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

Clr Colless declared a non pecuniary interest in item 30 - Monthly Report from Director Engineering Services – October 2011 regarding any discussions relating Shire Road 64 Wimbledon Road as he has a vested interest in this road being sealed.

Reports of Committees

The Plant Committee Report will be raised in Closed Committee

Questions for the next Meeting

Clr Lane

Question 1:

Council staff recently removed the trees from the main street in Lightning Ridge. Councillors were not informed beforehand. Trees were removed because of roots I assume. Can Council staff please prepare a detailed plan with appropriate tree selection for Morilla and Opal Streets for improvement of both these streets?

Response:

The Director Urban Infrastructure Services advised that a report will be provided at the next Council Meeting.

Question 2:

Mr King has sent me a file on this dealings with Council in relation to the Sheepyard Pub. In it he makes several allegations against council and councils staff. Could the General Manager please prepare a report for council covering all our dealings with Mr King?

Response:

The General Manager advised that he will prepare a report to Council on the above issue.

Clr Greenaway

Question 1:

In relation to the sewer dump point at Burren Junction Bore Baths, what is the cost?

Response:

The General Manager advised that he will arrange for a report to be prepared for the next meeting.

Clr Keir

Question 1:

What is the current situation with Burren Junction Preschool bus stop?

Response:

The Director Engineering services advised that he has estimated the cost is currently looking for funding to pay for it. He further advised that the RTA have advised that they will not provide funding for it.

The Director further advised that the cost is approximately \$35,000, however he needs to make some slight alterations to the plans.

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

Question 2:

Could we have timely maintenance of the Collarenebri cemetery like the Walgett cemetery?

Response:

The Director Urban Infrastructure services advised that he will take on notice.

Clr Smith

Question 1:

Can something be done to the giveaway sign or the tree that is near the Collarenebri Post Office. You can not see the sign because of the tree?

Response:

The Director Rural Infrastructure Services advised that he will refer the matter to the local traffic committee.

Disclosure Returns

Pursuant to Section 450A of the Local Government Act 1993 the General Manager tabled disclosure returns completed and submitted pursuant to Section 449 of the Act by the following designated persons:

Ramesh Sharma
Clr Jane Keir
Trevor Campbell

Andrew Wilson
Clr Robert Greenaway
Don Ramsland

MD A Hasnat
Trevor Campbell (2009-2010)

Confidential Reports/Closed Council meeting

10/2011/40 Move into Closed Session at 2.15pm

Resolution:

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

- (a) that personnel matters concerning particular individuals (other than councillors).
- (c) that information that would, if disclosed confer a commercial advantage on a person with whom the council is conducting business (or proposed to conduct) business
- (d) that the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Moved: Clr Greenaway
Seconded: Clr Woodcock

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/41 Walgett and Collarenebri Fluoridation Tenders

Resolution:

1. That Council accept the amended tender of Prominent Fluid Controls Pty, Ltd. in the amount of \$106,000.00 excluding GST for the installation and construction of two fluoride dosing systems in Walgett and Collarenebri.
2. That Council advise the Office of Water and Centre of Oral Health that the amended Tender of Prominent Fluid Controls Pty, Ltd. in the amount of \$106,000.00 excluding GST for the installation and construction of two fluoride dosing system in Collarenebri has been accepted.
3. That Council commence training of Walgett and Collarenebri urban water staff in fluoridation monitoring and management.
4. That Council advise the general public of the installation of the fluoride dosing system, its associated health benefits for the future of the children of Walgett and Collarenebri townships.

Moved: Clr Woodcock
Seconded: Clr Smith

CARRIED

Clr Greenaway declared a non pecuniary interest in the following item because of an interest in a water carting business.

10/2011/42 Committee of Council – Plant Committee Minutes

Resolution:

1. That Council approves the Council Plant Committee minutes of 19 October 2011.
2. That the following recommendations approved at the plant committee meeting be approved at this meeting of Council.
 - a. That the Plant Committee recommends Council accept the tender of Man Automotive Imports P/L in the amount of \$ 264,264.00 for supply & delivery of One (1) 90t GCM prime mover with quick release tipping body with the following items to be checked and any amendments appropriate made to the quoted price :
 - * Check what is included with the training (Extent of training)
 - * Check what manuals will be included (They should come standard - need workshop manual and operation manual)
 - * Remove Automated Manual Transmission from price - \$10,500
 - * Remove Alloy Wheels from price (should be steel) - \$2,400
 - * Check if tools needed for wheel changes comes standard
 - * Check if air hose connection should be standard
 - * Check if chassis mounted rear mudguard comes standard.
 - * Check suspension to have driver activated air dump and raise controls option
 - * Check if we can change the turntable option. (Remove turntable and make it quick release greasesless turntable with no bore race)

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

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|-----------------------|--|
| *
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* | Check electrically operated and heated rear vision mirror on both sides
Check Speed limited fitted (Speed limited to 90kmh)
Remove 40 Channel UHF radio (Workshop staff to fit) - \$400
Remove 3g Band Phone Antenna (Workshop staff to fit) - \$280
Check if tail lights are fitted to the Prime Mover |
| b. | That the Plant Committee recommends Council accept the tender of Moore in the amount of \$ 167,727.30 for the supply & delivery of two (02) Step – Deck Plant Trailers on the basis that:
a. It is an Australian Product
b. Access to parts and service in Australia
c. Proven reliability of product
d. Proven industry reputation of suppliers
e. Small difference in price

Pending the investigation into the price quoted on the Tandem trailer compared to the price on the other trailers. |
| Moved: | Clr Lane |
| Seconded: | Clr Walford |
| CARRIED | |

10/2011/43 ICAC Inquiry – Operation Jarek

Resolution:

1. For Council's information.

Moved: Clr Smith
Seconded: Clr Woodcock

CARRIED

10/2011/44 Essential Energy – Luminaire Street Lighting Programme

Resolution:

1. That the action taken in opting to accept option 2 of Essential Energy's Energy Efficient Luminaire Programme proposal be endorsed.

Moved: Clr Greenaway
Seconded: Clr Keir

CARRIED

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

10/2011/45 Performance Review of General Manager

Resolution:

That following the General Manager's more than satisfactory review that the Mayor prepare the appropriate letter of confirmation of the review outcomes.

Moved: Clr Lane
Seconded: Clr Smith

CARRIED

10/2011/46 Part time position – Macquarie County Council General Manager

Resolution:

That pursuant to clause 6.1.2(k) of the General Manager's contract Council approve of the General Manager accepting the Part time Acting General Manager's position with the Castlereagh Macquarie County Council.

Moved: Clr Woodcock
Seconded: Clr Greenaway

CARRIED

10/2011/47 Return to Open Session

Resolution:

That Council return to Open Session.

Moved: Clr Woodcock
Seconded: Clr Smith

CARRIED

10/2011/48 Adoption of Closed Session Reports

Resolution:

That Council adopt the following resolutions of the Closed Committee:

- Walgett and Collarenebri Fluoridation Tenders
- Committee of Council – Plant Committee Minutes
- ICAC Inquiry – Operation Jarek
- Essential Energy – Luminaire Street Lighting Programme
- Performance Review of General Manager
- Part Time General Manager – Castlereagh Macquarie County Council

Moved: Clr Lane
Seconded: Clr Keir

WALGETT SHIRE COUNCIL AGENDA

WALGETT SHIRE COUNCIL MINUTES

Close of Meeting

The meeting closed at 2:57pm

To be confirmed at the meeting of Council to be held on Tuesday 22 November 2011

Mayor

General Manager

25 October 2011

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Minutes of Council meeting – 25 October 2011

Recommendation:

That the minutes of the Council meeting held 25 October 2011 be confirmed.

Moved:

Seconded:

22 November 2011

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Reserve Trust Management Committee Reports

Nil

Mayoral Minutes

Nil

Motions of which Notice has been given

Nil

Presentation of Petitions

N/A

Councillors Questions From Last Meeting

Clr Lane

Question 1:

Council staff recently removed the trees from the main street in Lightning Ridge. Councillors were not informed beforehand. Trees were removed because of roots I assume. Can Council staff please prepare a detailed plan with appropriate tree selection for Morilla and Opal Streets for improvement of both these streets?

Response:

The Director Urban Infrastructure Services advised that this is in progress.

Clr Greenaway

Question 1:

In relation to the sewer dump point at Burren Junction Bore Baths, what is the cost?

Question 2:

Could the planning department explain with detail what is required to install a caravan dump point at the Burren Junction Bore Baths area? Does the health department realise that at present effluent from tourist caravans is being dumped in the cricket/tennis club septic tank or along the roadside at Burren Junction. What action is being taken in this matter?

Response:

The Director Planning & Regulatory services provided the following response:

Installation of a caravan dump point:- In summary the following process must be followed when installing a dump point:

- An Activity Application is required to “*Install, construct or alter a waste treatment device or a human waste storage facility*” (C5 activity under section 68 of the Local Government Act 1993). It is relevant to note that:
 - “*An application must be accompanied by such matters as may be prescribed by the regulations and such matters specified by the council as may be necessary to provide sufficient information to enable the council to determine the application*” (section 81 of the Act).
 - Council “*must not approve an application for an approval allowing*” “*sewerage*” “*drainage work to be carried out unless it is satisfied that the activity as proposed to be carried out will comply with any applicable standards set out or referred to in Part 2 of Schedule 1*” (Clause 13 of the Local Government (General) Regulation 2005). Basically this means that sewerage work must comply with the NSW Plumbing and Drainage Code of Practice and Australian Standards for on site sewage disposal.
- Planning & Regulatory Service staff are awaiting the lodgement of an Activity Application for the dump point which demonstrates the proposed facility has been designed:
 - With regard for the NSW Plumbing and Drainage Code of Practice and Australian Standards for on site sewage disposal.
 - So that it is adequate for the intended purpose. Such systems are usually designed by the manufacturer and/or suitably experienced plumber with regard for the type/s of waste, the volume of waste and the conditions on the site (available area, soil properties, etc). Discussions are continuing between Council's Urban Infrastructure staff and plumbers regarding the finalization of a design for submission in the above context.
- Once an appropriate Activity Application has been submitted and approved, then work can commence on installation of the dump point and waste treatment facility.

Dumping of sewage:- Council's Planning & Regulatory Services staff have received one allegation that sewage was being dumped on the road at Burren Junction. Investigations have been unable to substantiate the allegation at this stage. Council's Environmental Health and Building Surveyors will continue to monitor the situation and take action under the Protection of the Environment Operations Act 1997 where appropriate.

Clr Keir

Question 1:

What is the current situation with Burren Junction Preschool bus stop?

Response:

The Director Engineering services advised that he has estimated the cost is currently looking for funding to pay for it. He further advised that the RTA have advised that they will not provide funding for it.

WALGETT SHIRE COUNCIL AGENDA

The Director further advised that the cost is approximately \$35,000; however he needs to make some slight alterations to the plans.

Question 2:

Could we have timely maintenance of the Collarenebri cemetery like the Walgett cemetery?

Response:

The Director Urban Infrastructure services advised this has been arranged.

Clr Smith

Question 1:

Can something be done to the giveaway sign or the tree that is near the Collarenebri Post Office. You can not see the sign because of the tree?

Response:

The Director Rural Infrastructure Services advised that he has referred the matter to the December Meeting of the local traffic committee.

Reports of Delegates and Representatives

1. WESTERN DIVISION MID TERM MEETING MINUTES – 21 OCTOBER 2011

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/61

Summary:

This report recommends that Council receive and note the Minutes of the Western Division Council's of NSW Mid Term Meeting held on 21 October 2011.

Background:

The Western Division Council's of NSW Mid Term Meeting was held in Hillston on 21 October 2011.

Current Position:

Council was represented at the Conference by Councillors Woodcock and Lane, as well as the General Manager.

Relevant Reference Documents/Policies:

Minutes of Mid Term Meeting – 21 October 2011

Governance issues:

At items – General Business, Council's were requested to " Western Division Councils of NSW write to the Premier, NSW Ombudsman, LGSA, Federal and State members serving the Western Division: Endorsing the Ombudsman's conclusion that there is a "need to do things differently" in communities with significant numbers of Aboriginal people and offering the Division's Council to work cooperatively with both the recently appointed Ministerial taskforce for Aboriginal Affairs and with Governments to address the Aboriginal issues differently"

Environmental issues:

Nil

Stakeholders:

Council
Councillors

Financial Implications:

Nil

Alternative Solutions/Options:

Nil

Conclusion:

The Seminar was well organised and Councillors attending benefited by the dissemination of information and networking with the Council representative and attendees from various agency and departments.

| Western Division Mid Term Meeting Minutes – 21 October 2011 |
|--|
| <p>Recommendation:</p> <p>1. That the minutes of the Western Division Mid Term Meeting held on 21 October 2011 be received.</p> <p>Moved:
Seconded:</p> |

Attachments:

Minutes of Western Division Mid Term Meeting - held 21 October 2011

WALGETT SHIRE COUNCIL AGENDA



WESTERN DIVISION COUNCILS OF NSW Minutes of Mid Term Meeting October 21, 2011

ATTENDANCE – At Hillston Services Club

MEMBER COUNCILS:

- **Balranald Shire Council:** Cr Alan Purtill, Mayor, Chris Littlemore General Manager, Ron Mengler,
- **Brewarrina Shire Council:** Cr Matthew Slack-Smith, Mayor, Cr Robert Wason, Deputy Mayor, General Manager Rod Shaw,
- **Bogan Shire Council:** Cr Ray Donald, Mayor and NSW Shires Association President, Cr Danny Dutton, Derek Francis, General Manager
- **Bourke Shire Council:** Cr Andrew Lewis, Mayor, Mr Geoff Wise, General Manager
- **Carrathool:** Peter Laird, Mayor and Western Division President, Daryl Jardine, Deputy Mayor, Ken Croskell General Manager,
- **Central Darling Shire Council:** Cr Ray Longfellow, Mayor and Executive Member, Cr Clive Linnett, Tim Drew, General Manager
- **Cobar Shire Council:** Cr Lilliane Brady, Mayor, Cr Jarrod Marsden, Cr Bob Sinclair,
- **Hay Shire Council:** Cr Bill Sheath, Mayor, Cr Mick Rutledge, Mr Allen Dwyer, General Manager
- **Lachlan Shire Council:** Cr Des Manwaring and Executive Member, Mayor, Mr George Cowan, General Manager, Cr Terry Fishpool
- **Walgett Shire Council:** Cr Bill Murray, Mayor, Cr David Lane, Mr Don Ramsland, General Manager
- **Wentworth Shire Council:** Cr Bill Brook, Deputy Mayor, Mr Peter Kozlowski, General Manager

OTHERS:

Loretta Willatton, Telstra Area General Manager Riverina Murray, Matt Parmeter, Solar Energy Project, Sean McBride, Senior Policy Adviser, NSW Local Government and Shires Association

Apologies

- Mr Mark Coulton, Federal Member for Parkes
- Mr John Williams MP, Member for Murray-Darling
- Mr Kevin Humphries, Member for Barwon, Minister for Western NSW
- Mr Adrian Picolli, Member for Riverina
- Margaret Thompson, Mayor Wentworth Shire Council
- Broken Hill Council Mayor Wincen Cuy, General Manager Frank Zaknich, Deputy Mayor Darriea Turley
- Duncan Bremner Stakeholder Relations NBN CO
- Gary Woodman Cobar General Manager

WALGETT SHIRE COUNCIL AGENDA



WESTERN DIVISION COUNCILS OF NSW Minutes of Mid Term Meeting October 21, 2011

MINUTES

Welcome

1. PRESIDENT

President and Carathool Mayor Peter Laird welcomed the delegates to the meeting and introduced the four new Mayors and three new General Managers to the Divisional meeting and thanked everyone for coming.

Apologies

RESOLVED:

That the apologies be received and accepted.

Moved Bourke, Seconded Lachlan

CARRIED

Cr Laird said there was an issue which was not on the Agenda but he felt needed clarification and this was an announcement at the Local Government 2036 Conference about the future of Central Darling Shire Council.

The Minister for Western Division Kevin Humphries had made an announcement about the future of the Central Darling Shire saying it was going to have village committees and most of the roads would be taken over by the State Government under the incorporated area.

Cr Laird invited the Central Darling Mayor Ray Longfellow to explain the current situation.

Mayor Longfellow said the Minister had only spoken to the Central Darling Mayor at that time and when the idea was put to the whole Council it had been rejected.

He said the Council was holding discussions with the Department of Local Government which had put forward five different ideas but the Council would be consulting with the whole Council and residents before any changes were made. They were confident with a new General Manager and some changes Central Darling would be able to continue to operate successfully.

Motion: Write to the Minister for Western Division Kevin Humphries and point out that in the future he should make sure he is consulting with all the Council members and the community before making an announcement about changes to Councils

Moved Cobar/Balranald

Carried

1.1 Minutes

The Minutes from the Mid term meeting October 21, 2010 were adopted.

Moved Bourke, Seconded Lachlan

2. Treasurers Report

Treasurer Ken Croskell, spoke to his report and outlined the need to increase the fees to maintain a balance of around \$15000 in the account.

Motion: That the report be noted.

Moved Cobar, Seconded Balranald

Carried



Motion That the Western Division Members fees be increased from \$1600 to \$1900

Moved Lachlan, seconded Central Darling

Carried

3. Executive Officer's Report

The Executive Officer spoke to her report. RAMROC details are to be added to the strategic plan.

Motion: That the information be received and noted.

Moved Bourke, seconded Cobar

CARRIED

Actions Arising

There was some discussion about the funding for roads and the need to continually campaign for more funding. Bourke Council said their road assessment register had shown the Council needed to spend \$11.4 million a year to maintain the roads and they had only \$3.2 million in the budget. Residents were complaining all the time about the state of the roads and Councils could not keep up with the maintenance without upgrading them. Lilliane Brady Cobar, said it was a good report and felt the Division wasn't using the EO enough it was decided to discuss it further in general business.

Motion: Write to the Federal and State Ministers for Roads to speak at the Western Division Conference in Broken Hill in February.

Reply to a letter from Local Government Minister Don Page and outline problems with road funding and conditions and ask him to attend the Conference.

Moved Cobar, seconded Brewarrina

carried

4. Business

4.1 Solar Power Project

Matt Parmeter from the Solar Power Project spoke about his proposal for Councils in the West of NSW to build medium scale solar power plants, funded by grants from the Federal Government through their \$10 billion dollar Clean Energy fund and the Australian Renewable Energy Agency.

Mr Parmeter has a working draft proposal which has been distributed to most Councils in Western Division.

He is interested in hearing from any Council who would like to know more or participate in the project. Contact details are:

Matt Parmeter, 6 Charlotte Street, Dubbo, NSW 2830 Phone 6882 2224,
Email:matt.parmeter@bigpond.com

4.2 Telstra

Loretta Willaton, Telstra Area General Manager Riverina Murray spoke about the changes to Telstra services and products and also the grant opportunities for communities.

Attached are the contact details for the Telstra Area General Managers across Western Division (**Attach**)



WESTERN DIVISION COUNCILS OF NSW
Minutes of Mid Term Meeting October 21, 2011

She also spoke about Telstra's commitment to the community and the websites that groups can access are as follows: <http://www.beinvolved.com.au/>

Sporting clubs can apply for Grants here <https://www.telstra.com.au/telstra-seniors/>

Training and Seniors groups can apply for funds to support education of technology to your Seniors community.

She answered a number of questions from delegates regarding handsets and the awareness of call centre operators in the Phillipines about geographic locations in regional NSW.

Action : Send out details of Telstra Regional Managers

4.3 Destination 2036

President of the Shires Association Ray Donald spoke about the 2036 Local Government Conference held in Dubbo.

He said it had been the idea of the Director General Ross Woodward to get every council in NSW together to talk about NSW Local Government. The Shires Association had only a small amount of input into the structure of the Conference and had managed to reduce the plan to an initial four year plan and then a longer view.

He said he was on the implementation steering committee which would oversee an action plan. All Councils had already received a full report from the Conference and responses from this were expected prior to November 2. Main outcomes from the Conference were:

1. Review of the Local Government Act
2. Viable financial support for Councils
3. Boundary changes being support for Councils which wanted to join together

4.4

President Donald also spoke about other Shires Association issues. He said he had visited 15 Councils with staff from the Association since his election in June and was keen to visit more later in the year.

Local Government Elections

Changes to the NSW Legislation regarding elections had been disappointing despite numerous meetings and discussions with the Premier, Local Government Minister and the Electoral Commissioner. The NSW Legislation changes were to have given Councils a choice to either run their own elections or contract the NSW Electoral Commission to run them. Unfortunately the NSW Electoral Commissioner had not helped and insisted Councils make up their minds by the end of November. They will provide no advice or assistance if Councils choose to run their own elections. This had not been the intention of the changes to the legislation.

The ICAC investigation into the 88 NSW local governments and 22 Government departments regarding staff receiving gifts, from 2002 was of concern and the Association was endeavouring to get the matters clarified. The 15 councils were currently being investigated through the court, other Councils named in the ICAC investigation may have had the matters dealt with, finalised and action taken well prior to this investigation. Local government was waiting for the opportunity to establish some credibility about these matters once the ICAC investigation has been completed.



WESTERN DIVISION COUNCILS OF NSW
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One Association

President Donald said the fifth draft constitution for One Association had been sent to Fair Work Australia for comment. This would determine how the voting numbers would be decided.

He said there was no doubt having two Presidents representing local government in NSW diluted the message and it was important to make the One Association model work. Western Division could very easily stay as it was and put forward representatives for election successfully.

Emergency Services Levy

The Association was working on gathering information and formulating a policy to change the way the emergency services were financed. Escalating costs and reduced accountability to local government was making it difficult for Councils to budget and allocate resources. There was a need for new models like a broad based property tax to fund emergency services to be investigated as an alternative to the current arrangements with the suggestion the State Government take full responsibility for emergency services.

Contestability

President Donald said he had met with the Minister for Roads Duncan Gay to ask about his announcement of contestability for road contracts in the Budget speech. He said a consultant called Halcroft was looking at the proposal carefully and there would be opportunities to comment on this. The Government was trying to save \$2 billion dollars on the contracts.

Regional Organisational of Councils

President Donald said the ROCs played a major role in lobbying and advocacy for regional Councils but it was important they made the Association aware of their efforts so it could be combined.

He said funding for roads in the regions was a huge issue for all Councils and Constitutional recognition would help with this, allowing the Federal Government to fund Councils directly and not go through the State funding bodies.

Motion : That the Western Division write to the Minister for Local Government in reply to his letter about FAG, also to the Premier and local members to point out the shortfall in road funding in the western region- Hay General Manager to help with the letter

Moved Hay, seconded Cobar

Carried

Local Government Association
Sean McBride Senior Policy Officer

Mr McBride then discussed the Amendment to the NSW Local Government Act which changes Councils back to the status under the Federal Government's Corporation Act. Mr McBride said this didn't change Councils industrial position and the Union had misrepresented Local Government in their claims.

The Association was putting together a discussion paper about the future of funding the RFS and this would be circulated for comment and guidance for a new policy to be put to the Government.



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4.5 Western Division Conference Broken Hill

Delegates were asked if there was anything specific they wanted on the Agenda for the Western Division Conference being held in Broken Hill on February, 26, 27 and 28 2012.

- Discussion about the One Association Constitution, which would be back from Fair Work Australia, was considered a topic for a workshop
- The 2036 Action Plan implementation
- Federal Workplace Health and Safety Legislation- Workcover to speak
- Murray Darling Basin Plan
- Royal Flying Doctor Service, possible fund raising
- NSW Minister Roads
- Federal Minister for Infrastructure/ Roads

4.6 Daylight Saving

President Laird said he was concerned that the NSW Government had not done anything about changing daylight saving

The residents of Carrathool had been polled and 78% said they wanted Daylight Saving scrapped while 6% said they wanted it reduced

He suggested the Western Division take on a new time zone lining up with Broken Hill, Queensland and South Australia. He said daylight saving was adopted to save power but now everyone had to turn their lights on and it was driven by the city residents with no thought for people in the country.

President Laird said offering an alternative should get the Government to pay some attention and even if they changed it back to the end of February that would be a help.

Motion:

That the President and Executive seek an urgent meeting with Premier O'Farrell and Deputy Premier Stoner to discuss the wishes of the Western Division. All delegates take the suggestion back to their Councils for ratification.

Moved Bogan, seconded Lachlan

Carried

4.7 Commercialisation of National Parks

President Laird said millions of dollars had been spent on National Parks in the Western Division which had meant lost revenue for the communities as they were taken out of production. Employment, community services, education and rates had all suffered a downturn where the NSW Government had taken over functioning properties and made them National Parks.

The Government's view the Parks would attract tourists had not been evident and they had become a drain on resources as they did not contribute to road maintenance.

A comment in The Land on October 18, attributed to NSW Minister for the Environment Robyn Parker about Councils being able to adjust their rates so they would not be effected was technically correct but not practical.

WALGETT SHIRE COUNCIL AGENDA



WESTERN DIVISION COUNCILS OF NSW Minutes of Mid Term Meeting October 21, 2011

President Laird said their needed to be a balance, so some of the land could be leased back with conditions by farmers to make it productive again and to provide some further opportunities for the communities. The Shires Association will attend as well. (Attach Land article)

Motion:

A delegation meet with the NSW Minister for the Environment, Robyn Parker to advise her of the discrepancy in her statement and put the case forward for the lease back of some National Parks with conditions.

Moved Bourke, seconded Brewarrina

Carried

5. General Business

Social Reform in Less Disadvantaged Communities across NSW

Mayor of Central Darling Ray Longfellow expressed his concern about the number of agencies which operated in the shire delivering services. He said there were 57 Federal and State Government agencies which came to Wilcannia each month and there didn't seem to be any cooperation or coordination to make them productive.

Brewarrina and Bourke Councils said they had similar problems and were concerned about the waste of resources.

Bourke Council tabled a draft paper outlining the problems and asking for the support of the Western Division for an action plan. The Message from a special report to Parliament by the NSW Ombudsman Bruce Barbour "Addressing Aboriginal disadvantage : the need to do things differently", October 2011, was also tabled and is available from

www.ombo.nsw.gov.au

Motion:

Western Division Councils of NSW write to the Premier, NSW Ombudsman, LGSA , Federal and State members serving the Western Division: Endorsing the Ombudsman's Conclusion that there is a "need to do things differently" in communities with significant numbers of aboriginal people and offering the Division's Council to work cooperatively with both the recently appointed Ministerial Taskforce for Aboriginal Affairs and with Governments to address the Aboriginal issues differently.

Also ask Noel Pearson to address Conference at Broken Hill

Moved: Bourke, seconded Brewarrina

Carried

Western Division Signage

Motion: That Western Division approach Telstra to fund signage at the entry points to the region to welcome visitors

Moved Cobar, Seconded Bourke

Carried

Closed at 2.10pm

WALGETT SHIRE COUNCIL AGENDA



WESTERN DIVISION COUNCILS OF NSW Minutes of Mid Term Meeting October 21, 2011

Actions Arising

| | Action | Result |
|-----|--|--|
| 4.1 | Motion: Write to the Minister for Western NSW Kevin Humphries and point out that in the future he should make sure he is consulting with all the Council members and the community before making any announcement about changes to Councils | |
| | Motion That the Western Division Members fees be increased from \$1600 to \$1900 | Treasurer to send out invoices with increase |
| 4.2 | Motion: Write to the Federal and State Ministers for Roads to attend the Western Division Conference in Broken Hill in February.

Reply to letter from Local Government Minister Don Page and ask him to attend Conference and outline problems with road funding and conditions. | |
| 4.3 | Telstra Send out details of Telstra Regional Managers | Attached to Minutes |
| 4.4 | Road Funding
Motion : That the Western Division write to the Minister for Local Government in reply to his letter about FAG, also to the Premier and local members to point out the shortfall in road funding in the western region- Hay General Manager to help with the letter | |
| 4.5 | Annual Conference <ul style="list-style-type: none">• Discussion about the One Association Constitution, which would be back from Fair Work Australia, was considered a topic for a workshop• The 2036 Action Plan implementation• Federal Workplace Health and Safety Legislation- Workcover to speak• Murray Darling Basin Plan• Royal Flying Doctor Service, possible fund Raising• Ask Noel Pearson to attend | Invitation to speakers and add to Agenda |
| 4.6 | Daylight Saving: That the President and Executive seek an urgent meeting with Premier O'Farrell and Deputy Premier Stoner to discuss the wishes of the Western Division. All delegates take the suggestion back to their Councils for ratification. | |

WALGETT SHIRE COUNCIL AGENDA



WESTERN DIVISION COUNCILS OF NSW Minutes of Mid Term Meeting October 21, 2011

| | | |
|-----|---|--|
| 4.7 | <p>Commercialisation of National Parks
A delegation meet with the Minister for the Environment Robyn Parker to advise her of the discrepancy in her statement and put the case forward for the lease back of some National Parks with condition. Shires Association to attend</p> | |
| 5 | <p>Social Reform</p> <p>Western Division Councils of NSW write to the Premier, NSW Ombudsman, LGSA , Federal and State members serving the Western Division: Endorsing the Ombudsman's Conclusion that there is a "need to do things differently" in communities with significant numbers of aboriginal people and offering the Division's Council to work cooperatively with both the recently appointed Ministerial Taskforce for Aboriginal Affairs and with Governments to address the Aboriginal issues differently.</p> <p>Also ask Noel Pearson to address Conference at Broken Hill</p> | |
| | <p>Motion: That Western Division approach Telstra to fund signage at the entry points to the region to welcome visitors</p> | |

2. **NETWASTE STEERING COMMITTEE REPORT**

REPORTING SECTION: Urban Infrastructure Services

AUTHOR: Siegfredo O Coralde – Director Urban Infrastructure Services

FILE NUMBER:

Summary:

This report recommends that Council note the Netwaste Steering Committee Minutes of Meeting held at the ELF, Orange NSW on 27 October 2011 commencing at 10.15am.

Background:

Netwaste Steering Committee is composed of 12 members from various Councils as indicated below:

| | |
|---|---------------------------|
| Steven Campbell Chair (Parkes) Chair | Sue Clarke (NetWaste) |
| Fred Coralde (Walgett) | David Neeves (Gilgandra) |
| Antony Cullen-Ward (Bathurst) | Stephen Sykes (Orange) |
| Wayne Davis (Orange) | Shane Wilson (Weddin) |
| Alan Lindsay (Blayney) | Michael McCulloch (Dubbo) |
| Cath Thomas (Orange) | Kristy Cosier (NetWaste) |

Six members due to various work commitments asked for apologies for their absence.

Current Position:

Netwaste formally adopted Orange City Council's Purchasing Policy for delivering services to Council members. There are two important parts of this policy:

- a. Purchasing (Goals, Objectives and Procedures)
- b. Risk Assessment (Purchasing/Hiring)

The budget parameters set for orders to goods and services which are not covered by the NSW Government Tenders and Council Contracts are defined below:

| Value | Process |
|----------------------|--|
| Up to \$500 | Minor purchases or monthly order account/government contract – quotes may be obtained if deemed necessary. A requisition form should be completed and signed by an authorized officer. |
| \$500 - \$2,000 | Where possible a minimum of 3 oral or written quotes attached on requisition forms and signed by an authorized officer. |
| \$2,000 - \$10,000 | Minimum of 2 written quotes attached to a requisition and signed by an authorized officer. |
| \$10,000 - \$50,000 | Minimum of 3 written competitive quotes attached to a requisition and Line Manager to approved and countersign. |
| \$50,000 - \$150,000 | A decision should be first be made whether to call for tenders or quotations. This decision should be made in consultation with the relevant Line Manager. Following the decision to appoint a |

WALGETT SHIRE COUNCIL AGENDA

| | |
|----------------|---|
| | Contractor, a requisition should be completed and signed by the Line Manager. |
| Over \$150,000 | Formal tenders as per the Local Government (General) Regulation 2005 Part 7: Tendering Guidelines for NSW Government as prepared by the Department of Local Government. Following the decision to appoint a Contractor, the appropriate contractual documents including purchase requisition should be developed and authorized in consultation with the respective Director. |

Note: Some wordings are to be revised as they do not apply to Netwaste current organizational set up.

It was resolved that the 2010/10 Financial Statement needs reviewing and provide with written clarification to the next Steering Committee Meeting on December 2011.

Netwaste management will review and effect necessary changes in its current operating budget for December Steering Committee Meeting.

The Draft Netwaste Strategic Waste Plan can now be finalized incorporating all the amendments. The Plan is to be tabled in December Steering Committee Meeting.

Governance issues:

Nil

Environmental issues:

Nil

Stakeholders:

Walgett Shire Council
Netwaste Member Councils

Financial Implications:

Nil

Alternative Solutions/Actions:

The Purchasing Policy from Orange City Council budget parameters adopted by Netwaste is worth of studying by Walgett Shire Council.

Conclusion:

Council note the Netwaste Steering Committee Report.

Council may wish to look at Orange City Council's Purchasing Policy. Some relevant information from this Policy may already apply to Walgett Shire Council.

Netwaste Steering Committee Report

Recommendations:

1. Council note the Netwaste Steering Committee Minutes of Meeting held at the ELF, Orange, NSW on 27 October 2011.
2. Council note with interest the Purchasing Policy adopted by Netwaste from Orange City Council for possible improvement of Walgett Shire Council's own Purchasing Policy.

Moved:

Seconded:

Attachments:

Netwaste Minutes of Meeting – 9 September 2011
Orange City Council Purchasing Policy



NETWASTE STEERING COMMITTEE

MINUTES OF THE MEETING OF THE NETWASTE STEERING COMMITTEE HELD AT THE ELF, ORANGE NSW ON 27 OCTOBER, 2011 COMMENCING AT 10.15 AM

Present

| | |
|---|---------------------------|
| Steven Campbell Chair (Parkes) Chair | Sue Clarke (NetWaste) |
| Fred Coralde (Walgett) | David Neeves (Gilgandra) |
| Antony Cullen-Ward (Bathurst) | Stephen Sykes (Orange) |
| Wayne Davis (Orange) | Shane Wilson (Weddin) |
| Alan Lindsay (Blayney) | Michael McCulloch (Dubbo) |
| Cath Thomas (Orange) | Kristy Cosier (NetWaste) |

1. WELCOME

- 2. APOLOGIES FOR ABSENCE** – Paul Bennett (Forbes), Simone Kalanj (NetWaste), Steve Clayron (Dubbo), Julian Geddes (Mid Western), Craig Lynch (Cowra) & Dwayne Willoughby (Bourke)

Moved Michael McCulloch **Second** Shane Wilson

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved Fred Coralde **Second** David Neeves

3.1. Matters arising from the minutes

Item 5.1 Wayne Davis tabled the Orange City Council Purchasing Policy for information of the Steering Committee with NetWaste activities operated in accordance with this given Council's hosting of the group.

Item 5.6 Kristy advised the Committee the website upgrade is currently underway, with Simone taking on responsibility for this. Once the new website is built, the electronic library and login section will be established

Item 5.7 The Committee wish to proceed with the tour of facilities preferably in the last week of February 2012, with sites already identified as being of interest including Organics facility at Taree, Flannery Centre in Bathurst and Polystyrene Recycling Plant at Flemington Markets.

Item 5.8 Dubbo City Council have engaged Anne Prince Consulting to undertake C&D waste audits in mid November 2011. Total estimated cost is around \$56,000 with NetWaste contributing 50% of the costs. Dubbo City Council will invoice NetWaste at conclusion of the project for contribution

RECOMMENDATIONS

WALGETT SHIRE COUNCIL AGENDA

That the Orange City Council Purchasing Policy be adopted as the policy for the purpose of NetWaste activities. That Simone and Kristy seek interest from the NetWaste Councils regarding sites to visit and possible suitable dates

Moved Shane Wilson **Second** Antony Cullen-Ward

4. FINANCIAL UPDATES

2010-11 Financial Report The report was circulated and discussed at the meeting, with report being recommended for adoption by OCC Financial Accountant to allow submission to the auditors. A number of matters were raised that the Committee seek clarification prior to endorsement including:

Operating Expenditure

There are no admin expenses showing

- What is the detail for the ELF Expenses (*is it actually the recurrent expenditure in Schedule A?*) - the Steering Committee would like more detail on this, and is not thought that this an accurate title for what the costs actually are.
- Why have the Elf expenses dropped significantly from 2010 to 2011 reporting years?
- Overall, the headings that the expenditure is costed to are quite outdated and doesn't match what is in the actual working budgets. The Steering Committee has requested whether this can be reviewed so it correlates?
- In the covering memo to the statement, it mentions an operating deficit of \$2,659 however the correlating value couldn't be found in the actual statements. The committee requested further explanation from Julie Murray

Assets Balance Sheet

- **Investments** - Is this actually the surplus/reserve value?
- **Equity** - Explanation of the write back value of \$136,148.30 and why the balance sheet shows cash on hand as \$0.

October 2011 budget update

The Committee reviewed the financial update for the current operational budget, noting the recommended changes by the Financial Accountant in addition to some necessary budget amendments related to project costs.

RECOMMENDATIONS

- That Kristy meet with Julie Murray to review the 2010-11 financial statement and provide written clarification to the December Steering Committee meeting for consideration
- That Kristy meet with Julie Murray to advise of the necessary changes to the current operating budget
- That Julie Murray be invited to attend the December Steering committee meeting

Moved David Neeves **Second** Antony Cullen-Ward

5. FINALISATION OF DRAFT NETWASTE STRATEGIC WASTE PLAN

The Committee reviewed the draft Plan as provided by Bob Bailey following recent workshops and feedback sessions. Focus was primarily on reviewing the relevance and benefit of the proposed actions to ensure they reflect the needs of the NetWaste group for the 2012-15 period. Consideration was also given to the likely projects that will be still underway or likely to be carried over from the current financial year, with a number of these to be incorporated into the new plan. There was also thought to be benefit in showing the projects in a Gant Chart format once finalised for easier consideration by Councils.

The option of having the document peer reviewed and redesigned to have more graphic appeal to users was discussed, including the quote from Ecocreative to undertake this work. There was thought benefit in doing this, but not to spend a significant amount of money, and perhaps focus on just a summary document for use by Council staff and the community.

RECOMMENDATIONS

That the draft Strategic Waste Plan be finalised noting the discussed amendments and submitted to the December Steering Committee meeting for endorsement

That Kristy submit the suggested design changes for the Strategic Waste Plan to the December Meeting to allow formal quotes to be obtained

Moved Antony Cullen-Ward **Second** David Neeves

6. UPDATE ON E-WASTE PRODUCT STEWARDSHIP SCHEME & POSSIBLE OPPORTUNITIES

Kristy provided a brief update on the likely structure of the impending scheme, with some main points being:

- The Federal Govt is setting the framework and targets for the scheme with Arrangement Administrators to be formed to deliver the outcomes and requirements, with 2 possible ones identified at this stage (DHL and PSA AIIA). There is no requirement for Councils or waste groups to work with either or both of the likely Administrators.
- The Arrangement Administrators need to provide national coverage with reasonable access based on set of metrics for metropolitan, regional and remote areas by 1 July 2013.
- Eligible material under the scheme has to be collected at nil cost – legacy waste collected by Councils is currently at own risk as no guarantee it will be included under the scheme. The EPR scheme is to cover all e-waste items regardless of age or model.
- Kristy has had initial discussion with DHL about possible arrangements in the NetWaste region, with further detail likely to be known at end November.

7. OTHER BUSINESS (Call for items)

Sue mentioned she is currently working on the Business Education Brochure and would welcome any case studies from Councils particularly in the western areas.

Free Sustainable Event Training is also available to Councils, with there hope to have a workshop in Orange in March next year but numbers will be needed to make it happen.

8. NEXT MEETING: 10.30am, Friday 16 December 2011, Dubbo City Council

9. THANK YOU AND CLOSE

WALGETT SHIRE COUNCIL AGENDA

OPERATIONAL 2011

This procedure has been developed to assist the General Manager to carry out those functions as listed in Section 335 of the Local Government Act 1993

All policies can be reviewed or revoked by the General Manager, at anytime
This document is scheduled for review in January 2012



POLICY TITLE Purchasing

CATEGORY

OP047

113/203/27/3

OBJECTIVE

To provide a framework which encompasses all aspects of accountability and transparency for purchasing of all goods and services required to carry out the projects resolved in the Management Plan each year, with special reference to the Purchasing Strategic Policy ST093.

To ensure that all legislative requirements are encompassed in all of the documented procedures.

APPLICABILITY

To all staff who are authorised to purchase goods & services on behalf of Council.

GENERAL

Purchase of services and goods for Council use are subject to legislative parameters which are embraced in the attached purchasing procedures.

Purchases in excess of \$150,000 are subject to Local Government tender regulations.

Purchases of less than \$150,000 which are outside the normal operational requirement or are specific to a particular use, are subject to the purchasing as outlined in section 3 of Orange City Council Purchasing procedures.

Use is made of the State Government contract and Local Government Procurement contract.

The Purchasing Strategic Policy is to be referenced in all procedures with special reference to the Definitions and Guidelines.

PROCEDURE

Purchasing procedure as attached

RELATED POLICIES/DOCUMENTS

Code of Conduct ST010

Gift, Bribes & Benefits ST039

Gifts & Benefits Register

Purchasing Strategic Policy ST093

Purchasing Project Team Charter (D08/11870)

Credit Card Policy

Occupational Health and Safety Management Policy Statement OP084

OCCOHS 028 V2_11 Risk Assessment for Purchasing and Hiring

Responsible Area – Corporate Services

| REVISION | DATE |
|----------|--------------|
| 1 | January 2007 |
| 2 | 13 July 2007 |
| 3 | October 2007 |
| 4 | January 2008 |

2011 policies approved by General Manager, G Styles: {date}

| REVISION | DATE |
|----------|--------------|
| 5 | January 2009 |
| 6 | October 2010 |
| 7 | May 2011 |

Purchasing V7_11

Last Review – May 2011

Page 1 of 14

Issue Date – 25 September 2006

Next Review – January 2012

OPERATIONAL 2011

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ORANGE CITY COUNCIL

PURCHASING PROCEDURES

UPDATED JANUARY 2011

WALGETT SHIRE COUNCIL AGENDA

OPERATIONAL 2011

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(Page numbers have changed but can't be amended until this document is put back into the original)

WALGETT SHIRE COUNCIL AGENDA

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GOAL: To provide a centralised ordering system managed by the Purchasing Section of the Council's Corporate Services Division.

OBJECTIVES:

- 1 To facilitate efficient financial management of Council's budget.
- 2 To facilitate the process of transparency and accountability for all actions required to procure goods and services for Council.
- 3 To facilitate the implementation of adequate planning processes for the purchase and supply of goods and services for approved works.
- 4 To implement a purchasing system, that minimises disruption to Council's works program for all employees exercising responsibility.
- 5 To purchase goods and services for the best possible price, taking account of the Strategic Purchasing Policy objectives.
- 6 To generate detailed and timely orders.
- 7 To expedite payment of all creditors.

WALGETT SHIRE COUNCIL AGENDA

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1 INTRODUCTION

- 1.1 Council's purchasing function is allocated to the Purchasing Section of the Corporate Services Division.

Council operates on a Central Purchasing System that requires a high degree of cooperation and understanding between all employees and the Purchasing Section.

This document has been designed to ensure continuing commitment to the Centralised Purchasing System.

The document applies to the activities of all employees engaged in the purchasing function and described responsibilities, procedures, limits of authority and the general conduct of the purchasing function.

Adherence to policies and procedures within this document aims to ensure that Council receives value for each dollar spent and that resources are effectively and efficiently managed.

- 1.2 The Key Objectives of the Purchasing Section are:

1.2.1 To source, purchase and supply Council with goods and services whilst satisfying client specifications in accordance with Strategic Purchasing Policy ST093.

1.2.2 To create an environment within Council whereby the Purchasing Section is recognised as the authority on all aspects of purchasing through the development of professional expertise.

1.2.3 To work collaboratively with a cross divisional Purchasing Project Team

- 1.3 For the Purchasing Section to achieve these objectives, policies and procedures are required which define roles and responsibilities, levels of service and performance criteria for the purchasing function.

2 RESPONSIBILITIES

- 2.1 Government Contract

As per Section 55 of the Local Government Act 1993, if a NSW State Government contract or a Local Government Procurement (LGP) contract is already in place for the goods or services in question, regardless of their value, then Council has the right to purchase the goods or services from those existing contracts, without the need to conduct its own formal process.

The decision as to whether to utilise these contracts or to run their own formal process rests with the individual responsible officer, with reference to Councils purchasing staff, provided the product/service delivers the most advantageous deal for Council.

However this should be market tested on a semi regular basis.

- 2.2 Market Testing

To improve efficiency, items purchased on a regular basis will be market tested and listed for available purchase by all areas of Council. This is to be achieved by regular quotations for commonly used products (or a standard basket of products) and will be administered through Council's Purchasing Officer.

WALGETT SHIRE COUNCIL AGENDA

OPERATIONAL 2011

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2.3 Responsibility for the Purchasing and Supply Function

The Purchasing Section of the Corporate Services Division is responsible for the purchasing and supply function of Orange City Council.

An efficient and effective purchasing and supply process is paramount to achieving Council's key Corporate Objectives and is therefore centralised to the following goals:

- 2.3.1 Efficient use of resources, utilising the Purchasing Strategic Policy guidelines.
- 2.3.2 Coordination in exercising Council's purchasing power.
- 2.3.3 The application of specialised purchasing skills and knowledge.
- 2.3.4 Maintaining a Purchasing Project Team that will:
 - review environmental, purchasing and quality criteria and develop a program to support the application of this policy;
 - review purchasing specifications, tender documentation, consultants briefs and contracts for compliance with this policy;
 - require its contractors and consultants to comply with this policy;
 - establish a staff education program for the implementation of this policy;
 - ensure that staff have access to information on the environmentally preferred products;
 - track and report on the implementation of this policy; and
 - actively promote environmental purchasing to the community.
- 2.3.5 Improved relationships with suppliers and subsequent long-term savings, developing with suppliers increased compliance with Purchasing Policy.
- 2.3.6 Ensure dealings with suppliers are conducted in a transparent and professional manner.
- 2.3.7 Ensure the application of consistent and standard policies and practices in dealing with suppliers.
- 2.3.8 Time and cost savings for Council staff.
- 2.3.9 Reduced duplication of effort.
- 2.3.10 Reduced opportunity for conflicts of interest and corrupt behaviour.
- 2.3.11 Streamlined administration processes.
- 2.3.12 True 'value for money' and actual real cost savings to Council.
- 2.3.13 To ensure its continual improvement and effectiveness, it is essential that the Purchasing Section offers a quality service and that policies and procedures are flexible enough that users are motivated to use the system as they see it as an advantage.
- 2.3.14 To ensure that staff comply with established purchasing policies and procedures.
- 2.3.15 Constantly testing the market to ensure that Council is getting the most advantageous outcome available.
- 2.3.16 To ensure the requisition has been reviewed and approved by an authorised delegate.

WALGETT SHIRE COUNCIL AGENDA

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2.4 Role and Responsibility of Staff

Staff shall ensure that:

- 2.4.1 They comply with all established purchasing policies and procedures and Council's Code of Conduct.
- 2.4.2 All requests for a purchase are accompanied by a properly completed authorised requisition with quotations attached referencing the appropriate job number.
- 2.4.3 They advise the Purchasing Section when their needs and requirements are not being satisfied.
- 2.4.4 They forward to the Purchasing Section all relevant information, specifications and details in respect of the purchasing and supply requirements.
- 2.4.5 They allow the necessary time to obtain quotations/tenders if needed and for the supplier to deliver.
- 2.4.6 They plan in advance to enable timely receipt of goods/services.
- 2.4.7 Expenditure is for official Orange City Council purposes.
- 2.4.8 There are funds available prior to requesting the Purchasing Section to obtain quotations/tenders or submitting a request for purchase.
- 2.4.9 They work closely with Purchasing and Stores to establish realistic yet cost efficient stock levels.
- 2.4.10 For all works other than minor items a detailed scope of work or specification should be provided to the supplier to clarify the specific requirements and issues such as time frames, closing time and delivery dates. This specification should be developed by the staff making the requisition.

2.5 Delegated Authority

In order for staff to carry out their responsibilities effectively, they must exercise appropriate authority to purchase goods and services for their area of responsibility. It is Management's responsibility to ensure staff are delegated appropriate authority in line with their level of responsibility and accountability.

Such authority should be limited according to the following criteria:

- 2.5.1 Area of responsibility (identified and limited to specific areas within the Program Budget of the Management Plan). Refer to Council's list of authorised signatures.
- 2.5.2 Recurrent operational expenditure as approved by Council in the budget.
- 2.5.3 The Purchasing Officer and/or General Manager's delegates shall have delegated authority to sign orders for goods and services.

WALGETT SHIRE COUNCIL AGENDA

OPERATIONAL 2011

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3 PURCHASING PROCESS

3.1 Budget Parameters

The following categories for orders applies to those goods and services which are not covered by the NSW Government Tenders and Councils contracts:

| Value | Process |
|----------------------|--|
| up to \$500 | Minor purchases or monthly order account/government contract – quotes may be obtained if deemed necessary. A requisition form should be completed and signed by an authorised officer |
| \$500 - \$2,000 | Where possible a minimum of 2 oral/written quotes attached on requisition forms and signed by an authorised officer |
| \$2,000 - \$10,000 | Minimum of 2 written quotes attached to a requisition and signed by an authorised officer |
| \$10,000 - \$50,000 | Minimum of 3 written competitive quotes attached to requisition and Line Manager to approve and countersign |
| \$50,000 - \$150,000 | A decision should first be made whether to call for tenders or quotations. This decision should be made in consultation with the relevant Line Manager. Following the decision to appoint a contractor, a requisition should be completed and signed by the Line Manager. |
| Over \$150,000 | Formal tenders as per the Local Government (General) Regulation 2005 Part 7 Tendering and Tendering Guidelines for NSW Local Government as prepared by the Department of Local Government. Following the decision to appoint a contractor, the appropriate contractual documents including purchase requisition should be developed and authorised in consultation with the respective Director. |

When obtaining quotations/tenders, ensure that:

- OCCOHS 028 V2_11 Risk Assessment for Purchasing and Hiring is completed
- All contractors receive the request at the same time
- All contractors receive the same information
- the request represents a fair selection of available service providers
- contractors be requested to submit their quotations to a specified location/contact by the due date and time
- all required information obtained through quotes be recorded on the requisition form or attached to the form.
- If fewer than the required number of quotes is received, the reasons for not inviting more quotations should be documented on the requisition form.

3.2 Procurement Process

The process of procurement consists of the following steps:

- 3.2.1 define the need
- 3.2.2 undertake risk assessment for purchasing and hiring (OCCOHS 028_V1_11)
- 3.2.3 establish potential sources of supply eg liaise with the Purchasing Section
- 3.2.4 determine the procurement method and estimated budget and if in line with Management Plan allocations
- 3.2.5 develop a specification and obtain the appropriate approval
- 3.2.6 invite offers/quotations/tenders

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- 3.2.7 evaluate responses and select a service provider and provide an evaluation report if required
- 3.2.8 obtain approval for the decision
- 3.2.9 monitor performance of the service provider

The NSW Government Code of Practice for Procurement specifies that 'bid shopping' (trading off one service provider's price against the price of another in an attempt to seek lower prices) is not permitted in government procurement.

The Purchasing Section shall have the responsibility and authority to question purchase requests and to ask for reconsideration of specifications, quantities or values if, in the opinion of the Purchasing Section, the interest of the organisation can be better served.

Splitting orders to overcome limitations due to an assigned delegation or to avoid the requirement for obtaining competitive prices, is not permitted.

3.3 Exemptions

In the event that the purchase of a specialised skill or product is required or where there is limited opportunity to obtain multiple quotes, employees are required to document this on the requisition form.

The following situations may require some flexibility and exemption:

- 3.3.1 the required goods or services are available from only one source;
- 3.3.2 the item is a component of equipment in service and obtainable only from the manufacturer of the original equipment;
- 3.3.3 the item must be compatible with existing equipment for reasons of: satisfactory operation; staff training already carried out; prior investment in spares and maintenance facilities; or documentation;
- 3.3.4 only one supplier has the necessary expertise or facilities for supply of the equipment with backup support and warranty;
- 3.3.5 a limited increase in quantity is required to an item already being supplied or manufactured;
- 3.3.6 time and cost of preparing a specification is impractical;
- 3.3.7 urgency of the requirement precludes normal purchasing action;
- 3.3.8 banking, financial or legal services;
- 3.3.9 short term (up to 3 months) consulting projects of a nature that do not lend themselves to obtaining quotations due to access to specialised suppliers with skills and knowledge.

3.4 Emergency

In cases of emergency a contract may be awarded or an order placed without competitive prices being sought and normal purchasing procedures being complied with. An emergency may exist when a breakdown in machinery and/or threatened termination of essential services, including maintenance and repair, or a dangerous condition develops, or when supplies/materials are needed for immediate use in work which may vitally affect the safety, health or welfare of the public.

3.5 Purchase Requisition

- A Purchase Requisition must be completed to raise an order.
- A Purchase Requisition is a notice of intent for an order to be placed normally by purchasing staff. It is an internal document only.

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- Each Purchase Requisition must be signed by an authorised officer and quotations attached and/or explanation –documented on the purchase requisition.
- When completing a requisition use the following steps:
 - a Complete the *date, suggested supplier, address, deliver to, quantity, estimated cost (inclusive of GST), the description of the goods or service and authorising signature*. If any of these are not completed the order may not be processed.
 - b If this is a phone order, or pre-organised order, phone the Purchasing Section with your requisition number for an order number before you contact the supplier. The order number is then written on the requisition form in the space provided.
 - c This is a two part form. The green copy is sent to the Purchasing Section when complete and the pink copy stays in the book.

| Orange City Council Official Requisition | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--------------|---------|--|-------------------------------|-----------------------------|--------------|-----|---------------------|-------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| For the purchase of good and /or provision of goods and services | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <small>Please Note: This requisition is NOT to be used in place of an official Council Order</small> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Requisition Number: | | Date: | Purchase Order Number: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Supplier Details: | | | Goods/Services Delivery Point (If applicable): | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1"><thead><tr><th>Account / Work Order Number</th><th>Stock Number</th><th>Qty</th><th>Price including GST</th><th>Description of Goods/Services</th></tr></thead><tbody><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr></tbody></table> | | | | | Account / Work Order Number | Stock Number | Qty | Price including GST | Description of Goods/Services | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Account / Work Order Number | Stock Number | Qty | Price including GST | Description of Goods/Services | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <small>Please Note: Quotations and Risk Assessment for Purchasing and Hiring form (form number OCOHS 028_V2_11) must be attached to requisition form.</small> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Requisition by: | | Pay No. | Authorised By: | Pay No. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

3.6 Processing of Orders

- After the Purchasing Officer has completed their control checks of the Purchase Requisition the order should be typed.
- Urgent orders will be printed immediately, with other printing overnight and available by 10am the following day.
- When the order is raised the yellow copy is sent back to the requisitioner and the white copy is mailed to the supplier - unless other arrangements have been made. If something else is to be done with the order then you need to write this on the requisition.
- Keep the yellow copy of the order until the goods are received (see the section on receiving goods).

WALGETT SHIRE COUNCIL AGENDA

OPERATIONAL 2011

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3.7 A list of the delegated signatories for each division/section is available from the purchasing section.

3.8 Goods Received

- When a shipment of goods is received or a service completed a supply docket must be completed for each order. (see below)
- All the details must be filled out: supplier, order number, description of goods (abbreviated), line number from order, full or part supply, quantity received (please check this against the yellow order) and date and sign.
- There must be a signature on either the yellow order, supply docket, delivery docket or invoice to confirm receipt of goods or services and to facilitate payment.
- If it is a full supply - send the yellow order over to the Purchasing Section with the supply docket and delivery docket attached.
- If it is a part supply - mark on the yellow order the amount received and send the supply docket and the delivery docket over to the Purchasing Section. Keep the yellow order.
- If previously part supplied and this is the last shipment - attach the yellow order, the supply docket and delivery docket and send it to the Purchasing Section.
- A delivery docket may not always be available.
- DO NOT WAIT until an invoice is sent to the delivery address to send the paperwork to the Purchasing Section as all invoices should be sent straight to the Purchasing Section.



THE COUNCIL OF THE CITY OF ORANGE - SUPPLY DOCKET

| 74172 | Order No. | Code |
|-------|-----------|------|
| | | |

Supplier _____ Order No. _____ THIS SECTION FOR CREDITORS ONLY

| Description | LN | Goods Received | | Goods Invoiced | | | | | | | | Receipt No |
|-------------|----|----------------|-----|----------------|--------------|-----|-------------|-----|-----------|------------|--|------------|
| | | Full or Part | Qty | Invoice No | Invoice Date | Qty | Gross Value | INT | CST Value | Nett Value | | |
| | | | | | | | | | | | | |
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Goods Received By _____

Authorised By _____

Date _____

Received on Computer By _____

Date _____

3.9 Miscellaneous Purchases – Direct Invoicing (Express Payment Vouchers)

Miscellaneous purchases are goods or services such as:

- Telephones
- Electricity
- Gas
- Rates
- Postage
- Subscriptions
- Freight

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- Reimbursements
- Cash Advances
- Conference Fees
- Training
- Donations

These types of requests should be treated differently to the procedures detailed previously and are of an uncertain or infrequent type encountered by the organisation.

Invoices in respect to the miscellaneous purchases, must be accompanied by an express payment voucher. These vouchers are available from the creditor's section and must be completed by the Authorising Officer responsible for the expenditure against respective job numbers. As with a normal purchase requisition, the voucher must be completed correctly and it will then be processed by the Purchasing Section for payment.

3.10 Credit Cards

Refer to Operational Procedure OP016 – Credit Card Facilities.

3.11 Petty Cash

Petty cash is only to be used in situations where staff need to use suppliers where the purchase is likely to be a 'one-off' situation and with a maximum limit of \$50.00.

Staff requiring petty cash must complete an authorised voucher.

Vouchers will be held within relevant department/sections and issued upon request. Vouchers must have the following information before any monies are dispensed.

- 3.11.1 Description of purchase
- 3.11.2 Correct Job Number
- 3.11.3 Signature of authorised officer
- 3.11.4 The requisitioner's signature

Receipts for the purchase must be supplied to the petty cash authorising officer.

Where staff purchase goods at their own expense, they should follow the above procedure but must attach their receipts to the voucher.

3.12 Purchase of Plant Items

Quotations for purchasing of minor plant items, including, but not limited to, mowers, chainsaws & brush cutters, is to be directed through Council's Plant and Depot Manager.

All plant purchases require a detailed specification and evaluation checklist to be developed in consultation with the Plant and Depot Manager for quotation purposes.

In general the following should be undertaken:

- The plant item should be identified in Council's Management Plan
- Detailed specifications should be developed including evaluation criteria
- The Plant and Depot Manager is to review specifications
- Plant and Depot Manager to choose appropriate advertising and seek competitive quotations

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- Evaluation of offered items is to be reviewed and endorsed by Plant and Depot Manager as satisfying the evaluation criteria
- Requisition to be authorised in accordance with this policy
- Plant to be recorded as asset and old plant disposed of and recorded in accordance with policy if relevant

4 CONTRACTORS

4.1 Minor Works Contractor List

Orange City Council maintains a central database of contractors who meet Council's eligibility requirements to undertake works. The accredited contract list enables Council staff to engage contractors confident that they already meet Council's requirements. To qualify for the accredited contractor list, contractors must refer to the requirement as detailed in Council's EOI document as listing on Council's website.

Staff should familiarise themselves with the range of service providers available from the contractors list and are encouraged to use this listing when seeking quotations.

5 DISPOSAL OF SURPLUS OR OBSOLETE GOODS

Where materials have become obsolete or a surplus of materials is found, irrespective of their dollar value, they will be offered for sale or taken to the Resource Recovery Centre. Goods will be available to be purchased under the Tender or Quotation processes.

Refer Operational Policy OP020 Disposal of Miscellaneous.

6 PROCEDURES TO BE FOLLOWED BY THE PURCHASING SECTION

For procedures to be followed by the Purchasing Section, please refer to the appropriate operation guidelines.

7 PURCHASING PROJECT TEAM CHARTER

See attached – Trim reference number D08/11870.

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D08/11870

CHARTER Purchasing Project Team

PREAMBLE

In June 2008, Orange City Council resolved to establish a project team of staff in response to the desire to ensure Council's purchasing program of goods and services is being conducted in a responsible way with sustainability impacts built into its practices.

PURPOSE

The purpose of the Purchasing Project Team is to

- Develop, coordinate, facilitate and evaluate the sustainable purchasing policy and procedure, development and implementation.
- Participate in the LGSA Sustainable Choice Program in a variety of offered activities, training, workshops and receiving and providing information.
- Facilitate a comprehensive discussion about a range of sustainable purchasing issues that will benefit our local community. Such issues will include recycled content of goods, greenhouse gas emissions, water and energy efficiency, toxicity, protection of biodiversity and habitat, local production, fuel usage in delivery, value for money (long-term), employment practices (for example does the workforce reflect community diversity), carbon trading development and response, and so on.
- And where appropriate, work in with Centroc on sustainable purchasing projects; and review Council contractors' purchasing practices.

TERM

The Project Team shall continue at the discretion of the General Manager.

MEMBERSHIP

The Project Team will be made up generally of at least one representative of each division of Council – Corporate, Development, Enterprise, Human and Technical – with the Purchasing Officer being responsible for the Team's functioning. These members are to be nominated by their Divisional Director.

Team members should have an involvement in divisional purchasing and be able to influence the choices, decisions and thinking of their divisional peers and staff. In some cases the Council's contractors maybe, over time, required to apply similar criteria to purchasing as Council applies to itself.

The Project Team can invite other staff members to participate in the planning and implementation of its activities, with the approval of the appropriate Divisional Director.

PROCEDURES

The Project Team will meet at least twice yearly, or more frequently if it is deemed necessary by the members.

The early meetings should be focussed on developing an understanding of the Team's role, the issues of sustainable purchasing, planning achievable goals for the next 12 months, prioritising elements of the plan, and other activities as required to meet the purpose of the Team.

The Team will adopt a structure and procedure that will benefit the exchange of creative ideas and focus on the outcomes set.

The team should report at least once to the General Manager in the year outlining targets and results.



Form No. OCCOHS 028_V2_11

RISK ASSESSMENT FOR PURCHASING/HIRING

This form applies to all purchases of equipment, materials and services to determine potential occupational, health and safety risks.

This form must be completed prior to requesting and making any purchases of goods and services other than those non-hazardous items listed eg stationery, office supplies, books, journals, travel, conference and other membership fees, accommodation, computer software, catering, subscriptions and minor hardware items.

This form and the attached ^{or} firm must also be used when hiring labour.

The completed checklists are to be attached to all completed requisitions and forwarded to the Purchasing Officer.

If the hazard listed does not apply add NSR (No Significant Risk) under the Risk Column next to the corresponding hazard.

| Goods or Services to be Purchased: | | | |
|---|-------------|----------------|----------------------|
| Hazard Identified | Risk | Control | Residual Risk |
| Safety: | | | |
| Equipment specification | | | |
| Equipment manuals | | | |
| Material Safety Data Sheet (Goods) | | | |
| Safe Work Method Statements (Services) | | | |
| Competencies and Qualifications (Services) | | | |
| Are Australian Standards met | | | |
| Ergonomic Designs | | | |
| Training will be required | | | |
| Hazardous Substances: | | | |
| Hazardous Material | | | |
| Dangerous goods | | | |
| Plant and Machinery: | | | |
| Dust/fume extraction implications | | | |
| Guarding implications | | | |
| Power supply and outlet locations | | | |
| Signage (eg safe operating procedure) | | | |
| Quantity/Size of Item(s): | | | |
| Special delivery instructions | | | |
| Manual handling implications | | | |
| Storage implications | | | |
| Sitting of the item(s) | | | |
| Quantity considerations | | | |
| Finance Implications eg: | | | |
| Can more than one company provide product | | | |
| Company no longer stocks goods | | | |
| Labour Hire | | | |
| Has a Job Description been completed for position | | | |
| White Card | | | |
| Licenses | | | |
| Workcover Tickets | | | |
| Competent to Complete Tasks | | | |
| Medically Fit to Complete Tasks | | | |

Review: May 2011 Next Review: Jan 2012

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WALGETT SHIRE COUNCIL AGENDA

| | | | |
|-------------------------------|--|--|--|
| Police Check | | | |
| Working With Children Check | | | |
| List other hazards necessary: | | | |
| | | | |
| | | | |
| | | | |

Note:

If Hiring Labour through a Labour Hire Agency they should be able to provide all the applicants' details if they have been provided with a Job Description for the position required.

DRAFT

WALGETT SHIRE COUNCIL AGENDA

| RISK ACTION TABLE | |
|-------------------|--|
| Risk Level | Description |
| 2 | Risk control measures required – Supervisor notified, site specific SWMS to be implemented |
| 3 | Risk control measures required – standard SWMS and Toolbox meetings |
| 4 | Risks to be monitored through standard SWMS and Toolbox meetings |

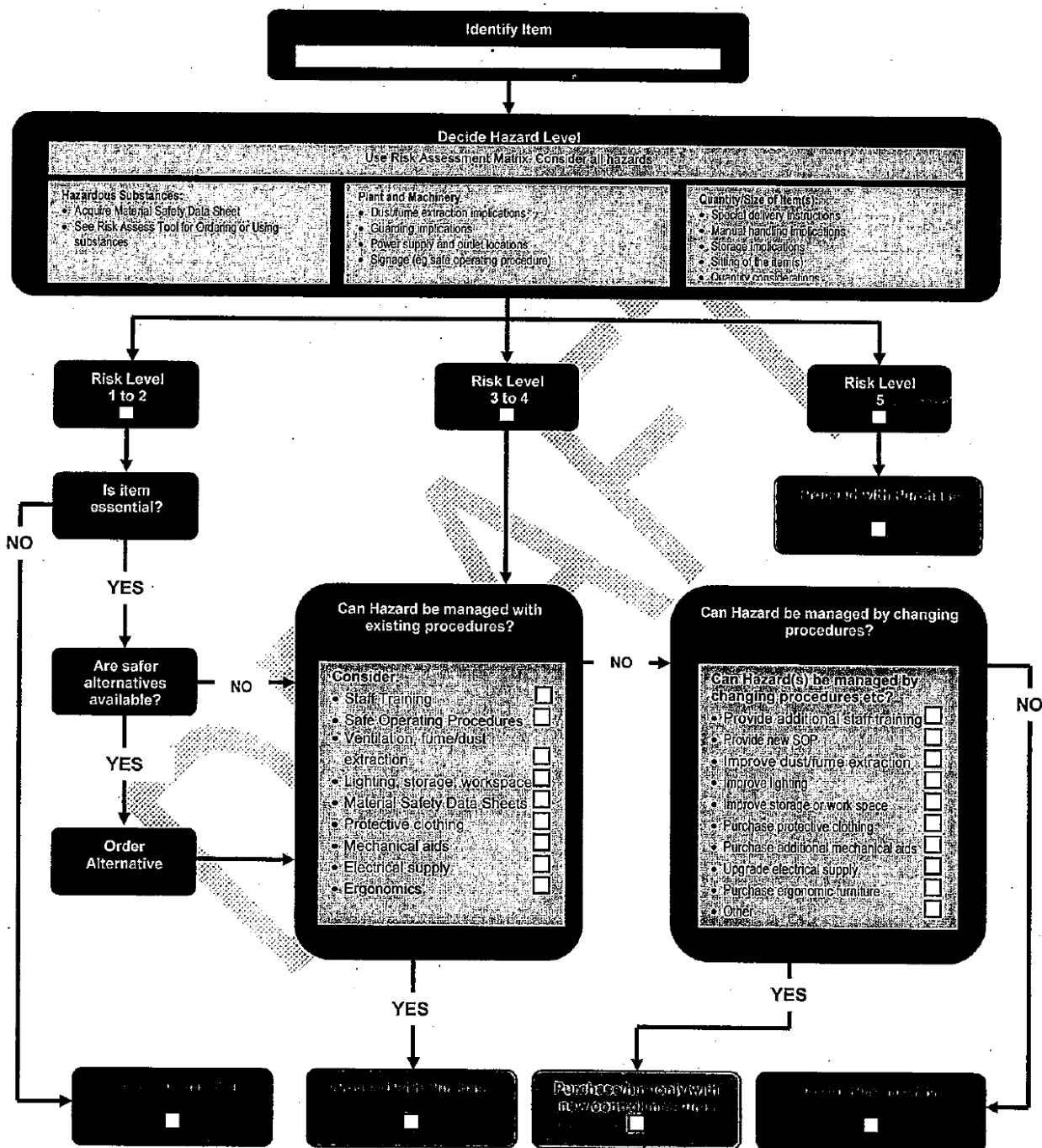
| RISK RATING TABLE | | | | | |
|-------------------|------------|-------|----------|-------|--------|
| Frequency | Severity | 4 | 3 | 2 | 1 |
| Almost certain | | 4 | 3 | 2 | 1 |
| Likely | | 4 | 3 | 2 | 1 |
| Possible | | | 3 | 2 | 1 |
| Unlikely | | 4 | 3 | 2 | 1 |
| Rare | | 4 | 3 | 2 | 1 |
| | Negligible | Minor | Moderate | Major | Severe |

| Frequency | Description |
|----------------|---|
| Almost certain | Will happen: Imminent or will occur within 1 to 6 months |
| Likely | Expected to happen: Expected to occur at least once in a 6 to 12 month period |
| Possible | Could happen: will probably occur between 1 to 5 years |
| Unlikely | Not expected to happen: may occur only once every 5 - 10 years |
| Rare | Uncommon, unusual: not likely to occur within a 10 year period |

| Severity | Description |
|------------|--|
| Severe | Death or serious disability |
| Major | Serious injury – long term hospital |
| Moderate | Significant injury – short term hospital |
| Minor | Injury may require first aid |
| Negligible | No injuries |

WALGETT SHIRE COUNCIL AGENDA

DATE..... NAME



Last Review: May 2011 Next Review: Jan 2012

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Reservation of items for Debate

Nil

Reports of Officers

3. COUNCIL DECISIONS ACTION REPORT – 25.10.11

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 10/154

Summary:

This schedule has been revised and will be provided to each Council meeting in the revised format. It summarises action taken in respect of matters considered at the previous meeting of Council and in future will include any action from previous meetings still outstanding.

Background:

Attached is the Resolution Register related to the 25 October 2011 Council Meeting. The register summarises action in respect of all Resolutions as well as any other matters raised at the Meeting which required action. The register, in the new format, will list any matters from previous meetings (as of July 2011) that have not yet been finalised.

Current Position:

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

Attached is the resolution register commencing from July 2011, and includes all resolutions completed and any still outstanding.

Relevant Reference Documents/Policies:

Agenda and Minutes of the 25 October 2011 Council Meeting

Governance issues:

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

Environmental issues:

Nil

Stakeholders:

Councillors and Executive Team

Financial Implications:

Nil

Alternative Solutions/Options:

Nil

Conclusion:

That the action list be received and noted. It is suggested that any queries be passed with the General Manager prior to meeting day to facilitate at the meeting.

| Council decisions Action Report 25/10/11 |
|--|
| <p>Recommendation:</p> <p>That:</p> <ol style="list-style-type: none">1. The report be received and noted. <p>Moved:</p> <p>Seconded:</p> |

Attachments:

Resolution Register of action taken in respect of 25 October 2011
Outstanding Resolutions since 26 July 2011

WALGETT SHIRE COUNCIL AGENDA

Resolution Register of action taken in respect of 25 October 2011

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|---|-------------------------------|---|--------------------|-----------------|
| 25 October 2011 | 10/2011/1 | That the apology from Clr Martinez be received and a leave of absence be granted.
Moved: Clr Greenaway Seconded: Clr Smith | Governance | 25.10.11 Leave Granted | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/2 | That the minutes of the Council meeting held 22 September 2011 be confirmed.
Moved: Clr Woodcock Seconded: Clr Walford | Governance | 25.10.11 Minutes confirmed | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/3 | That Council has a discussion on our representation to the Local Community Working Parties and the general operations of these bodies.
Moved: Clr Greenaway Seconded: Clr Keir | Governance | 25.10.11 Discussed at meeting | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/4 | That Council ceases to be represented at the various Community Working Parties as little benefit seems to be gained by Council for the broader community.
Moved: Clr Keir Seconded: Clr Colless | Governance | In Progress | General Manager | |
| 25 October 2011 | 10/2011/5 | That Council write to the local member Kevin Humphries asking him to make representations to Department of Premier and Cabinet to re-institute the Interagency meetings chaired and administered by Premiers and Cabinet Department on a quarterly basis.
Moved: Clr Lane Seconded: Clr Greenaway | Governance | In Progress | General Manager | |
| 25 October 2011 | 10/2011/6 | 1. That Council received and note the minutes of the Award Consultative Committee meeting for 20 September 2011.
Moved: Clr Lane Seconded: Clr Greenaway | Governance | 25.10.11 Received and noted | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/7 | 1. That Council received and note the minutes of the Occupational Health & Safety Committee meeting for 8 September 2011.
2. Council re-affirm its commitment to the attached OH&S policy and procedure statement.
Moved: Clr Woodcock Seconded: Clr Greenaway | OH & S | 25.10.11 Received and noted
25.10.11 Policy circulated | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/8 | That Council advise local organisations of pending changes in legislation and request that they give Council advance notice whenever working bees are to be conducted on Council owned assets where volunteers will be in attendance.
Moved Clr Colless Seconded: Clr Keir | Urban Infrastructure Services | In Progress | General Manager | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|--|--------------------------------|--------------------|---|-----------------|
| 25 October 2011 | 10/2011/9 | 1. That Council receive and note the minutes of the Orana Regional Organisation of Councils held on 29 July 2011 and 7 October 2011.
2. Note Council's representatives' commitments in relation to:
a. Social reform initiatives.
b. Natural Disaster Relief Scheme review.
Moved: Cllr Woodcock Seconded: Cllr Walford | Governance | In Progress | General Manager | |
| 25 October 2011 | 10/2011/10 | 1. That the draft minutes of the Lightning Ridge & Surrounding Opal Fields Management Reserve Trust meeting held on 31 August 2011 be received and noted.
Moved: Cllr Lane Seconded: Cllr Woodcock | Planning & Regulatory Services | No Action required | Director Planning & Regulatory Services | 25 October 2011 |
| 25 October 2011 | 10/2011/11 | 1. Council note the Netwaste Minutes of the meeting held at Gilgandra Library on 9 September 2011.
2. Council that Netwaste will hold the following events at Mudgee:
a. 1 December 2011 – Asbestos Management Workshop
b. 2 December 2011 – Netwaste Forum
Moved: Cllr Woodcock Seconded: Cllr Keir | Urban Infrastructure Services | No Action required | Director Urban Infrastructure Services | 25 October 2011 |
| 25 October 2011 | 10/2011/12 | That the action register be received and noted.
Moved: Cllr Smith Seconded: Cllr Woodcock | Governance | No Action required | General Manager | 25 October 2011 |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|--|------------|--------------------|--------------------|-----------------|
| 25 October 2011 | 10/2011/13 | <p>1. That the information contained in the Departmental circulars 11-22 to 11-30 from the Local Government Division Department of Premier and Cabinet be received and noted.
 Moved: Clr Woodcock Seconded: Clr Keir</p> <ul style="list-style-type: none"> • Circular to Councils 11/22 - Guidelines for Council Administered Elections 2012 • Circular to Councils 11/23 - GST Certificate - Revised Requirements • Circular to Councils 11/24 - Snapshot of NSW Councils - Comparative Information on NSW Local Government Councils 2009/10 • Circular to Councils 11-25 Planning for Ageing Population • Circular to Councils 11-26 Ward Boundary and Name Changes • Circular to Councils 11-27 Findings from Review of Councillor Expenses and Facilities Policies • Circular to Councils 11-28 The Destination 2036 Outcomes Report • Circular to Councils 11-29 Guidelines for the Preparation of a Special Rate Variation Application and Guidelines for the Preparation of an application to Exceed the Minimum Rate Statutory Limit 2012/2013 • Circular to Councils 11/30 – Constitutional Referendums | Governance | In Progress | General Manager | |
| 25 October 2011 | 10/2011/14 | <p>1. The information contained in the weekly circulars from the NSW Local Government and Shires Association be received and noted.
 Moved: Clr Woodcock Seconded: Clr Lane</p> | Governance | No Action required | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/15 | <p>1. That Council receive and note the regular monthly calendar for the period October to December 2011.
 Moved: Clr Woodcock Seconded: Clr Smith</p> | Governance | No Action required | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/16 | <p>1. That the following two Committees be included in Council's 2011/2012 Delegates and Representatives list:</p> <ul style="list-style-type: none"> * Coonabarabran – Mungindi Road Upgrade Project Steering Committee * Water Utilities Group <p>2. That the Mayor be Council's delegate on the Water Utilities Group.</p> <p>3. That Clr Greenaway be Council's delegate on the Coonabarabran – Mungindi Road Upgrade Project Steering Committee.
 Moved: Clr Smith Seconded: Clr Woodcock</p> | Governance | No Action required | General Manager | 25 October 2011 |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|--|-------------------------------|--|--|-----------------|
| 25 October 2011 | 10/2011/17 | 1. That the Mayor and the General Manager be delegated the Authority to prepare council's response in relation to the Destination 2036 report.
Moved: Clr Woodcock Seconded: Clr Greenaway | Community Services | 4.11.11 Response sent | General Manager | 4 November 2011 |
| 25 October 2011 | 10/2011/18 | 1. Formally endorse the submission of an Expression of Interest for the establishment of a PCYC facility for Walgett Shire

2. Commit all reasonable resources to the preparation of the Expression of Interest and development of necessary plans and specifications for the proposed development.

3. Identify what current resources/commitments could be transferred to the proposed facility.

4. And if the Expression of Interest is successful, commit to expediting the implementation of the proposed project.
Moved: Clr Greenaway Seconded: Clr Keir | Community Services | 31.10.11 Included in formal submission | General Manager | 31 October 2011 |
| 25 October 2011 | 10/2011/19 | 1. Council advertise for Expression of Interest from community members to form an Australia Day Community Committee for 2012.

2. The Mayor and the following Councillors Clr Keri and Clr Walford be members of the 2012 Australia Day Awards Judging panel.

3. The Mayor be the chairperson of the Judging panel.

4. The Mayor and Councillors on the Panel be authorised to determine community members of the Panel and to invite community members to join the Panel.
Moved: Clr Woodcock Seconded: Clr Lane | Community Services | In Progress | General Manager | |
| 25 October 2011 | 10/2011/20 | That depending on the results of the meeting being held on Wednesday 26 October 2011, Council write an official letter to the General Manager of the Moree Plains Shire Council expressing Council's concerns with the organisation of the Regional Library Agreement.
Moved: Clr Greenaway Seconded: Clr Smith | Community Services | 26.10.11 Library Agreement negotiated awaiting revised agreement | General Manager | |
| 25 October 2011 | 10/2011/21 | That Council write a letter to Minister for Local government Hon Don Page MP outlining that some years ago the Land Management and Property Authority were the ones that implemented the charges on Crown reserves and Council has no control over it.
Moved: Clr Lane Seconded: Clr Greenaway | Urban Infrastructure Services | In Progress | Director Urban Infrastructure Services | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|--|-------------------------------|---------------------------|--|-----------------|
| 25 October 2011 | | The General Manager advised that he will ask staff to investigate the fees and charges for the crown reserves. | Urban Infrastructure Services | In Progress | Director Urban Infrastructure Services | |
| 25 October 2011 | 10/2011/22 | 1. That the matters listed by the General Manager for brief mention or information be received and noted.
Moved: Clr Lane Seconded: Clr Woodcock | Governance | In Progress | General Manager | |
| 25 October 2011 | 10/2011/23 | 1. That council receive and note the report in relation to RV Friendly Town Schemes within Walgett Shire

2. That Council endorses all 6 applications including Burren Junction, Collarenebri, Carinda, Rowena, Lightning Ridge and Walgett and supports the establishment of signage once Walgett Shire Council has received approval from CMCA.

3. That Council advise the CMCA of the proposals and seek approval to establish appropriate signage.
Moved: Clr Lane Seconded: Clr Woodcock | Tourism | In Progress | General Manager | |
| 25 October 2011 | 10/2011/24 | 1. That the quarterly report on Youth Development and Services for the period July 2011 – September 2011 be received and noted.
Moved: Clr Greenaway Seconded: Clr Smith | Community Services | No Action required | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/25 | That Walgett Shire Council resolves to:

1. Authorise the Mayor and General Manager to sign and affix the Council seal to two copies of the Variation of Funding Agreement for the Walgett Youth Facilities Support Project.
Moved: Clr Woodcock Seconded: Clr Smith | Community Services | 31.10.11 Agreement Signed | General Manager | 31 October 2011 |
| 25 October 2011 | 10/2011/26 | That Walgett Shire Council resolves to:

1. Authorise the Mayor and General Manager to sign and affix the Council seal to two copies of the Variation of Funding Agreement for the Walgett Youth Resources project.
Moved: Clr Lane Seconded: Clr Greenaway | Community Services | 31.10.11 Agreement Signed | General Manager | 31 October 2011 |
| 25 October 2011 | 10/2011/27 | 1. That Council adopt the draft Public Interest Disclosure Policy and place the draft policy on public exhibition for a period of 28 days as per the requirements of the Local Government Act 1993.
Moved: Clr Woodcock Seconded: Clr Walford | Corporate Services | Now on Public Display | Director Corporate Services | |
| 25 October 2011 | 10/2011/28 | 1. That the cash on hand and investment report as at 30 September 2011 be received.
Moved: Clr Greenaway Seconded: Clr Smith | Corporate Services | No action required | Director Corporate Services | 25 October 2011 |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|--|--------------------------------|---|---|-----------------|
| 25 October 2011 | 10/2011/29 | <p>1. The Draft Annual Financial Reports for 2010/2011 be referred to Council's Auditor.</p> <p>2. The Mayor, General Manager and Acting Finance Manager be authorised to sign the necessary Financial Statements.</p> <p>3. On receipt of the Audited Report, a copy be forwarded to the Department of Local Government and the Australian Bureau of Statistics.</p> <p>4. Council delegate to the General Manager the authority to set the date at which the Auditors report and the Financial Statements be presented to the public.</p> <p>5. Public notice be given of the meeting date for formal presentation of the audited Annual Financial Reports for 2010/2011</p> <p>Moved: Clr Colless Seconded: Clr Keir</p> | Corporate Services | Auditors to present to Council at December 2011 meeting | Director Corporate Services | 25 October 2011 |
| 25 October 2011 | 10/2011/30 | <p>That Walgett Shire Council resolve to:</p> <ul style="list-style-type: none"> • Note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority during August & September 2011. <p>Moved: Clr Greenaway Seconded: Clr Walford</p> | Planning & Regulatory Services | No Action required | Director Planning & Regulatory Services | 25 October 2011 |
| 25 October 2011 | 10/2011/31 | <p>That this report be deferred so that the Director Planning & Regulatory Services can include the councillors comments relating to farming practices and by providing positive comments in document regarding clearing.</p> <p>Moved: Clr Greenaway Seconded: Clr Lane</p> | Planning & Regulatory Services | Revised report submitted for 22.11.2011 Council Meeting | Director Planning & Regulatory Services | 25 October 2011 |
| 25 October 2011 | 10/2011/32 | <p>1. That the report by the Director of Planning & Regulatory Services on matters for brief mention, or information only, be received and noted.</p> <p>Moved: Clr Keir Seconded: Clr Smith</p> | Planning & Regulatory Services | No Action required | Director Planning & Regulatory Services | 25 October 2011 |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|---|-------------------------------|------------------------------|--------------------|----------------|
| 25 October 2011 | 10/2011/33 | <p>1. Council accept and approve the Water Restriction Policy Review and its amendments:</p> <ul style="list-style-type: none"> a. Permanent Water Conservation Measure <ul style="list-style-type: none"> * Hand-held hoses connected to water scheme supply, micro-spray or automatic sprinklers for lawns and gardens cannot be used between 10am to 2pm on any day. b. Water Restriction Level 1: <ul style="list-style-type: none"> * Use of water sprinklers for lawns and gardens except hand-held hose are not allowed. The use of water on newly laid sod or planting outside this restriction is allowed on exceptional circumstances. * No hosing of hard surfaces, including personal/private vehicles at any time * No hoses or taps to be left running unattended except when filling pools or containers. * Washing vehicles using a bucket is permitted. c. Water Restriction Level 2: <ul style="list-style-type: none"> * Public parks, sport fields and school grounds are only able to be watered within the water supply allocation. * Washing vehicles using a bucket is permitted. * All other domestic and commercial watering activities are suspended. d. Water Restriction Level 3: <ul style="list-style-type: none"> * All outdoor and non-essential indoor use of water is prohibited. * Bulk water filling from standpipes is prohibited. * Fire hoses must only be used for fire fighting purposes – not for cleaning. <p>2. Council acknowledge that the water supply will vary depending on the demand requirement of each town and therefore, appropriate water restriction levels will be imposed when a shortage of water arises in each situation.</p> <p>3. Council publish this Water Restriction Policy prior to its commencement on 30 November 2011.</p> <p>4. Council in accordance with Section 377 of the Local Government Act 1993, delegate power to the General Manager to serve penalty notices for the breach of water restrictions, effective 30 November 2011.</p> <p>Moved: Cllr Smith Seconded: Cllr Walford</p> | Urban Infrastructure Services | Press release yet to be done | | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|--------------------------------|---|-------------------------------|--|--|-----------------|
| 25 October 2011 | 10/2011/34 | <p>1. Council note the half-day LGSA Training Module held at Gilgandra Library on 10 October 2011.</p> <p>2. Council note that environmental outcomes not outputs as NRM's values must fit in its Community Strategic Plan (CSP).</p> <p>3. Council note to rank NRM priorities, determine methods of ranking these priorities and what resources are to be allocated to fit in with the Community Strategic Plan.</p> <p>Moved: Clr Woodcock Seconded: Clr Lane</p> | | No Action required | Director Urban Infrastructure Services | 25 October 2011 |
| 25 October 2011 | 10/2011/35 | <p>1. That the matters listed by the Director Urban Infrastructure Services for brief mention or information only be received and noted.</p> <p>Moved: Clr Woodcock Seconded: Clr Lane</p> | Urban Infrastructure Services | No Action required | Director Urban Infrastructure Services | 25 October 2011 |
| 25 October 2011 | 10/2011/36 | <p>1. That Council note the RTA funding for school bus stop construction</p> <p>2. That Council approve and note of \$27,952 for this project.</p> <p>Moved: Clr Woodcock Seconded: Clr Keir</p> | Engineering Services | completed | Director Engineering | 27 October 2011 |
| 25 October 2011 | 10/2011/37 | <p>1. That Council approve Councillors , the General Manager and the Director Engineering Services representing Council at the 2011 National Roads and Transport Congress in Mount Gambier and that expenses be paid.</p> <p>Moved: Clr Woodcock Seconded: Clr Keir</p> | Engineering Services | DES is attending meeting
No Action required | Director Engineering | 25 October 2011 |
| 25 October 2011 | 10/2011/38 | <p>1. That Council note the Roads to Recovery funding for the projects.</p> <p>2. That Council approves the note of \$1,375,000.00.</p> <p>Moved: Clr Keir Seconded: Clr Smith</p> | Engineering Services | Work in progress | Director Engineering | |
| 25 October 2011 | 10/2011/39 | <p>1. That Council receive and note the regular monthly road & Bridge report.</p> <p>Moved: Clr Woodcock Seconded: Clr Colless</p> | Engineering Services | Ongoing | Director Engineering | |
| 25 October 2011 | Questions for the next Meeting | <p>Council staff recently removed the trees from the main street in Lightning Ridge. Councillors were not informed beforehand. Trees were removed because of roots I assume. Can Council staff please prepare a detailed plan with appropriate tree selection for Morilla and Opal Streets for improvement of both these streets?</p> <p>Clr Lane</p> | Urban Infrastructure Services | In progress | Director Urban Infrastructure Services | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|--------------------------------|--|-------------------------------|--|--|-----------------|
| 25 October 2011 | Questions for the next Meeting | Mr King has sent me a file on this dealings with Council in relation to the Sheeppyard Pub. In it he makes several allegations against council and councils staff. Could the General Manager please prepare a report for council covering all our dealings with Mr King?
<i>Clr Lane</i> | Governance | 14.11.11 Report for November Meeting | General Manager | |
| 25 October 2011 | Questions for the next Meeting | In relation to the sewer dump point at Burren Junction Bore Baths, what is the cost?
<i>Clr Greenaway</i> | Urban Infrastructure Services | \$19,000 approx | Director Urban Infrastructure Services | |
| 25 October 2011 | Questions for the next Meeting | What is the current situation with Burren Junction Preschool bus stop?
<i>Clr Keir</i> | Engineering Services | Work in progress | Director Engineering | |
| 25 October 2011 | Questions for the next Meeting | Could we have timely maintenance of the Collarenebri cemetery like the Walgett cemetery?
<i>Clr Keir</i> | Urban Infrastructure Services | already arranged | Director Urban Infrastructure Services | |
| 25 October 2011 | Questions for the next Meeting | Can something be done to the giveaway sign or the tree that is near the Collarenebri Post Office. You can not see the sign because of the tree?
<i>Clr Smith</i> | Engineering Services | Proposing in December 15 Local Traffic Committee Meeting | Director Engineering | |
| 25 October 2011 | Disclosures | Pursuant to Section 450A of the Local Government Act 1993 the General Manager tabled disclosure returns completed and submitted pursuant to Section 449 of the Act by the following designated persons:

Ramesh Sharma, Andrew Wilson, MD A Hasnat, Clr Jane Keir, Clr Robert Greenaway, Trevor Campbell (2009-2010), Trevor Campbell, Don Ramsland, | Governance | No Action required | General Manager | 25 October 2011 |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|---|-------------------------------|--|--|-----------------|
| 25 October 2011 | 10/2011/40 | <p>That the public be excluded from the meeting pursuant to Sections 10A (2)(a) (c) & (d) of the Local Government Act 1993 on the basis that the items deal with:</p> <p>(a) that personnel matters concerning particular individuals (other than councillors).</p> <p>(c) that information that would, if disclosed confer a commercial advantage on a person with whom the council is conducting business (or proposed to conduct) business</p> <p>(d) that the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.</p> <p>Moved: Clr Greenaway Seconded: Clr Woodcock</p> | Governance | No Action required | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/41 | <p>That Council accept the amended tender of Prominent Fluid Controls Pty, Ltd. in the amount of \$106,000.00 excluding GST for the installation and construction of two fluoride dosing systems in Walgett and Collarenebri.</p> <p>2. That Council advise the Office of Water and Centre of Oral Health that the amended Tender of Prominent Fluid Controls Pty, Ltd. in the amount of \$106,000.00 excluding GST for the installation and construction of two fluoride dosing system in Collarenebri has been accepted.</p> <p>3. That Council commence training of Walgett and Collarenebri urban water staff in fluoridation monitoring and management.</p> <p>4. That Council advise the general public of the installation of the fluoride dosing system, its associated health benefits for the future of the children of Walgett and Collarenebri townships.</p> <p>Moved: Clr Woodcock Seconded: Clr Smith</p> | Urban Infrastructure Services | Press release to be drafted two weeks prior to the contractor starting the installaion | Director Urban Infrastructure Services | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|---|----------------------|--|----------------------|-----------------|
| 25 October 2011 | 10/2011/42 | <p>1. That Council approves the Council Plant Committee minutes of 19 October 2011.</p> <p>2. That the following recommendations approved at the plant committee meeting be approved at this meeting of Council.</p> <p>a. That the Plant Committee recommends Council accept the tender of Man Automotive Imports P/L in the amount of \$ 264,264.00 for supply & delivery of One (1) 90t GCM prime mover with quick release tipping body with the following items to be checked and any amendments appropriate made to the quoted price :</p> <ul style="list-style-type: none"> * Check what is included with the training (Extent of training) * Check what manuals will be included (They should come standard - need workshop manual and operation manual) * Remove Automated Manual Transmission from price - \$10,500 * Remove Alloy Wheels from price (should be steel) - \$2,400 * Check if tools needed for wheel changes comes standard * Check if air hose connection should be standard * Check if chassis mounted rear mudguard comes standard. * Check suspension to have driver activated air dump and raise controls option * Check if we can change the turntable option. (Remove turntable and make it quick release greasesless turntable with no bore race) * Check electrically operated and heated rear vision mirror on both sides * Check Speed limited fitted (Speed limited to 90kmh) * Remove 40 Channel UHF radio (Workshop staff to fit) - \$400 * Remove 3g Band Phone Antenna (Workshop staff to fit) - \$280 * Check if tail lights are fitted to the Prime Mover <p>b. That the Plant Committee recommends Council accept the tender of Moore in the amount of \$ 167,727.30 for the supply & delivery of two (02) Step – Deck Plant Trailers on the basis that:</p> <ul style="list-style-type: none"> a. It is an Australian Product b. Access to parts and service in Australia c. Proven reliability of product d. Proven industry reputation of suppliers e. Small difference in price <p>Pending the investigation into the price quoted on the Tandem trailer compared to the price on the other trailers.</p> <p>Moved: Clr Lane Seconded: Clr Walford</p> | Engineering Services | <p>a. The specified items have been checked and the final purchase of 90+ GCM Prime Mover Truck price of \$264,264 - \$178,80.00 = \$246,384</p> <p>b. The price quoted for tandem trailer</p> | Director Engineering | |
| 25 October 2011 | 10/2011/43 | <p>1. For Council's information.</p> <p>Moved: Clr Smith Seconded: Clr Woodcock</p> | Governance | No Action required | General Manager | 25 October 2011 |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|---|------------|--|--------------------|-----------------|
| 25 October 2011 | 10/2011/44 | 1. That the action taken in opting to accept option 2 of Essential Energy's Energy Efficient Luminaire Programme proposal be endorsed.
Moved: Cllr Greenaway Seconded: Cllr Keir | Governance | 25.10.11 Essential Energy advised previously | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/45 | That following the General Manager's more than satisfactory review that the Mayor prepare the appropriate letter of confirmation of the review outcomes.
Moved: Cllr Lane Seconded: Cllr Smith | Governance | In Progress | General Manager | |
| 25 October 2011 | 10/2011/46 | That pursuant to clause of the General Manager's contract Council approve of the General Manager accepting the acting General Manager position with the Castlereagh Macquarie County Council.
Moved: Cllr Woodcock Seconded: Cllr Greenaway | Governance | In Progress | General Manager | |
| 25 October 2011 | 10/2011/47 | That Council return to Open Session.
Moved: Cllr Woodcock Seconded: Cllr Smith | Governance | No Action required | General Manager | 25 October 2011 |
| 25 October 2011 | 10/2011/48 | That Council adopt the following resolutions of the Closed Committee:

<ul style="list-style-type: none"> • Walgett and Collarenebri Fluoridation Tenders • Committee of Council – Plant Committee Minutes • ICAC Inquiry – Operation Jarek • Essential Energy – Luminaire Street Lighting Programme • Performance Review of General Manager • Part Time General Manager – Castlereagh Macquarie County Council Moved: Cllr Lane Seconded: Cllr Keir | Governance | No Action required | General Manager | 25 October 2011 |

WALGETT SHIRE COUNCIL AGENDA

Outstanding Resolutions since 26 July 2011

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|--|--------------------------------|---|-------------------------------|----------------|
| 26 July 2011 | Matters Arising | <p>Clr Murray asked what was happening in relation to items that were asked at the last Council meeting which came out of the Burren Junction Budget meeting, it still says that the Director Engineering Services is currently investigating.</p> <p>The General Manager advised that he and the Director Engineering Services will be visiting Burren Junction either later this week or early next week and will speak with residents there. He also advised that some of these roads have been graded as part of flood damage repairs and/or routine maintenance.</p> | Engineering Services | <p>Arranged an onsite inspection on 11th August 2011</p> <p>Still a few items to be completed - not completed as yet, due to budget restrictions</p> | Director Engineering Services | |
| 26 July 2011 | Matters Arising | <p>Clr Colless asked if Council was going to go back to using local auctioneers for the sale of land for overdue rates sale.</p> <p>The General Manager advised that he will be calling for Expression of Interests for conducting this auction and may also include some of Council's properties that we have been unable to sell previously.</p> <p>Clr Colless also asked if we could check whoever the Auctioneer will be that if they have any staff interested in the sale to avoid any conflicts of interest.</p> | Finance | <p>Expressions of interest placed in local paper- awaiting response.</p> | Director Corporate Services | |
| 26 July 2011 | 7/2011/4 | <p>1. That Walgett Shire Council impose a moratorium for an indefinite period on any future seismic surveys, drilling or exploration for Coal Seam Gas on property under the ownership or care, control and management of the Walgett Shire Council.</p> <p>2. The Walgett Shire Council requests that the relevant State Government Agency fund and undertake a full assessment of the impact of Coal Seam Gas Extraction on the sustainability of agricultural production and damage to underground aquifers within the shire area during this period.</p> <p>Moved: Clr Greenaway Seconded: Clr Keir</p> | Planning & Regulatory Services | <p>1. Report prepared for 22-9-2011 Council meeting</p> <p>2. Letter to be forwarded to NSW State Agencies</p> <p>11.11.11 State Gov reviewing approach</p> | General Manager | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|--------------------------------|--|--------------------------------|---|--|----------------|
| 26 July 2011 | 7/2011/14 | <p>1. Endorse the proposal to locate the new water filtration plant for Walgett on the old caravan park site on Reserve 81681 on the Brewarrina Road.</p> <p>2. Commence investigations into the possibility of raising the height of the weir on the Barwon River at Walgett to ensure that the town has a secure water supply into the future by convening a meeting between relevant Government Agencies and Council.</p> <p>Moved: Clr Murray Seconded: Clr Keir</p> | Urban Infrastructure Services | <p>1. Survey in progress</p> <p>2. In progress</p> | Director Urban Infrastructure Services | |
| 26 July 2011 | 7/2011/15 | <p>1. That following consideration of the power point presentation, Council make a further disability submission to the NSW Grants Commission based on information provided during the Commission's recent visit to Walgett.</p> <p>Moved: Clr Colless Seconded: Clr Keir</p> | Governance | Follow up Submission to be made | General Manager | |
| 26 July 2011 | 7/2011/28 | <p>1. Note the final report of Walgett Shire LGAA Aboriginal Heritage Study, dated May 2011 as prepared by Australian Museum Business Services.</p> <p>2. Endorse the land use planning related recommendations made by Australian Museum Business Services in sections 6.1.1, 6.1.2, 6.1.3, 6.1.4 and 6.1.5 of the Walgett Shire LGA Aboriginal Heritage Study, dated May 2011.</p> <p>3. Request the General Manager to provide recommendations for Council's consideration regarding the requests made by the aboriginal community within section 6.2 of the Walgett Shire LGA Aboriginal Heritage Study, dated May 2011.</p> <p>Moved: Clr Walford Seconded: Clr Martinez</p> | Planning & Regulatory Services | <p>1. No Action Required</p> <p>2. No Action Required</p> <p>3. General Manager to provide report on non-land use planning requests by the Aboriginal Community arising from heritage Study.</p> | General Manager | |
| 26 July 2011 | Questions for the next Meeting | <p>In relation to Council's Grid Policy, there are approximately 30 grids within the Shire that are not being used, can these be removed?</p> <p>Clr Greenaway</p> | Engineering Services | <p>The Director Engineering Services advised that an email was sent to Clr Greenaway requesting detailed information such as locations etc. Once the information is received, a site meeting with property owner will be conducted for further activities. Cost is estimated at \$60,000 for removal of 30 grids. Will be tabled for 2012/2013 Budget discussions</p> | Director Engineering Services | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|--------------------------------|--|-------------------------------|--|--|----------------|
| 26 July 2011 | Questions for the next Meeting | In relation the Lions Park in Lightning Ridge, it was agreed to move the play equipment from Lions Park to Len Cram Park, the equipment has been removed from Lions Park but has not made its way to Len Cram Park as yet.
Clr Martinez | Urban Infrastructure Services | The Director Urban Infrastructure Services advised that he discussed this issue with the Lightning Ridge Rotary Club to undertake this community project. Council staff to assist in providing some base material. The play equipment is still at the Lions Park. Project to start by early September.
Rotary Club advised that is is not feasible to move this being an old structure. OH&S also advsied that there are some safety issues that need to be addressed. It is therefore advisable to leave it in its present location and improve it to meet OH&S standards. | Director Urban Infrastructure Services | |
| 26 July 2011 | Questions for the next Meeting | Council was going to have a look at the Dump point at the entrance of the Lightning Ridge Visitor Information Centre.
Clr Martinez | Urban Infrastructure Services | The General Manager advised that we can approach the Caravan Park and Camping Association to see if they have access to any grants that Council can apply for to upgrade the facilities or create more dump points.
No further action as yet | Director Urban Infrastructure Services | |
| 23 August 2011 | Matters Arising | Clr Greenaway asked in relation to the Council's Grid Policy, do we know what our present Grid policy is? Is it to get rid of all single grid by 2013? | Engineering Services | Review of Council's Grid Policy commenced
Policy to be presented at the November Council meeting | Director Engineering Services | |
| 23 August 2011 | 8/2011/2 | 1. Council note the Netwaste Steering Committee Minutes of the Meeting held at Dubbo City Council on 25 July 2011.
2. Council approve to develop its Community Sharps Disposal Plan using Netwaste template.
3. Council note the next Netwaste Steering Committee Meeting is to be held at Gilgandra on 09 September 2011.
Moved: Clr Smith Seconded: Clr Keir | Urban Infrastructure Services | Development of the Community Sharps Disposal Plan not yet started | Director Urban Infrastructure Services | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|---|------------|--|--------------------|----------------|
| 23 August 2011 | 8/2011/7 | <p>That Council</p> <ol style="list-style-type: none"> 1. Recommend the appointment of the following candidates to the position of Emergency Unit Controller for a period of two years, effective 1 August 2011.
 Mr David Lane - Reappointment - Unit Controller Lightning Ridge State Emergency Service
 Mr Dominic Warnock – Reappointment – Unit Controller Carinda State Emergency Service
 Alice Thorn – Reappointment – Unit Controller Collarenebri State Emergency Service
 Neil Adum – Reappointment – Unit Controller Glengarry State Emergency Service
 Mrs Julie Marshall – Reappointment – Unit Controller Walgett State Emergency Service 2. Formally thanks the five unit controllers for their continued service. 3. Investigate holding an annual function for the members of all five local SES units in conjunction with the annual volunteers day to express the communities appreciation for the ongoing voluntary efforts. <p>Moved: Cllr Greenaway Seconded: Cllr Walford</p> | Governance | <ol style="list-style-type: none"> 1. Letter to Regional SES office Drafted 2. Letters to local controllers drafted 3. Arrangements to be made 4. Press release prepared | General Manager | |
| 23 August 2011 | 8/2011/9 | <ol style="list-style-type: none"> 1. That the General Manager's Report be received and noted and Council consider whether or not it should be initiating discussions with senior representatives from neighbouring councils and, if so, which councils and on what basis. <p>Moved: Cllr Keir Seconded: Cllr Murray</p> | Governance | Discussions with Council's and Brewarrina Shires being arranged | General Manager | |
| 23 August 2011 | 8/2011/10 | <ol style="list-style-type: none"> 1. That the General Manager to approach all precinct committees and offer a higher level of administrative support and to also initiate action to re-establish a precinct committee in Walgett <p>Moved: Cllr Smith Seconded: Cllr Keir</p> | Governance | <ol style="list-style-type: none"> 1. Discussions with Precinct Committees being held progressively 2. Press Release prepared | General Manager | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|---|----------------------|---|--|----------------|
| 23 August 2011 | 8/2011/11 | That Council
1. Not proceed with any proposal that impacts adversely on traffic flows or involves the establishment of a pedestrian plaza in Wee Waa Street

2. Hold further public consultations to determine the nature and extent of the Walgett Main Street Beautification Project with a view to undertaking agreed works at the earliest possible opportunity.
Moved: Clr Colless Seconded: Clr Murray | Governance | 1. Press release prepared
2. Letters being drafted
3. Public consultation session to be arranged | General Manager | |
| 23 August 2011 | 8/2011/14 | 1. That the General Manager's Report be received and noted.

2. That Council agree "in principle" to participate in the joint arrangement with Coonamble, Narromine, Warren, Gilgandra and Warrumbungle Shire Councils to establish an internal audit function to serve the six councils.

3. That Council provide for an additional vote of \$30,000 in the 2011/12 budget.

4. That the General Manager and, where appropriate, the Mayor, be authorised to continue negotiations with neighbouring Councils committing to 'in principle' support for the project.

5. That progress reports be presented to future meetings.
Moved: Clr Lane Seconded: Clr Smith | Governance | 1. No Action Required
2. Arrangements made and expression of interest being called
3. Provision to be made in September Quarterly review
4. Negotiations continuing
5. Reports to be prepared 18/10/2011 - Reported to October Meeting
11.11.11 Interviews held for Internal Auditor | General Manager | |
| 23 August 2011 | 8/2011/16 | 1. Council begin considering and formulating a plan for the training of plant operators and maintenance of current plant operators tickets prior to the implementation of the new laws that come into effect 1 September 2011.
Moved: Clr Lane Seconded: Clr Colless | Engineering Services | Log book system to apply | Director Urban Infrastructure Services | |
| 23 August 2011 | 8/2011/18 | 1. That the action being taken to review Council's Tourism Plan 2009-2011 and Branding/Marketing Strategy be endorsed.
Moved: Clr Martinez Seconded: Clr Lane | Tourism | Planning for review commenced | General Manager | |
| 23 August 2011 | 8/2011/19 | 1. That Council receive and noted the General Manager's Report and endorse the action being taken to develop a combined Walgett Visitor Information and Aboriginal Cultural Centre concept.

2. That Council be kept advised of progress being made.
Moved: Clr Lane Seconded: Clr Walford | Tourism | Letters forwarded to Walgett LALC and CWP
20/10/11 - Follow up letters drafted | General Manager | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|--------------------------------|---|--------------------------------|---|---|----------------|
| 23 August 2011 | 8/2011/20 | 1. That the General Manager's Report be received and noted and the action being taken to develop an Expression of Interest for a PCYC facility in Walgett in conjunction with other agencies and stakeholders be endorsed.
Moved: Clr Walford Seconded: Clr Lane | Community Services | Community Input being sought
2nd & 3rd Steering Committee Meeting Sept/October
31.10.11 Submission Lodged | General Manager | |
| 23 August 2011 | 8/2011/24 | That Walgett Shire Council resolve to:

1. Note and endorse the letter dated 21 July 2011 from the General Manager of Walgett Shire Council to the Regional Director of the Department of Planning which:

(a) Submitted the draft Walgett Local Environmental Plan 2011 (LEP),
(b) Requested a certificate under section 65 of the Environmental Planning and Assessment Act 1979 to permit the public exhibition of the LEP.
(c) Identified issues that needed to be resolved within the LEP.
Moved: Clr Lane Seconded: Clr Murray | Planning & Regulatory Services | Waiting for Response from Department of Planning | Director Planning & Regulatory Services | |
| 23 August 2011 | 8/2011/28 | 1. That the matters listed by the Director Urban Infrastructure Services for brief mention or information only be received and noted.
Moved: Clr Lane Seconded: Clr Martinez
1. Construction of Dementia Day Care Centre
2. Construction of Cumborah Office
3. Construction of Fox-Warrena St Stormwater Drainage
4. Walgett Bore bath Lights
5. Round 2 Regional Infrastructure Projects.
6. Round 3 Regional Infrastructure Projects
7. Burren Junction 2nd Evaporation Pond
8. Burren Junction 1st Evaporation Pond
9. Lightning Ridge Hot Artesian Spa
10. Walgett Levee Design
11. Water Meter Readings.
12. Bore Licence Application (Lighting Ridge)
13. Aboriginal Communities Water and Sewerage Program | Urban Infrastructure Services | 1. In Progress - Completed
2. Not commenced
3. Not commenced
4. Not commenced
5. In Progress - completed
6. In Progress
7. In Progress - Completed
8. In Progress - no further action required
9. In Progress - no further action required
10. Funds yet to be sourced
11. In Progress
12. In Progress - completed
13. Arrangements outstanding - completed | Director Urban Infrastructure Services | |
| 23 August 2011 | Questions for the Next Meeting | Would like to find out what vacant blocks so the Shire own in Colly plus what are their DP numbers
Clr Smith | Corporate Services | List will be circulated at November 2011 Council meeting | Director Corporate Services | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|--------------------------------|--|-------------------------------|---|--|----------------|
| 23 August 2011 | Questions for the Next Meeting | Collarenebri needs a bus stop sign on the corner Wilson and Herbert Streets not an angle parking sign. Colly to waglett Bus run
Clr Smith | Engineering Services | Item will need to be forwarded to the September Local Traffic Committee Meeting | Director Engineering Services | |
| 23 August 2011 | Questions for the Next Meeting | At the last few Council Meetings, things have been taken on notice but we never seem to have a response/ For example we asked about the maintenance of Skateparks and this still does not seem to happen even though we have been told it does. The local police man would like to have a skate on it but can't because of the cracks in the cement.
Clr Smith | Governance | 1. Generally issues will be reported back to Council. This new process will ensure matters are not overlooked
2. Skatepark issues being further investigated | General Manager | |
| 23 August 2011 | Questions for the Next Meeting | Sarah Bull from the Burren Junction preschool has approached me asking if Council can provide a bus stop area out the front of the preschool. The bus driver is not dropping or picking kids up from the preschool as it is not a designated bus stop area. Can Council look into this?
Clr Keir | Engineering Services | 1. Has been designed and forwarded to all Local Traffic Committee members by email for their comments
2. Listed for September Traffic Committee
3. Traffic Committee approved for Council's consideration | Director Engineering Services | |
| 23 August 2011 | Questions for the next Meeting | Mission road no sign post – could a street sign be erected?
Clr Smith | Urban Infrastructure Services | investigating type and location for signage request
- sign has been ordered, but when arrived they had sent the wrong sign. New sign should be here and installed by end of October 2011. | Director Urban Infrastructure Services | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-----------------|-------------------|---|-------------------------------|---|--|----------------|
| 23 August 2011 | 8/2011/33 | <p>1. Council note that No. 2 requirement of Resolution 223/6: Selection of Preferred Option for Waste Disposal for the town of Lightning Ridge has been achieved in this report.</p> <p>2. Council approve, in principle, to construct a new landfill along the Castlereagh Highway and half-way between Walgett and Lightning Ridge.</p> <p>3. Council authorize the General Manager to investigate possible site locations along the Castlereagh Highway half-way between Walgett and Lightning Ridge.</p> <p>4. That a further report be provided at the October Council meeting outlining the following items:</p> <ul style="list-style-type: none"> * the impact of recycling on future operations * setting up a transfer station at Lightning Ridge in the shorter term * continue using the Walgett landfill for all waste once the Lightning Ridge landfill closes * look at locating a centrally located non flood prone site, one-third of the way between Walgett and Lightning Ridge, and able to service Collarenebri as well to be developed within five years. * plan to establish transfer stations at Collarenebri, Burren Junction, Carinda as well as Lightning Ridge and Walgett * identify green waste sites * identify emergency (flood) tip sites <p>Moved: Cllr Walford Seconded: Cllr Greenaway</p> | Urban Infrastructure Services | In progress
Report submitted November 2011 Meeting | Director Urban Infrastructure Services | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-------------------|-------------------|--|-------------------------------|---|--|----------------|
| 23 August 2011 | 8/2011/34 | <p>1. That Council accept the amended tender of Prominent Fluid Controls Pty, Ltd. in the amount of \$77,860.00 excluding GST for the installation and construction of one fluoride dosing system in Collarenebri only.</p> <p>2. That Council advise the Office of Water and Centre of Oral Health that the amended Tender of Prominent Fluid Controls Pty, Ltd. in the amount of \$77,860.00 excluding GST for the installation and construction of one fluoride dosing system in Collarenebri only has been accepted.</p> <p>3. That Council notes that installation and construction of Walgett's fluoride dosing system shall be put on hold pending completion of the new water treatment plant due to start in 2012 and the office of Water and centre of Oral Health be advised accordingly.</p> <p>4. That Council commence training of Collarenebri urban water staff in fluoridation monitoring and management.</p> <p>5. That Council advise the general public of the installation of the fluoride dosing system, its associated health benefits for the future of the children of Walgett and Collarenebri townships.
 Moved: Cllr Keir Seconded: Cllr Lane</p> | Urban Infrastructure Services | In progress
To commence in March 2012
Contract signed | Director Urban Infrastructure Services | |
| 22 September 2011 | 9/2011/13 | <p>1. Council operations close for the three days 28th to 30th December 2011 and the General Manager make satisfactory arrangements for the maintenance of essential services and provision of emergency call out services.</p> <p>2. The closedown be effectively notified to residents along with details of essential service and emergency call out arrangements
 Moved: Cllr Woodcock Seconded: Cllr Keir</p> | Governance | Arrangments to be made
Notification in December 2011 | General Manager | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-------------------|-------------------|---|------------|---|--------------------|----------------|
| 22 September 2011 | 9/2011/14 | <p>1. That the schedule of Ordinary Council Meetings for 2012 be outlined as follows:</p> <p>14th February – Walgett
 27th March – Lightning Ridge
 24th April – Collarenebri
 22nd May – Walgett
 26th June – Walgett
 24th July – Rowena
 28th August – Walgett
 25th September – Carinda
 23rd October – Walgett
 27th November – Burren Junction
 18th December - Walgett
 and that the meetings commence at 10.00am
 Moved: Clr Greenaway Seconded: Clr Lane</p> | Governance | Appropriate action taken - calendar being placed on website | General Manager | |
| 22 September 2011 | 9/2011/15 | <p>1. That members, representatives and delegates be as outlined in the attached schedule with the following amendments:
 Moved: Clr Lane Seconded: Clr Smith</p> | Governance | Letters drafted for each organisation | General Manager | |
| 22 September 2011 | 9/2011/17 | <p>1. Council acquire by compulsory acquisition the land described as Lots 1004, 1005, 1006 & 1007 in Deposited Plan 1117849 under section 178 of the Roads Act 1993 for Road Construction and Dedication.</p> <p>2. Council apply to the Minister and/or Governor for approval to acquire the subject land by compulsorily process under the Land Acquisition (Just Terms) Compensation Act 1991.</p> <p>3. That all minerals are to be excluded from the compulsory acquisition of the subject land.</p> <p>4. That upon acquisition, the subject land be classified operational land.</p> <p>5. That any necessary documentation be executed under the common seal of Council.
 Moved: Clr Lane Seconded: Clr Smith</p> | Governance | In progress | General Manager | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-------------------|--------------------------------|--|--------------------------------|--|---|----------------|
| 22 September 2011 | 9/2011/18 | <p>1. That the matters listed by the General Manager for brief mention or information be received and noted.</p> <p>2. That Council accepts the subsidy of \$16,186.00 from Special Broadcasting Service for the purpose of providing SBS for Walgett, and Council authorise the General Manager to execute the documentation required.</p> <p>Moved: Clr Lane Seconded: Clr Colless</p> | Governance | In progress | General Manager | |
| 22 September 2011 | 9/2011/21 | <p>That the matter be deferred for further investigations:</p> <ul style="list-style-type: none"> • Ascertain the history of the connection and if there is an agreement • Ascertain what the town supply capacity is • Have a discussion with the new operator of the commercial premises and see what level of water supply is required • Send a letter to Richard Cochrane outlining what action Council is taking. <p>Moved: Clr Lane Seconded: Clr Greenaway</p> | Planning & Regulatory Services | In Progress
Letter sent 29.9.2011 | Director Planning & Regulatory Services | |
| 22 September 2011 | 9/2011/22 | <p>Adopt the draft policy titled "P&R – Geological Resource Exploration on Council Land" and place the policy on public exhibition for a period of 28 days for public comment as required under the Local Government Act 1993.</p> <p>Moved: Clr Greenaway Seconded: Clr Keir</p> | Planning & Regulatory Services | Public exhibition occurring during Nov 2011 | Director Planning & Regulatory Services | |
| 22 September 2011 | 9/2011/31 | <p>That Walgett Shire Council endorse the Programme of Works proposed for 2011/2012 and note that the works will only proceed subject to the availability of funding except for the Come By Chance item, which is to be deferred until after the 2011 harvest season.</p> <p>Moved: Clr Colless Seconded: Clr Greenaway</p> | Engineering Services | In Progress | Director Engineering Services | |
| 22 September 2011 | Questions for the next Meeting | <p>Can we have a report on the residential and light industrial land available in Walgett and Lightning Ridge for possible development and or sale?</p> <p>Clr Murray</p> | Urban Infrastructure Services | Currently in discussions with LMPA report provided November 2011 Council meeting | Director Urban Infrastructure Services | |
| 22 September 2011 | Questions for the next Meeting | <p>Can we grade the bitumen road from the Gingie Mission to Conrad Bolton irrigation channel as it is dangerous in parts?</p> <p>Clr Murray</p> | Engineering Services | Need more discussion on this item | Director Engineering Services | |
| 22 September 2011 | 9/2011/34 | <p>1. That the matter be referred to Council's solicitors for an opinion.</p> <p>Moved: Clr Colless Seconded: Clr Woodcock</p> | Governance | In progress | General Manager | |

WALGETT SHIRE COUNCIL AGENDA

| Date of Meeting | Resolution Number | Resolution | Department | Action Taken | Management Officer | Date Completed |
|-------------------|-------------------|--|------------|--|--------------------|----------------|
| 22 September 2011 | 9/2011/35 | <p>That the process with regards the General Manager's performance review be as follows:</p> <ul style="list-style-type: none"> a. Council conduct the formal performance review meeting with the General Manager at the end of the October Council Meeting to be held in Walgett on Tuesday 25 October 2011. b. Any questions of the General Manager to be forwarded in writing by the Mayor prior to the close of business on Friday 7 October 2011. c. The General Manager respond to questions and address other relevant matters in a Confidential Report to the October Council Meeting. d. A "written statement" prepared pursuant to Section 7.10 of the General Manager's contract be provided to the General Manager prior to the November 2011 Council Meeting. e. The key priorities for the General Manager in 2010/11 be as outlined in the above report. <p>Moved: Clr Keir Seconded: Clr Smith</p> | Governance | In progress
25.10.11 review conducted | General Manager | |

4. CIRCULARS RECEIVED FROM THE NSW LOCAL GOVERNMENT AND SHIRES ASSOCIATION OF NSW – NOVEMBER 2011

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

Summary:

Copies of weekly circulars received from the Local Government and Shires Association since 25 October 2011 Council meeting have been distributed to Councillors.

Background:

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

Issue 39

Item 6 – 2011 Elsa Dixon Aboriginal Employment Program Information Workshops

Issue 40

Item 7 – Public Interest Disclosures training for Local Government

Issue 41

Item 8 – LHPA Review – Public Consultation Meetings

Item 9 – ATO Class Ruling Application on new GST Regime

Issue 42

Item 16- Ethical and Fraud Awareness Training

Issue 43

Item 11 – Project Officer: Model Asbestos Policy for NSW Local Councils

Item 16 – Senior Executive Staff Remuneration

Issue 44

Item 10 – Aboriginal Lands Clean-up Program Funding 2012

Item 24 – IPART Review of Access Pricing on NSW Grain Lines

Item 25 – Transport for NSW & Roads and Maritime Services

Current Position:

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

Relevant Reference Documents/Policies:

Nil

Governance issues:

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

WALGETT SHIRE COUNCIL AGENDA

Environmental issues:

Nil

Stakeholders:

Councillors
Walgett Shire Council staff

Financial Implications:

Nil

Alternative Solutions/Options:

Not Applicable

Conclusion:

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

| Circulars received from the NSW Local Government and Shires Association of NSW – November 2011 |
|---|
| <p>Recommendation:</p> <p>That:</p> <p>2. The information contained in the weekly circulars from the NSW Local Government and Shires Association be received and noted.</p> <p>Moved:</p> <p>Seconded:</p> |

Attachments:

Nil

5. CIRCULARS RECEIVED FROM THE LOCAL GOVERNMENT DEPARTMENT OF PREMIER AND CABINET – NOVEMBER 2011

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

Summary:

Copies of circulars received 11-31 to 11-36 from the Local Government Division Department of Premier and Cabinet are attached for Councillors information.

Background:

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

- Circular to Councils 11/31 - Amendment of the Public Interest Disclosures Act 1994
- Circular to Councils 11/32 - Review of the Model Code of Conduct for Local Councils - Request for Submissions on Position Paper
- Circular to Councils 11/33 - Release of Guidelines for Approval as a Greyhound Re-Training Program and Launch of Greenhounds Website
- Circular to Councils 11/34 - 2012 Ministers' Awards for Women in Local Government - Call for Nominations
- Circular to Councils 11/35 - Council Administered Elections 2012
- Circular to Councils 11/36 - Review of the Model Code of Conduct - Workshop in Ballina - 29 November 2011

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

Current Position

11/31 – Council's policy on public disclosures is currently on public exhibition and any changes required will be incorporated into the revised document.

Relevant Reference Documents:

Nil

Governance Issues:

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

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

Environmental issues:

Nil

Stakeholders:

Councillors
Walgett Shire Council staff

Financial Implications:

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

Alternative Solutions/Options:

Nil

Conclusion:

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

Circular received from the Division of Local Government – November 2011

Recommendation:

1. That the information contained in the following Departmental circulars 11-31 to 11-36 from the Local Government Division Department of Premier and Cabinet be received and noted.
 - Circular to Councils 11/31 - Amendment of the Public Interest Disclosures Act 1994
 - Circular to Councils 11/32 - Review of the Model Code of Conduct for Local Councils - Request for Submissions on Position Paper
 - Circular to Councils 11/33 - Release of Guidelines for Approval as a Greyhound Re-Training Program and Launch of Greenhounds Website
 - Circular to Councils 11/34 - 2012 Ministers' Awards for Women in Local Government - Call for Nominations
 - Circular to Councils 11/35 - Council Administered Elections 2012
 - Circular to Councils 11/36 - Review of the Model Code of Conduct - Workshop in Ballina - 29 November 2011

Moved:

Seconded:

Attachments:

- Circular to Councils 11/31 - Amendment of the Public Interest Disclosures Act 1994
- Circular to Councils 11/32 - Review of the Model Code of Conduct for Local Councils - Request for Submissions on Position Paper
- Circular to Councils 11/33 - Release of Guidelines for Approval as a Greyhound Re-Training Program and Launch of Greenhounds Website
- Circular to Councils 11/34 - 2012 Ministers' Awards for Women in Local Government - Call for Nominations
- Circular to Councils 11/35 - Council Administered Elections 2012
- Circular to Councils 11/36 - Review of the Model Code of Conduct - Workshop in Ballina - 29 November 2011



Circular No. 11-31
Date 17 October 2011
Doc ID. A261089

Contact Lyn Brown
02 4428 4161
lyn.brown@dlg.nsw.gov.au

AMENDMENT OF THE PUBLIC INTEREST DISCLOSURES ACT 1994

The purpose of this circular is to advise councils of upcoming amendments to the *Public Interest Disclosures Act 1994* (Act). This Act sets out a comprehensive framework for protecting public officials who disclose wrongdoing in accordance with the Act. This circular should be read in conjunction with the Division's previously issued Circular to Councils 11-13.

New legislative changes to the Act will take effect on 1 November 2011.

One of the changes will require councils to update their public interest disclosures policies. From 1 November 2011, every public interest disclosures policy must require the local government authority to acknowledge receipt of a disclosure, and send a copy of its policy, to a person who makes a public interest disclosure within 45 days of the person making the disclosure.

General managers of local government authorities must ensure that their councils' policies reflect the changes taking effect on 1 November 2011.

The changes to the Act that take effect on 1 November 2011 are summarised below.

- Every public interest disclosures policy must require the local government authority to acknowledge receipt of a disclosure, and send a copy of its policy, to a person who makes a public interest disclosure within 45 days of the person making the disclosure.
- The general manager of a local government authority must ensure that the authority has a public interest disclosures policy, that the policy designates at least one officer of the authority as being responsible for receiving disclosures on behalf of the authority, that staff are aware of the policy and the protections of the Act and that the authority complies with the policy and the Act.
- Clarification regarding to whom a public authority and an investigating authority must refer evidence or a brief of evidence relating to an offence of taking detrimental action against a person making a disclosure.
- Council officials will be able to disclose a wider range of wrongdoing directly to the Chief Executive, Local Government and receive the protections of the Act. In addition to public interest disclosures about serious and substantial waste of local government money, the Chief Executive will be able to receive disclosures about corrupt conduct, maladministration, breaches of pecuniary interest obligations under the *Local Government Act 1993* and a failure to

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exercise functions properly in accordance with the *Government Information (Public Access) Act 2009* by councils.

- Disclosures made in accordance with the Act will be known as public interest disclosures (formerly protected disclosures).

The NSW Ombudsman has established the Public Interest Disclosures Unit to help agencies by providing education, advice and assistance. Information about the legislative changes and other guidance is available on the NSW Ombudsman's website at www.ombo.nsw.gov.au or via email to pid@ombo.nsw.gov.au

General managers should ensure this circular is brought to the attention of all councillors and staff.



Steve Orr
Acting Chief Executive, Local Government
A Division of the Department of Premier and Cabinet



Circular No. 11-32
Date 24 October 2011
Doc ID. A261051

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

**REVIEW OF THE MODEL CODE OF CONDUCT FOR LOCAL COUNCILS -
REQUEST FOR SUBMISSIONS ON POSITION PAPER**

The purpose of this circular is:

1. to advise councils of the progress of the Division of Local Government's review of the *Model Code of Conduct for Local Councils in NSW* (the Model Code),
2. to invite submissions on a position paper prepared by the Division in relation to its reform proposal,
3. to invite registrations from persons interested in participating in regional workshops to be held to discuss the Division's reform proposal, and
4. to advise of other events the Division will be participating in for the purposes of seeking stakeholder feedback.

Progress of the review

The original version of the Model Code commenced operation on 1 January 2005. A revised version of the Model Code subsequently came into force on 27 June 2008 and operates to this day.

The Division sees the Model Code as an evolving document. While the framework for managing complaints about council officials has vastly improved over the six years the Model Code has been in operation, the Division agrees that there remains scope for further refinement and improvement.

Over the three years in which the revised Model Code has been in operation, the Division has identified or has had brought to its attention a number of areas where the Model Code has not operated in the manner in which it was intended or where its operation could be improved. The Division therefore considered it timely to undertake a further comprehensive review of the Model Code.

The Division commenced the review process earlier this year. A discussion paper was issued in June 2011 outlining issues raised about the operation of the current version of the Model Code. The discussion paper sought views about any other areas where the Model Code required improvement and asked for suggestions on how best to make those improvements. The discussion paper also sought submissions on possible options for improving the Model Code to address the issues that had been raised with the Division.

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

The submissions received reflected the diversity of the local government sector, the different contexts that councils operate in and the range of stakeholders' interests that the sector impacts upon. As a result, submissions expressed a broad diversity of views on the Model Code and how it might be improved.

The position paper

Based on the Division's consideration of submissions, a reform proposal has been prepared with respect to the Model Code and the misbehaviour provisions of the *Local Government Act 1993* (the Act). The Division now seeks stakeholders' views in relation to the reform proposal.

To this end, the Division has prepared a position paper outlining its reform proposal. This may be found on the 'Publications' page of the Division's website at www.dlg.nsw.gov.au.

The Division is currently only seeking views on the general direction of the proposed changes. Once the broad direction of the proposed changes has been determined, the Division will be seeking stakeholders' further views on the technical detail that will underpin and give effect to the proposed changes. To this end, the Division will issue a draft of the revised Model Code and associated procedures and any ancillary proposals for the purposes of seeking comment on the technical detail of the proposed changes.

The Division requests that general managers bring the position paper to the attention of their councillors and staff. Councils may also wish to notify their communities of the position paper on their own websites or by other means.

The Division requests that submissions be made in writing to the following postal address:

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

Alternatively, submissions may be made by email to dlg@dlg.nsw.gov.au.

The Division requests that submissions be received by **5 December 2011**.

Regional workshops

To assist in hearing the views of stakeholders involved in the administration of the code of conduct on the proposed reforms, the Division will be holding a series of workshops in a number of locations around the State.

Workshops are to be held on the following dates and locations:



Circular No. 11-33
Date 25 October 2011
Doc ID. A243261

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

RELEASE OF GUIDELINES FOR APPROVAL AS A GREYHOUND RE-TRAINING PROGRAM AND LAUNCH OF GREENHOUNDS WEBSITE

As advised in [Circular to Councils 11-02](#), the Companion Animals Regulation 2008 (the Regulation) was amended earlier this year to provide an exemption to the requirement under section 15 of the *Companion Animals Act 1998* (the Act) for a greyhound to be muzzled while in a public place.

The exemption will only apply to greyhounds that have successfully completed a greyhound re-training program, which has been approved by the Chief Executive of the Division of Local Government, by order published in the NSW Government Gazette. To successfully complete an approved program a greyhound must be deemed suitable to be unmuzzled in a public place by an authorised greyhound assessor.

Only non-racing greyhounds (ie, retired-racing greyhounds, those kept solely for the purpose of being a pet and show greyhounds) are eligible to complete an approved program and therefore be eligible for an exemption. A greyhound granted an exemption is required to wear a distinctive "Greenhound" collar at all times when it is in a public place.

The *Guidelines for approval as a greyhound re-training program* have been released which set out the:

- criteria and conditions for approval as a greyhound re-training program,
- criteria for authorisation to assess the behaviour of greyhounds enrolled in approved programs, and
- "Greenhound" collar specifications (the approved collar is green in colour, contains the "Greenhound" logo embossed on its surface and has affixed to it an official "Greenhound" tag).

Under the Guidelines, Greyhound Racing NSW (GRNSW) has been engaged to:

- assess applications for approval as a greyhound re-training program against the criteria set out in the Guidelines and make recommendations to the Chief Executive on the suitability of applicants,
- manage the authorisation process for greyhound behavioural assessors, (including the development and delivery of a mandatory training course),
- administer an in-home re-training program, which may be completed by the owners of existing pet greyhounds, and

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- issue “Greenhound” collars and approval documentation to the owners of greyhounds that successfully complete an approved program.

Applications from organisations for approval as a greyhound re-training program and from individuals for authorisation as a greyhound behavioural assessor are now being accepted. Details are available in the Guidelines, which can be downloaded from the ‘Publications’ page of the Division’s website at: www.dlg.nsw.gov.au.

Important information for council officers

GRNSW has been engaged to act as a registration agent for the purpose of processing the microchipping, lifetime registration and change of ownership information of greyhounds in approved programs. This arrangement will reduce paperwork for councils, which would otherwise be required to enter such data on the Companion Animals Register.

Council officers should also note the following:

- In order to be eligible to take part in an approved program or in-home re-training program, a greyhound must be microchipped and desexed (unless it is registered with Dogs NSW for the purposes of showing, in which case it is not required to be desexed).
- A greyhound must also be lifetime registered before undertaking either type of program. However, if the approved program holds an exemption from lifetime registration under clause 16(d) of the Companion Animals Regulation, the greyhound is only required to be lifetime registered by the approved program by the time it is rehomed to a new owner.
- To coincide with the development of the Guidelines, the rules of Greyhound Racing have been amended to clearly define when a greyhound ceases to be registered under the Rules and is required to be lifetime registered under the Companion Animals Act.
- Failure to wear a “Greenhound” collar when in a public place will result in the greyhound losing its exemption. The collar allows council officers and members of the public to easily identify exempt greyhounds.
- Any exempt greyhound that is subsequently proven to have attacked is subject to all existing responsibilities and penalties under the Act as is applicable to any other dog that attacks. Where an offence is proven the greyhound owner cannot rely on the exemption as an absolute defence.
- The exemption does not apply to a greyhound that is a dangerous dog or a restricted dog.

The *Guideline on the Exercise of Functions under the Companion Animals Act* is being updated to include relevant procedural information. Councils will be advised when the revised Guideline is available.

Greenhounds website

GRNSW has launched the Greenhounds website, which provides a centralised source of information about the re-training and adoption of greyhounds in NSW.

WALGETT SHIRE COUNCIL AGENDA

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The website, which is operated and maintained by GRNSW, includes information for current and prospective “pet” greyhound owners, Approved Programs and authorised greyhound assessors, such as:

- an overview of how to obtain a “Greenhound” collar,
- a list of Approved Programs (and links to relevant sites),
- a list of authorised greyhound assessors,
- information on how to book a behavioural assessment,
- current “Greenhounds” available for adoption, and
- support and information for owners of “pet” greyhounds.

From 7 November 2011 the website will also contain an online booking system for existing “pet” greyhound owners wishing to organise an in-home re-training program.

The Greenhounds website can be accessed at www.greenhounds.com.au.



Steve Orr
Acting Chief Executive, Local Government
A Division of the Department of Premier and Cabinet



Circular No. 11-34
Date 28 October 2011
Doc ID. A258708

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

2012 MINISTERS' AWARDS FOR WOMEN IN LOCAL GOVERNMENT – CALL FOR NOMINATIONS

In 2008 an Awards program was established as part of International Women's Day celebrations to recognise outstanding contributions and achievements made by women in local government in NSW to and for the local government sector.

The aims of the Awards are to:

- recognise and increase public awareness of the contribution of women to local government in NSW, and
- encourage more women to take on leadership roles in local government in NSW.

Information about previous Award winners is available on the Awards webpage on the Division of Local Government's website at www.dlg.nsw.gov.au under 'Information for Councils'.

Nominations from general purpose and county councils are invited for the 2012 Awards program. There are six Awards within three categories:

1. Elected Representative (metropolitan council and rural/regional council);
2. Senior Staff Member (metropolitan council and rural/regional council);
3. Non-Senior Staff Member (metropolitan council and rural/regional council).

The Non-Senior Staff Member category is aimed at women who may not have worked in local government for long, or at a senior level, but who have had some significant achievements. The Senior Staff Member category applies to all nominees who hold senior staff positions, as defined by councils in the Local Government Directory. The selection criteria for these categories remain the same as for previous years' Awards.

A list of council categories for these Awards is available on the Awards webpage.

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Guidelines

Selection criteria

Nominations must address the selection criteria, which are broad so as to encourage as wide a range of nominations as possible. Nominations should include specific achievements and/or examples that relate to Criterion (2) below.

1. Nominee must be a current female member of staff or a current female elected representative of a NSW general purpose or county council.
2. Nominee must have demonstrated a significant contribution to their council, their community and/or the local government sector in NSW through one or more of the following:
 - (a) Achieving a beneficial outcome through an event or series of actions.
 - (b) Positive leadership through inspiration, innovation and/or leading by example.
 - (c) Working towards increasing the level of women's participation in local government elected, employed or volunteer roles.

Nominations may highlight the contributions made by women towards any aspect of local government, not just for contributions towards initiatives for women.

Nomination process

The 2012 nomination form is available on the Awards webpage.

Nominations can be made by completing and forwarding the nomination form by email to womensawards@dlg.nsw.gov.au or by post to Awards for Women in Local Government, Division of Local Government, Department of Premier and Cabinet, Locked Bag 3015, Nowra NSW 2541, or by fax to 02 4428 4199.

Please note:

- Nominations must be endorsed by two people other than the nominee;
- Nominees must agree to the nomination by signing the nomination form;
- Previous nominees are eligible for nomination, although previous winners are not eligible for nomination;
- The cost of nominees attending the Awards presentation is to be borne by their council;
- The nominee's supervisor and/or manager must be made aware of the nomination in order to facilitate attendance at the Awards presentation;
- Details of Award winners and their nomination may be made available on the websites of the DLG, Office for Women's Policy, LGSA, LGMA and ALGWA and may be used in media releases, together with any photographs taken at the Awards function;

- Supporting information may be attached to the nomination but should be kept to a minimum (resumes and references should not be attached). Supporting documentation will not be returned.

Closing date for nominations

Nominations close at **5pm on Friday, 18 November 2011.**

Selection process

It is anticipated that, as with previous Awards, a panel comprising representatives from the Division of Local Government, the Office for Women's Policy and ALGWA, as well as LGMA (for staff nominations) or LGSA (for elected representative nominations), will judge the nominations and select the winners for each category based on the selection criteria. Selection panel members will not be eligible for nomination.

Presentation of Awards

The Awards will be presented by the Minister for Local Government and the Minister for Women at a function to celebrate International Women's Day around 8 March 2012. All nominees are encouraged to attend the presentation. Invitations will be sent closer to the date.

Enquiries

Enquiries should be directed to Ms Gabe Hart at the Division of Local Government on telephone (02) 4428 4171 (Monday-Thursday).



Steve Orr
Acting Chief Executive, Local Government
A Division of the Department of Premier and Cabinet



Circular No. 11-35
Date 3 November 2011
Doc ID. A263040

Contact Marie Swain
02 4428 4186
marie.swain@dlg.nsw.gov.au

COUNCIL ADMINISTERED ELECTIONS 2012

Councils will be aware that pursuant to section 287 of the *Local Government Act 1993* (the Act), ordinary elections of councillors are held on the second Saturday in September every four years. The next ordinary elections will occur on 8 September 2012.

The Act was amended in June this year to return responsibility for administering elections, constitutional referendums and polls to general purpose councils. If councils prefer, they can engage the services of the New South Wales Electoral Commission (NSWEC) to administer the September 2012 elections on their behalf (see Circular to Councils 11-22).

Councils are reminded that if they wish to pursue this option, a resolution to this effect *must be made by 30 November 2011*. There are no provisions in the legislation for an extension to be granted or for councils to approach the NSWEC at a later date.

To enable the NSWEC to provide more detailed costings to the councils that will be its clients, it needs certainty that the advice it receives by 30 November will not change. For this reason, councils that have advised the NSWEC that they will be engaging it to conduct the 2012 elections cannot rescind the resolution at a later date, as it would be contrary to the spirit and intention of the legislation.

While a council's resolution to engage the NSWEC needs to be unconditional as part of these transitional arrangements for the 2012 elections, councils will be able to customise certain aspects (for example, placement of statutory advertising) in consultation with the NSWEC.

All councils that resolve to engage the NSWEC are required by clause 102 of Schedule 8 to the Act to notify the Electoral Commissioner and the Division of Local Government as soon as possible of this resolution.

A handwritten signature in black ink, appearing to be 'Steve Orr'.

Steve Orr
Acting Chief Executive, Local Government
A Division of the Department of Premier and Cabinet

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Circular No. 11-36
Date 11 November 2011
Doc ID. A261051

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

**REVIEW OF THE MODEL CODE OF CONDUCT - WORKSHOP IN BALLINA -
29 NOVEMBER 2011**

Purpose

The purpose of this circular is to invite registrations from persons interested in participating in a further workshop to be held in Ballina to discuss the Division's Model Code of Conduct reform proposal.

Background

Reference is made to Circular to Councils 11-32, issued by the Division of Local Government on 24 October 2011, for the purposes of inviting submissions on the Division's Position Paper outlining its reform proposal on the Model Code of Conduct and misbehaviour provisions.

As advised in the circular, to assist in hearing the views of stakeholders involved in the administration of the code of conduct on the proposed reforms, the Division is holding a series of workshops in a number of locations around the State. The date for registration for these workshops has now closed.

Ballina workshop

The Division will now be holding a further workshop in Ballina.

The workshop will be held at 12.30 pm on **Tuesday 29 November 2011** at the Ballina Shire Council Chambers at the corner of Cherry and Tamar Streets, Ballina.

Workshop numbers will be restricted to 40. For this reason, participation in the workshops will be limited to council officials involved in the administration of the code of conduct (including current conduct reviewers). Numbers will be limited to 4 persons per council. However, if there are vacancies we may consider allowing additional persons to attend.

Members of the community, or other interested parties who wish to offer their views on the position paper, may do so by way of the written submission process.

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Interested parties may register their interest in participating in the Ballina workshop via the Division's website at www.dlg.nsw.gov.au by **18 November 2011**.

The Position Paper may be found on the 'Publications' page of the Division's website at www.dlg.nsw.gov.au . Submissions are to be made by **5 December 2011**.

Should anyone wish to contact the Division to discuss the position paper or the Model Code of Conduct Review, they may contact Mr John Davies, Model Code of Conduct Review Project Officer, on telephone 02 4428 4139.



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

6. MONTHLY CALENDAR – NOVEMBER 2011

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

Summary:

Monthly calendar of Council activities

Discussion (including issues and background):

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

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

Current Position:

The calendar for the months of November 2011 to January 2012 is attached. Councillors are requested to raise any queries prior to the meeting.

Relevant Reference Documents/Policies:

Nil

Governance issues:

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

Environmental issues:

Not applicable

Stakeholders:

Councillors
Walgett Shire Council staff

Financial Implications:

Nil

Alternative Solutions/Options:

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Not applicable

Conclusion:

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

| Monthly Calendar – November 2011 |
|---|
| <p>Recommendation:</p> <p>1. That Council receive and note the regular monthly calendar for the period November 2011 to January 2012.</p> <p>Moved:</p> <p>Seconded:</p> |

Attachments:

Calendar for November 2011 to January 2012.

WALGETT SHIRE COUNCIL AGENDA



STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

November 2011

| Date of Meeting | Time | What | Who |
|-----------------|-----------------------|--|--|
| Tue, 1 Nov | | • Health Minister/OROC Meeting – Dubbo – TO CONFIRM | • Clr Woodcock |
| Wed, 2 Nov | | | |
| Thu, 3 Nov | | | |
| Fri, 4 Nov | | | |
| Sat, 5 Nov | | | |
| Sun, 6 Nov | | | |
| Mon, 7 Nov | | | |
| Tue, 8 Nov | | | |
| Wed, 9 Nov | | | |
| Thu, 10 Nov | • 3.30pm | • HACC Meeting | • Clr Keir & GM |
| Fri, 11 Nov | | | |
| Sat, 12 Nov | | | |
| Sun, 13 Nov | | | |
| Mon, 14 Nov | • All day | • HR Summitt -Warren | |
| Tue, 15 Nov | • 10.00am | • Water & Sewerage Steering Committee Meeting (<i>Gingie, Namoi & Walli – First year review</i>) | • DUIS & GM |
| Wed, 16 Nov | • All day | • National Road Congress – Mt Gambier | |
| Thu, 17 Nov | • All day | • National Road Congress – Mt Gambier | |
| Fri, 18 Nov | • All day | • National Road Congress – Mt Gambier | |
| Sat, 19 Nov | | | |
| Sun, 20 Nov | | | |
| Mon, 21 Nov | | | |
| Tue, 22 Nov | • 10.00am | • Council Meeting – Burren Junction | • All Councillors and Exec Staff |
| Wed, 23 Nov | • 10.30am
• 5.30pm | • Collarenebri Community Working Party
• L/Ridge Community Working Party | • Clr Smith, GM, MCS
• Mayor, Clr Walford, MCS & GM |
| Thu, 24 Nov | | | |
| Fri, 25 Nov | | | |
| Sat, 26 Nov | | | |
| Sun, 27 Nov | | | |
| Mon, 28 Nov | | | |
| Tue, 29 Nov | | | |
| Wed, 30 Nov | • 10.00am | • Walgett Community Working Party | • Mayor, GM, MCS |

WALGETT SHIRE COUNCIL AGENDA



STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

December 2011

| Date of Meeting | Time | What | Who |
|-----------------|-----------------------|--|--|
| Thu, 1 Dec | | | |
| Fri, 2 Dec | • All day | OROC Meeting - Coonabarabran | • GM, Mayor and Deputy Mayor |
| Sat, 3 Dec | | | |
| Sun, 4 Dec | | | |
| Mon, 5 Dec | | | |
| Tue, 6 Dec | | | |
| Wed, 7 Dec | | | |
| Thu, 8 Dec | • 10.30am
• 3.30pm | • Opening of Arthur Hall, VC Way – Coolibah
• HACC Meeting – Walgett Hospital | • Mayor and GM
• Cllr Keir & GM |
| Fri, 9 Dec | | | |
| Sat, 10 Dec | | | |
| Sun, 11 Dec | | | |
| Mon, 12 Dec | | | |
| Tue, 13 Dec | | | |
| Wed, 14 Dec | | | |
| Thu, 15 Dec | • 9.30am | • Local Traffic Committee | • Cllr Colless, Cllr Martinez, DES & GM |
| Fri, 16 Dec | | | |
| Sat, 17 Dec | | | |
| Sun, 18 Dec | | | |
| Mon, 19 Dec | | | |
| Tue, 20 Dec | • 10.00am | • Council Meeting - Walgett | • All Councillors and Exec Staff |
| Wed, 21 Dec | • 10.30am
• 5.30pm | • Collarenebri Community Working Party
• L/Ridge Community Working Party | • Cllr Smith, GM, MCS
• Mayor, Cllr Walford, MCS & GM |
| Thu, 22 Dec | | | |
| Fri, 23 Dec | | | |
| Sat, 24 Dec | | | |
| Sun, 25 Dec | | CHRISTMAS DAY | |
| Mon, 26 Dec | | Christmas Day Public Holiday | |
| Tue, 27 Dec | | Boxing Day Public Holiday | |
| Wed, 28 Dec | | Council Administration Closed | |
| Thu, 29 Dec | | Council Administration Closed | |
| Fri, 30 Dec | | Council Administration Closed | |
| Sat, 31 Dec | | | |

WALGETT SHIRE COUNCIL AGENDA



STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

January 2012

| Date of Meeting | Time | What | Who |
|--------------------|-----------------|---|--|
| Sun, 1 Jan | | | |
| Mon, 2 Jan | | | |
| Tue, 3 Jan | | | |
| Wed, 4 Jan | | | |
| Thu, 5 Jan | | | |
| Fri, 6 Jan | | | |
| Sat, 7 Jan | | | |
| Sun, 8 Jan | | | |
| Mon, 9 Jan | | | |
| Tue, 10 Jan | | | |
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| Wed, 18 Jan | | | |
| Thu, 19 Jan | | | |
| Fri, 20 Jan | | | |
| Sat, 21 Jan | | | |
| Sun, 22 Jan | | | |
| Mon, 23 Jan | | | |
| Tue, 24 Jan | | | |
| Wed, 25 Jan | | | |
| Thu, 26 Jan | • 8.30am | PUBLIC HOLIDAY
• Australia Day Awards Ceremony – Walgett | • All Councillors and Exec Team |
| Fri, 27 Jan | | | |
| Sat, 28 Jan | | | |
| Sun, 29 Jan | | | |
| Mon, 30 Jan | | | |
| Tue, 31 Jan | | | |

7. MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM GENERAL MANAGER – NOVEMBER 2011

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 09/1455

1. RFS Allocation advice wrong again

The Local Government Shire Associations of NSW (LGSA) has publicly conveyed their disbelief that the Rural Fire Service have once again made an error in their NSW Rural Fire Fighting Fund allocations notification to councils.

The RFS repeated last year's funding calculations error and issued letters advising councils of incorrect contributions earlier this week. The error in the allocation formula has again resulted in an over allocation of costs to council's in the west of the state and under allocation in the east.

2. National Road Safety Strategy

Council has received a copy of the National Road Safety Strategy 2011-2020. For any councillors that may be interested, a copy can be provided for upon your request. See Appendix A – letter from Department Infrastructure and Transport.

3. NSW Government Serves up States Highest Food Safety Rates

Attached is a media release from Hon Katrina Hodgkinson MP – Minister for Primary Industries and Small Business regarding Food safety rates. Appendix B

4. Indigenous Economic Development Strategy Framework

Council has received a copy of the Indigenous Economic Development Strategy Framework. For any councillors that may be interested, a copy can be provided for upon your request. See Appendix C – letter from Department Education, Employment and Workplace Relations.

5. 2010/2011 Annual Review for Scouts Australia NSW

Council has received a copy of the 2010/2011 Annual Review for Scouts Australia NSW. For any councillors that may be interested, a copy can be provided for upon your request. See Appendix D – letter from Scouts Australia.

6. NSWMC Industry Education Initiative – NSW Miners, World Class Miners

In November a new initiative was launched raising public awareness to promote the innovation, skills and experience of the NSW minerals sector. See Appendix E – Letter from NSW Minerals Council

7. Australia's First National Transport Regulator

Council has received a media release from Hon Anthony Albanese MP announcing Mr Bruce Baird as the new chairperson of the National Heavy Vehicle Regulator Board. See Appendix F – Media Release

8. 'NSW 2010' - the State Government's 10 year plan to guide policy and budget decision making

Council has received a copy of the 'NSW 2010' - the State Government's 10 year plan to guide policy and budget decision making. For any councillors that may be interested, a copy can be provided for upon your request. See Appendix G – letter from Kevin Humphries MP

9. Independent Commission Against Corruption's Annual Report for the year ended 30 June 2011

Council has received a copy of the Independent Commission against Corruption's Annual Report. For any councillors that may be interested, a copy can be provided for upon your request. See Appendix H – letter from Independent Commission against Corruption's Annual Report for year ended 30 June 2011

10. Green Building Council of Australia

Letter from Green Building Council of Australia with regards membership.

11. NSW Ombudsman 2010-2011 Annual Report

Letter from NSW Ombudsman advising an annual report for 2010-2011 is now available on the website.

12. Notes from Meeting with Jillian Skinner in Dubbo

Clr Bill Murray attended a meeting on 2 November 2011 in Dubbo with NSW Health Minister Jillian Skinner MP and Member for Dubbo Troy Grant MP. See Appendix K

Matters Generally for Brief Mention or Information only from General Manager – November 2011

Recommendation:

1. That the matters listed by the General Manager for brief mention or information be received and noted.

Moved:

Seconded:

Attachments:

- Appendix A – letter from Department Infrastructure and Transport.
- Appendix B – Media Release
- Appendix C – letter from Department Education, Employment and Workplace Relations.
- Appendix D – letter from Scouts Australia.
- Appendix E – Letter from NSW Minerals Council
- Appendix F – Media Release
- Appendix G – letter from Kevin Humphries MP
- Appendix H – letter from Independent Commission against Corruption's Annual Report for year ended 30 June 2011
- Appendix I – Letter from Green Building Council of Australia.
- Appendix J – Letter from NSW Ombudsman
- Appendix K – Minutes from meeting with Jillian Skinner

WALGETT SHIRE COUNCIL AGENDA



Australian Government
Department of Infrastructure and Transport

RECEIVED 09 NOV 2011

Reference:

Councillor Ian Woodcock
Mayor
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

Book
attached.

Dear Mayor

I am pleased to enclose a copy of the National Road Safety Strategy 2011-2020.

The new strategy was approved and released by the Australian Transport Council (ATC) on 20 May 2011. It provides a comprehensive blueprint for coordinated national action to reduce road trauma during this decade, and to lay the foundation for longer term gains. Guided by the vision that no person should be killed or seriously injured on Australia's roads, the strategy sets the specific 10-year target of reducing road deaths and serious injuries by at least 30 per cent by the end of 2020.

Achieving a genuinely safe road transport system will require concerted action, with all governments and the community working together to embrace the Safe System principles which are at the heart of the strategy. Along with the Australian Government and state and territory governments, local governments have an important role to play in implementing the strategy's agenda.

An important element of the strategy is its commitment to accountability. With the cooperation of all states and territories, we are developing new data collections and performance indicators that will enable effective progress reporting over the decade.

I trust you will find the strategy a useful resource over the coming decade as we work together in implementing its agenda.

Yours sincerely

Joe Motha
General Manager
Road Safety and Programs
Surface Transport Policy

3 November 2011

Enc

GPO Box 594 Canberra ACT 2601 Australia • Telephone: 02 6274 7111 • Facsimile: 02 6257 2505
Website: www.infrastructure.gov.au • ABN 86 267 354 017



The Hon Katrina Hodgkinson MP
Minister for Primary Industries
Minister for Small Business

MEDIA RELEASE

Monday, 7 November 2011

**NSW GOVERNMENT SERVES UP STATE'S HIGHEST FOOD
SAFETY RATES**

More retail food businesses in NSW are complying with laws that help to protect consumers from foodborne illnesses according to the third annual Local Government Activity Report for 2010-11, Minister for Primary Industries, Katrina Hodgkinson announced today.

Katrina Hodgkinson said the report, which is released today, showed the success of work undertaken by local councils and the NSW Food Authority to improve compliance rates across the State.

"This is good news for consumers and food businesses that are following food safety standards," Ms Hodgkinson said.

"This year's compliance rate sits at 94.2 per cent – an increase of two percentage points on the previous year.

"This means that the rate of non-compliance has decreased over the past three years, from 10 per cent in 2008-09, to 7.8 per cent in the following year and 5.8 per cent in 2010-11.

"These figures demonstrate that the work councils are doing to both inspect and support food businesses is going a long way towards improving compliance and protecting consumers from foodborne illnesses.

"Another positive finding in the report is that the average compliance rate among retail food outlets in rural and regional areas is 96 per cent."

Ms Hodgkinson congratulated the State's retail food outlets but said there is still room for improvement.

"It's clear that food businesses are trying harder to comply with food safety standards but there is a small group that aren't taking their responsibility to diners seriously.

"Enforcement actions such as penalties, seizures and prosecutions are still necessary but this report highlights that intervention and support are an effective means of encouraging compliance."

Ms Hodgkinson said the NSW Government is committed to ensuring the safety of the State's consumers and will continue to work with local government to improve compliance and enforcement for those businesses that don't follow the rules.

WALGETT SHIRE COUNCIL AGENDA

“We’re expecting that the introduction of the Food Safety Supervisors initiative will further encourage businesses to comply. To date 28,720 Food Safety Supervisors have been trained, dramatically improving food safety knowledge and awareness in food businesses across NSW.

“In addition, our Scores on Doors scheme will help to reward businesses that meet the food safety standards by giving them a way to show their customers how well they have performed,” Ms Hodgkinson said.

The 2010-11 Local Government Activity Report showed that:

- Councils undertook a total of 61,046 inspections of the 38,475 high and medium risk retail food businesses across NSW that required inspection.
- 5.8 per cent of businesses inspected required ongoing intervention from their council – a decrease from 7.8 per cent in the previous year.
- Councils issued 6,914 warning letters and 1,455 improvements notices during 2010-11.
- Councils issued 1,374 penalty notices, a decrease of 32 per cent on the previous year - a clear trend that food business performance is improving.
- Councils investigated 98.8 per cent of the 4,341 food complaints received by consumers.

The full Local Government Activity Report is available on the NSW Food Authority website – <http://www.foodauthority.nsw.gov.au/industry/audits-inspections-compliance/localgovernment/activity-reports/>

Media contact: Samantha Day – 0408 176 475



Australian Government

Department of Education, Employment and Workplace Relations

RECEIVED 08 NOV 2011

DUBBO REGIONAL OFFICE

Dear Sir/Madam

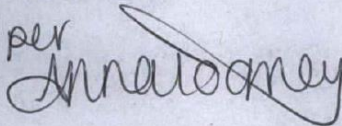
**Re: Indigenous Economic
Development Strategy/Framework**

The Australian Government wants all Australians to share in the opportunities of Australia's strong economy and to enjoy the financial and social benefits of work.

The Indigenous Economic Development Strategy will help provide a pathway for Indigenous Australians to have the same opportunities as all Australians – to get an education, find a job or start their own business, own their own home and provide for their families.

Please find enclosed a copy of the Indigenous Economic Development Strategy and Indigenous Economic Development Framework for your information.

Yours Sincerely

per


Alison Bentick

A/g Regional Manager, Western NSW

Department of Education, Employment and Workplace Relations

WESTERN NSW

02 6826 7570 | 0427 271 540 | alison.bentick@deewr.gov.au

DEEWR acknowledges the traditional owners of country throughout Australia and their continuing connection to land, sea and community. We pay our respect to them and their cultures, and to the elders both past and present.

Level 1, 65- 67 Church Street Dubbo NSW 2830
PO Box 1059 Dubbo NSW 2830 | Phone (02) 6826 7580

www.deewr.gov.au | ABN 63 578 775 294

WALGETT SHIRE COUNCIL AGENDA



Annual Report attached.

Scouts Australia NSW
Level 1, Quad 3
102 Bennelong Parkway
Sydney Olympic Park NSW 2127
ABN 42 460 434 054

RECEIVED 07 NOV 2011

PO Box 125
Lidcombe NSW 1825

Tel: (02) 9735 9000
Fax: (02) 9735 9001

info@nsw.scouts.com.au
www.nsw.scouts.com.au

November 1, 2011

Dear Mr Ramsland,

It is my pleasure to enclose the 2010/2011 Annual Review for Scouts Australia NSW. Scouts is the largest youth-based organisation in Australia.

With more than 15,000 male and female Youth Members, ranging in age from 6 to 26 years, supported by another 7,000 volunteer adults and a small employed staff, Scouts Australia NSW holds a unique position in the community and fulfills a vital role in the development of our young people as responsible and active citizens.

The Annual Review provides a great overview of the activities and business of Scouting in NSW for the past year. Of note is the 4th NSW Cuboree - an event for 8 – 11 year olds that takes place every 3 years. More than 3000 Cub Scouts, their Leaders and other volunteers were transported to a series of thrilling worlds in a "Time Warp" adventure. The activities were designed to build teamwork and initiative skills.

As with the Scout Program, the entire event was managed by volunteers. Scouts Australia NSW estimates that one million volunteer hours are provided each year to deliver the Scout Program in NSW.

It is important that these initiatives are supported by government at all levels. Our thanks go to political representatives and their staff for continuing to support Scouting, personally and professionally. You will note in the Review the significant support of NSW State Members of Parliament through the Community Building Partnership Program. Thank you!

The Annual Review itself is one of our key communications tools, and I ask you to read it and share our vision with your colleagues, helping to promote the positive qualities of Scouting to a wider community.

I look forward to working in partnership with you to build better communities and to provide young people the opportunities they deserve.

Yours sincerely,

Graham Bargwanna
Chief Executive
Scouts Australia NSW

Building a Better Future Today.

WALGETT SHIRE COUNCIL AGENDA

NEW SOUTH WALES MINERALS COUNCIL LTD
MININGENUITY™

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LEVEL 3, 12 O'CONNELL STREET, SYDNEY NSW 2000
PO BOX A244, SOUTH SYDNEY NSW 1235
• T: 61 2 9274 1400 • F: 61 2 9274 1455

4 November 2011

Mr Donald Ramsland
General Manager
Walgett Shire Council
PO Box 31
Walgett NSW 2832

Dear Mr Ramsland

NSWMC Industry Education Initiative – 'NSW Miners, World Class Miners'

On Monday, 7 November 2011, the NSW Minerals Council (NSWMC) is launching a public awareness campaign to promote the innovation, skills and experience of the NSW minerals sector.

The initiative – 'NSW Miners, World Class Miners' – will focus on the industry's:

- Economic contribution to the State
- Investment and development of innovation and technology
- World-leading record in health and safety
- Commitment to improving the socioeconomic development of regional mining communities.

It will also address concerns about the impacts of mining, including rehabilitation, land use, dust and water use.

While the industry isn't perfect and is always striving to minimise its impact on the environment and the community, our miners are incredible people of whom we can all be proud.

Communication Strategy

The initiative will cover a variety of media platforms including:

- Online - a new website has been launched (www.worldclassminers.com.au) to highlight surprising facts about mining and provide interesting case studies in the areas of environment, community, safety, innovation and the economy.
- Television - a television commercial will air in mining regions and on Sky News for three weeks from Sunday 6 November. A copy is included on a USB memory stick for your information.
- Print - advertisements will appear in newspapers in Newcastle, Lake Macquarie, Maitland, Singleton, Muswellbrook, Tamworth, Gunnedah, Dubbo, Orange, Parkes, Wollongong, Southern Highlands, Wollondilly, Lithgow and Mudgee. A section of these advertisements are enclosed for your information.
- Personal Outreach - NSWMC will meet with business and community leaders in key regional towns over the coming weeks.

Economy

The NSW minerals industry contributes, both directly and indirectly, an enormous amount to the NSW economy and is a key driver in the Government's quest to *Making NSW Number One Again*. In 2010-11, the NSW minerals industry returned \$1.24 billion in royalties to the NSW Government, which is enough to fund 13,000 nurses, 11,000 teachers or 2,500 new buses every single year.

The industry provides approximately 80,000 jobs mostly in regional NSW, and supports a further 300,000 jobs indirectly. In line with the State Government's priority of revitalising regional NSW, we also inject billions of dollars into regional areas, through the engagement of local suppliers and, at a more micro level, via our miners who spend their wages with local grocers, supplies and service industries.

ABN 42 002 500 316



Safety and Innovation

NSW miners have unparalleled expertise in mining health and safety. Our safety record is the best in the world. Our fatal injury frequency rate in 2007-08 was 0.04 compared with 0.16 for the USA and 0.21 for South Africa, both major coal producing nations. That our technical experts were called on to help during the Christchurch earthquake and the Chile mine rescue is a testament to our achievements in this area.

We also lead the way in mining industry innovation, with over 60% of mining software used worldwide developed here in Australia. It is estimated that the export value of this alone is between \$10 billion and \$12 billion.

Environment

We know mining has an effect on the environment and that's why we are focussed on minimising our impacts.

We keep water use down – just 1.4% of the State's consumption – by reusing and recycling. Some sites recycle up to 80% of water used, using innovative water filtration systems on site.

To combat dust, we are pioneering new ways to bind soil with vegetation and protect it from the wind and we are using new dust suppressants on our unsealed roads and dams. We are also funding the independent monitoring network to find out more about air quality in the Upper Hunter.

The current debate on strategic land use portrays the mineral industry as rapidly engulfing productive land in NSW, but mining is a temporary land use and accounts for just 0.1% of the State's land. When mining is complete, we restore the land to valuable post-mining uses that are determined by government before mining begins. We also create new habitation for native plants and animals away from our mines.

Community

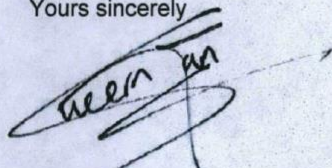
The minerals industry invests millions of dollars into projects and initiatives that support the health, education and welfare of our communities. For example, Coal and Allied has committed \$10 million to fund programs that demonstrate strong potential to address disadvantages experienced by Aboriginal people in the Hunter Valley. Illawarra Coal has funded the training and placement of counsellors at Lifeline Wollondilly and Xstrata Coal has supported a \$300,000 research fellowship in asthma at the Hunter Medical Research Institute.

Our miners are also involved in a range of grassroots organisations that build the capacity of our communities now and for the future. We encourage parents to read to their children, we help Aboriginal youths get job ready and we partner with community groups to teach our children about the dangers of alcohol and drugs.

I would encourage you to go to www.worldclassminers.com.au where, if you dig a little deeper, you might discover there is a lot more to mining.

If you have any questions or would like any further information about the initiative, please contact NSWMC Director Government Relations Emma Browning on 9274 1401 or ebrowning@nswmin.com.au

Yours sincerely



Sue-Ern Tan
ACTING CHIEF EXECUTIVE OFFICER

The Hon Anthony Albanese MP

Minister for Infrastructure and Transport

Chair Announced for Australia's First National Transport Regulator

Media Release
04 November 2011

Today I am pleased to announce that Bruce Baird will be the Chair of the new National Heavy Vehicle Regulator Board.

The appointment was agreed to by Transport Ministers at today's inaugural Standing Council on Transport and Infrastructure in Canberra.

Mr Baird has extensive knowledge of the transport industry and brings high level leadership qualities to this important role.

Ministers also agreed to undertake an international search for a Chief Executive Officer for the National Heavy Vehicle Regulator and for the position of National Rail Regulator.

The meeting also approved new legislation which will see the introduction of national laws to regulate Australia's heavy vehicle and rail industries, delivering the most important reforms since Federation.

The agreement means there will be one regulator for maritime, rail and heavy vehicles, cutting the number of transport regulators across Australia from 23 to 3.

For the first time in our history, long haul freight operators will no longer need to meet different laws and rules for log books, driving hours and maximum loads as they cross state borders.

They will have the freedom to drive across eight Australian states and territories under the one rule book, ending a huge compliance burden for the nation's truck drivers.

These reforms will support the growth of the transport sector, creating a safer and more efficient system with flow-on benefits for the nation of \$30 billion over the next 20 years.

The new heavy vehicle law will cover registration, fatigue management, mass and loading limits and compliance requirements for all heavy vehicles over 4.5 tonnes.

Under the new rail safety law, rail operators will be able to get national accreditation instead of having to apply for accreditation in each state and territory. Only one set of rules will apply to their safety management systems.

The maritime regulator will be the Australian Maritime and Safety Authority which will replace seven state and territory regulators and 50 pieces of maritime legislation.

The Heavy Vehicle National Law Bill will be introduced into the Queensland Parliament shortly and the Rail Safety National Law Bill will be introduced into the South Australian Parliament later this year. Other states and territories will pass laws during 2012 to apply the national laws.

The national laws will begin operating from January 2013.

These reforms will see an end to 110 years of duplication and confusion and provide long term benefits for business, workers and the economy.

WALGETT SHIRE COUNCIL AGENDA

Kevin Humphries MP

Member for Barwon

Minister for Mental Health

Minister for Healthy Lifestyles

Minister for Western NSW

RECEIVED 04 NOV 2011

Attached report -

Tuesday, 1 November 2011

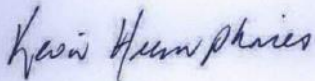
Mr Don Ramsland
General Manager
Walgett Shire Council
PO Box 31
Walgett NSW 2832

Dear Don,

Please find enclosed a copy of "NSW 2010" – the state government's 10-year plan to guide policy and budget decision making.

Looking forward to catching up with you when I am next in the shire.

Kind regards,



Kevin Humphries MP
Member for Barwon

barwon@parliament.nsw.gov.au www.kevinhumphries.com.au

Moree Office 161 Balo Street (PO Box 958), Moree NSW 2400
ph 02 6752 5002 fax 02 6752 6102

Cobar Office 11 Barton Street (PO Box 99), Cobar NSW 2835
ph 02 6836 3722 fax 02 6836 3811



THE NATIONALS
for Regional NSW

WALGETT SHIRE COUNCIL AGENDA

ICAC

INDEPENDENT COMMISSION
AGAINST CORRUPTION

238

General Manager
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

31 October 2011

RECEIVED 04 NOV 2011

Attached Report

Dear General Manager

I am pleased to enclose the Independent Commission Against Corruption's *Annual Report* for the year ended 30 June 2011. The report has been furnished in accordance with the *Independent Commission Against Corruption Act 1988* and the *Annual Reports (Departments) Act 1985*.

The Commission has reported many high-level achievements during the year, including continuing to reduce the time taken to finalise matters in the Assessments Section by 24%, compared to a 16% reduction in the previous year.

The ICAC received 2,867 matters during the year, commenced 66 preliminary investigations and 15 full investigations, conducted nine public inquiries and 130 compulsory examinations, and furnished 12 investigation reports to Parliament.

The Commission made 110 corruption prevention recommendations during the year, which included 17 recommendations from our first major corruption prevention-based investigation and public inquiry focusing on lobbying practices in NSW.

The report also shows that the ICAC made corrupt conduct findings against 26 people, recommended seeking the advice of the Director of Public Prosecutions with respect to the prosecution of 16 individuals, and recommended to relevant public sector agencies that disciplinary action be taken against 11 people.

The *Annual Report 2010-2011* can be downloaded from the ICAC's website at www.icac.nsw.gov.au.

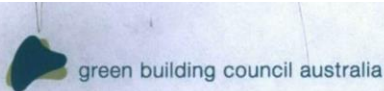
Yours faithfully



The Hon David Ipp AO QC
Commissioner

Level 21, 133 Castlereagh Street
Sydney NSW 2000
GPO Box 500, Sydney NSW 2001
T 02 8281 5999 F 02 9264 5364
E icac@icac.nsw.gov.au
www.icac.nsw.gov.au

WALGETT SHIRE COUNCIL AGENDA



RECEIVED 27 OCT 2011

Building
a sustainable
future

*Katie
+ Blaine

also

attached

19 October 2011

Ian Woodcock
Mayor
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

Dear Mr

I write to update you on the activities of the Green Building Council of Australia (GBCA) and to ask you to join Australia's rapidly-growing green building movement.

About the Green Building Council of Australia

The GBCA is Australia's leading authority on green building, established in 2002 to develop a sustainable property industry in Australia and drive the adoption of green building practices.

The GBCA promotes green building programs, technologies, design practices and processes, and operates Australia's only national voluntary comprehensive environmental rating system for buildings - Green Star.

Some of our achievements include:

- 360 plus Green Star certified buildings
- 540 plus projects registered to achieve Green Star ratings
- Over 11 million square metres of Green Star-certified or registered building space
- More than 21,000 industry professionals trained on sustainable building practices
- State governments integrating Green Star into their office requirements, new education and healthcare projects.

As a long-established not-for-profit / non-governmental organisation, and a founding member of the World Green Building Council, the GBCA has more than 900 member organisations, including 35 local governments, which work together to support its activities. Current priorities (most of which have a local component) are to:

1. Provide visionary government leadership
2. Retrofit and improve existing buildings
3. Green education and healthcare facilities
4. Move beyond buildings to communities and cities
5. Embed green skills across all industry training.

More information on these five priorities can be seen through the Advocacy section of the GBCA website, at www.gbca.org.au.

ABN 43 100 789 937
Phone (612) 8239 6200
Fax (612) 8252 8223
Email info@gbca.org.au
Address Level 15/179 Elizabeth St
Sydney NSW 2000
Postal PO Box Q78 QVB NSW 1230
Website gbca.org.au

GBCA publications and activities for local governments

Through 2011, the GBCA is increasing its activities to support the local government sector, including:

- A **Local Government Task Group** comprising representatives from all states
- **Briefings and workshops** with councils relating to the role of planning protocols and sustainable buildings, especially focused on the discussion on mandating Green Star
- The next phase of **Green Star Communities**, which will be the national rating tool for communities in Australia. Please visit www.greenstarcommunities.org.au.
- Support for **Thriving Neighbourhoods**, a conference in Port Philip, Victoria, focused on the neighbourhood scale for sustainability. Please visit: www.thrivingneighbourhoods2011.org.
- A publication, **Green Star – A Guide for Local Governments** - please find a copy enclosed.

Getting involved with the GBCA and green building

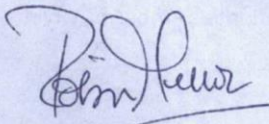
We welcome the opportunity to talk to you about ways that the GBCA could provide value for your Council. In particular, we encourage you to:

- **Join the GBCA**, take advantage of the full range of GBCA member benefits including up-to-date information and reports, and engage with the Local Government Task Group
- **Read the Green Star Guide for Local Governments** and let us know if you have any questions or would like further information
- **Support the economic, social and environmental outcomes** that green buildings demonstrate by sharing this information with councillors and sustainability leaders within your organisation.

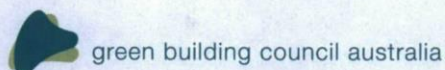
I also invite you to join us in developing a strong voice for sustainable buildings and communities. With current debates about a carbon price, a focus on climate adaptation and its associated risks and potential liabilities, a significant amount of building activity ahead of us and the need for the local government sector to play its role effectively on these issues, now is a great time for your voice to be heard.

Please contact Wayne Wescott, Local Government Program Manager, on 0419 521 272 or by email at wayne.wescott@gbca.org.au, for further information on Australia's rapidly-growing green building movement and how you can be involved.

Yours sincerely,



Robin Mellon
Executive Director, Advocacy and International
Green Building Council of Australia





RECEIVED 31 OCT 2010

ABN 76 325 886 267
Level 24, 580 George Street Sydney NSW 2000
T 02 9286 1000 | F 02 9283 2911
Tollfree 1800 451 524 | TTY 02 9264 8050
www.ombo.nsw.gov.au

26 October 2011

General Manager
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

Dear Sir/Madam

NSW Ombudsman's 2010-2011 Annual Report

The Ombudsman tabled his 2010-2011 Annual Report in the New South Wales Parliament today.

The report is available on our web site, www.ombo.nsw.gov.au.

Printed copies of the report can be purchased at a cost of \$22.00 (including postage and GST). The report can be ordered online or by faxing a request marked to the attention of the Publications Officer on 9283-2911.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Anita Whittaker'.

Anita Whittaker
Director Corporate



WALGETT SHIRE COUNCIL AGENDA

NSW Health Minister Jillian Skinner MP and Member for Dubbo Troy Grant MP
Tuesday 2nd November 2011
Dubbo City Council

Present: Cllr Andrew Lewis, Cllr Bill McAnally, Cllr Bill Murray, Cllr Matthew Dickerson, Mark Riley and Belinda Barlow.

The OROC delegation raised the following issues with NSW Minister for Health:

- OROC acknowledges funding contributions towards a Master plan for Dubbo Base Hospital and Stage I and Stage II of redevelopment.
- OROC is concerned for the need for a clear funding strategy to ensure the fruition of the Hospital's redevelopment within a five year time frame.

The following information was openly discussed.

Consultation between stakeholder user groups, clinicians and NSW Health

- There has been considerable consultation between Dubbo Base Hospital, Clinicians, NSW Health and all user groups at DBH. The Minister recognised that the Clinicians have a renewed vibe and there is a more willing collaboration between Clinicians and the users due to an open process of consultation.
- There will be considerable challenges during any of the construction phases at DBH to continually deliver health services and patient care, and agreements are in negotiation with Dubbo Private Hospital to decanter some health services and patient care to the Private Hospital.

Funding and Timelines

- Construction is soon to commence on Stage I (the tender has been awarded to a local construction firm) Mental Health - 10 bed unit. Planners are currently designing Stage II of redevelopment. Stage I and Stage II of the redevelopment will more than likely occur concurrently and there is a funding commitment by the NSW government to see the completion of Stage II.
- \$3 million is committed to DBH for the preparation of a site management plan and design for the future works at DBH; construction work will not commence on Stage II until the next State Budget, and NSW Government will consider further stages of construction at this time.
- The Minister specified that the NSW Government is not in any position to hasten the building/construction at DBH and cannot make a commitment to fund the remainder of the redevelopment (Stage III) or provide a timeline for the completion of this construction.
- The period of redevelopment at DBH could easily be a 5 year project; however the challenges of decanting health and patient services will be the most difficult.
- NSW Health will give Treasury its funding priorities (2012/13) for hospitals and consider the next stages of re-development at DBH. From the \$850 million that was available for health capital works, around \$500 million went to Country NSW, many critical teaching hospitals in metropolitan Sydney missed out on funding, and this could well be a priority for the next State Budget.
- Western Local Health District has recently re-applied to the Federal Government's Health and Hospital Fund- Regional Priority Round for capital works to Dubbo Base Hospital.
- Stage II of DBH will see construction of new theatres and wards (surgery, medical, pediatrics, and obstetrics) new equipment and allows for the consideration of additional health services.
- DBH and the Western Local Health District have been actively recruiting specialists to deliver a range of new and improved health services to WLHD and in particular improving the capacity of the workforce at DBH.
- Any further stages of construction at DBH is unknown, however completion of Stage II will see a significant change in the capacity of services and patient care. The figure of \$200 million for total redevelopment at DBH is a speculative figure. (\$200 million was the final construction total for the new Orange Hospital).

WALGETT SHIRE COUNCIL AGENDA

- OROC posed the question of a commitment for future State and/or Private contribution for works at DBH; the Minister pointed out that Capital expenditure programs must be managed within authorisation limits approved by Budget Committee. The authorisation limits system provides flexibility to Ministers to manage projects within the limits subject to certain conditions. All other variations require the prior approval of the Treasurer or Budget Committee.
- PPP (public private partnerships) are considered as worthy arrangements in some instances for capital works at health facilities; however the authorisation limit is not increased with additional partners, and therefore constrains DBH from attracting private contributions for capital works for Stages I and II.
- The Member for Dubbo stressed that any future funding for capital works needs to match the workforce at DBH.
- NSW Government is committed to ensure that funding for health capital works is distributed fairly across the State.

Consultation with Western Local Health District and OROC

- There was encouragement from the Minister for OROC to regularly engage with Chief Executive of Western LHD. The Minister acknowledged that there was representation from OROC on the Western LHD Committee.
- Member for Dubbo, Troy Grant proposed that a clear communication channel be established between himself and the OROC Board, with his willingness to be 'a standing agenda item' at OROC Board Meetings.
- The size of the boundary of the Western LHD was raised and OROC stressed that although this boundary was not established on OROC's 'natural community of interest', the Western LHD should be given sometime to establish and function accordingly.
- OROC also commented on the conflicting boundaries of the LHD and Medicare Locals and stressed that this required careful management to ensure a seamless level of health care and services across the region.

Other

- The decline of ambulatory and medical retrieval services has prompted the Minister to conduct a review of all NSW Medical Retrieval Services in the near future. This will ensure a clear plan is developed and a fair equity to access Ambulance services and air retrieval services across NSW.

Walgett

- Currently there are 8 acute beds, 4 renal beds, 4 private rooms. Currently it is being mooted that the 8 acute beds will be taken away and re-labeled and reduced to 4 transitional beds.
- The Minister acknowledged that these transitional beds may not get any use and potentially the service will be taken away and beds reduced. The Minister suggested for all-encompassing and considerate consultation with the community and medical/health services/GPs in Walgett. (refer to Chief Executive of Western LHD)
- The Minister also referred to the Garling review and the recommendations from the report that ensure pediatric health plan is well considered for NSW and focus on an increase of services and maintain skills across NSW Health for pediatric care.
- The Minister also acknowledge that Walgett AMS delivered good health services including dental.

8. **SUPPLEMENTARY REPORTS**

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: Various

Summary:

Owing to time constraints the following reports will be prepared as supplementary items:

1. Regional Development Australia Funding – Round 2
2. Appointment of Internal Audit Committee/Internal Auditors
3. Quarterly Financial Review
4. Destination 2036 Update.

| Supplementary Reports |
|--|
| <p>Recommendation:</p> <p>1. That the advice be received and noted.</p> <p>Moved:
Seconded:</p> |

Attachments:

Nil

8A. REGIONAL DEVELOPMENT AUSTRALIA FUNDING – ROUND 2

REPORTING SECTION: General Manager
AUTHOR: Don Ramsland – General Manager
FILE NUMBER: 10/266

Summary:

To consider the selection of a project for RDAF Funding Application.

Background:

Round 2 of the Regional Development Australia Fund opened on 3 November 2011. The Commonwealth Government will provide \$200M towards projects which address regional issues and priorities, support regional communities and deliver both short and long term community and economic benefits for local communities.

A new two-stage application process has been introduced, supposedly to enhance local input. Local RDA committees will now consider all Expressions of Interest from their region and select three viable priority projects for each region to proceed to full application.

Regional RDA committee members will consider each EOI and apply a score out of ten (10) taking into consideration the following:

- Priorities in the Regional Plan;
- Capacity of the project to address needs in the region, with consideration of the geographical spread of projects;
- Impact of the project on the region and neighbouring regions, with endorsed projects coming from across the region, rather than any one town, locality or Local Government Area;
- Level of community support;
- Readiness to process;

with these EOIs closing on Thursday 1 December 2011.

Applications which meet the EOI criteria will be allocated a point score and only the top three applications from each region will be selected to go forward to the full application process. These will be advised on Wednesday 11 January 2012. The detailed applications must be lodged by Wednesday 15 February 2012. No late applications will be accepted.

Other grant conditions include:

- only one EOI application per applicant for a single project;
- a maximum grant value of \$15M and minimum grant of \$500K
- Preference will be given to applications that demonstrate partnership funding on a dollar for dollar basis for grant requests of \$5M and less, and on a 1:2 basis for grant requests of more than \$5M;
- At least 50% of partnership funding must be cash;
- Not-for-profit organisations must have a minimum annual income of \$1.5M;
- Projects located in capital cities must demonstrate how the proposed project will benefit the broader region, or other parts of regional Australia and

WALGETT SHIRE COUNCIL AGENDA

- A range of mandatory document including a Business Case, Asset and Operations Management Plan, Project Management Plan, Risk Management Plan, Project Quality Plan and a Procurement Management Plan.

An organisation will have to present a strong, well supported case against three selection criteria:

- The extent to which the project will contribute to and sustain regional economic growth;
- The extent to which the project will provide community benefit and
- The extent to which the applicant leverages additional funding from a variety of sources.

Applications for funding may be supported by a consortium of participants or partners. An eligible organisation must be the lead organisation and submit the application on behalf of the consortium

Individual or Lead Organisations will have to enter into a Funding Agreement with the Department be the recipient of grant funding and deliver the milestones and outcomes agreed with the Department.

Current Position:

The new guidelines make it almost impossible to prepare and lodge either and EOI of full application within the timeframes provided.

Smaller organisations are excluded from the grant process unless they can partner with and eligible organisation like a local government authority.

The Australian Opal Centre at Lightning Ridge is the only project likely to be submitted by an outside organisation in Walgett Shire.

At a pinch, Council could try and prepare applications for the upgrade of the Walgett Airport or the building of the new PCYC. These are projects of a regional significance that may attract funding from other non federal sources.

Discussions have been held with the Australian Opal Centre committee and they are keen to lodge an EOI. They would however, need Council's financial support to prepare the mandatory documentation required as part of the full application.

Relevant Reference Documents/Policies:

Regional Development Australia Fund Guidelines

Governance issues:

Prior to submitting an application Council would need to have a binding agreement with the Australian Opal Centre outlining the roles and responsibilities of each party

Environmental issues:

None at this stage

Stakeholders:

Walgett Shire Council
Australian Opal Centre
Residents and ratepayers

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Financial Implications:

Funding for the mandatory documentation could be drawn from the \$50K set aside for the Opal Centre project in Council's 2011/2012 (Contingency Account) should that project go ahead.

Alternative Solutions/Options:

Council could submit its own internal projects but these will require further development before being ready for the application process.

In many ways this could be the last throw of the dice for grant funding for the Australian Opal Centre project – if it doesn't receive regional support after the efforts made to date the chances of future grant funding must be diminished.

Conclusion:

Council needs to decide whether or not to support the Australian Opal Centre Project for RDAF funding in Round 2

Regional Development Australia Funding – Round 2

Recommendation:

1. That Council support/not support the Australian Opal Centre project through accepting the leading organisation role in establishing a consortium to lodge an EOI application for funding in the RDAF – Round 2 and provide financial support for the preparation of mandatory documentation required to accompany the principle application.

Moved:

Seconded:

Attachments:

Nil

8B. QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2010

REPORTING SECTION: Corporate and Community Services
AUTHOR: Ed Wlodarczyk – Acting Finance Officer
FILE NUMBER: 10/38

Summary:

This report presents to Council the quarterly budget review for the period ending 30 September 2011

Discussion (including issues and background):

The quarterly review is a statutory requirement under the Local Government (General) Regulations 2005, Part 9, Division 3, Section 203 and is an essential aspect of Council's financial management. A budget review is to be prepared and submitted to Council not later than two months after the end of each quarter.

At the Council meeting on 28 June 2010, Council adopted the 2010-2014 Management Plan, which incorporated the 2011/2012 budget.

The adopted budget provides for an operating deficit of \$2,608,012 and a Capital Deficit of \$5,088,880.

If the variations are adopted the budget will provide for the following distribution of funds:

| Fund | Operating Surplus/(Deficit) | Capital Surplus/(Deficit) |
|--------------|------------------------------------|----------------------------------|
| General Fund | (2,426,245) | (2,653,323) |
| Water Fund | (395,256) | (1,291,554) |
| Sewer Fund | (34,887) | (218,000) |
| Waste Fund | (9,630) | (400,000) |
| Total | (2,866,018) | (5,562,877) |

This is a net deficit to the original budget by: \$258,006 for the operational budget and \$474,077 for the capital budget.

The original budgeted distribution of funds was:

| Fund | Operating Surplus/(Deficit) | Capital Surplus/(Deficit) |
|--------------|------------------------------------|----------------------------------|
| General Fund | (2,182,239) | (3,248,800) |
| Water Fund | (381,256) | (1,222,000) |
| Sewer Fund | (34,887) | (218,000) |
| Waste Fund | (9,630) | (400,000) |
| Total | (2,608,012) | (5,088,800) |

WALGETT SHIRE COUNCIL AGENDA

Summary of variations passed by council during the quarter to 30 September 2011

The following amounts have been carried forward from 2010/2011

Income

| | |
|--|------------------------|
| • Collarenebri Aerodrome Grant | \$26,403 |
| • Regional Infrastructure Grant Income | \$100,000 |
| | Total \$126,403 |

Expense

| | |
|---|--------------------------|
| • Collarenebri Aerodrome expenses | \$36,731 |
| • Dementure Day care Centre Grant | \$982,079 |
| • Collarenebri Showground Portable Grandstand | \$5,337 |
| • Levee Bank upgrade | (\$40,000) |
| • Council Owned Dwellings Capital expenditure | \$30,000 |
| • 77 Fox Street Capital expenditure | \$20,000 |
| • Burren Junction Bore Baths | \$99,365 |
| • Collarenebri Tennis courts | \$7,000 |
| • Walgett Showground Upgrade | \$5,000 |
| • Footpath from Bowling Club to Hospital (Collarenebri) | \$50,000 |
| • Warrena and Fox St. Drainage Repairs | \$88,000 |
| • Walgett Shade shelter (Unspent Funds) | \$1,149 |
| | Total \$1,184,661 |

Regional Infrastructure Grant Expenses Carried Forward

Round 2

| | |
|--|----------|
| • Apex Park 1 | \$3,097 |
| • Upgrade of Collarenebri Tennis Courts | \$5,547 |
| • Refurbishment of Tennis courts Carinda | \$5,319 |
| • Construction of Motorcross Track near LR | \$10,000 |
| • Shade Shelter at Cumborah Park | \$2,826 |
| • Rowena Hall Round II | \$4,180 |

Round 3

| | |
|--|----------|
| • Fencing and Lighting at Walgett Skate Park | \$20,099 |
| • Lighting at Collarenebri Skate Park | \$8,099 |
| • Apex Park Stage II | \$45,000 |
| • Come By Chance Hall – Restumping and Improvements | \$14,799 |
| • Shade Shelter at Burren Junction Playground | \$20,000 |
| • Lighting Ridge Diving Pool Footpath | \$20,412 |
| • Len Cram Park Lighting Ridge – Shelter Shed and BBQ. | \$17,799 |
| • Walgett No.1 Oval Grandstand | \$33,803 |

Total \$211,980
Grand Total \$1,495,641

Variation to 2011/2012 Budget:

| | |
|---|-----------|
| • Internal Loan interest to pay Sewer Fund | \$21,000 |
| • Reduction in Museum Advisor Grant Expense | (\$8,641) |

Sewer Fund (Operational Income)

| | |
|--|------------|
| • Interest from General Fund for Internal Loan | (\$21,000) |
|--|------------|

Water Fund (Capital Expenses)

| | |
|--|----------|
| • Walgett Open Drains Upgrade expenses | \$69,554 |
|--|----------|

WALGETT SHIRE COUNCIL AGENDA

Summary of identified further variations

Identified variations in the General fund Operational budget for 2011/202 at the September 2011 Quarterly Review are as follows:

Expense

- An increase in the Insurance Premium –Clr & Office Liability \$7,075
- Councils contribution to appoint Internal Auditor with five other Councils \$15,000

Local Roads Operation

- Urban Unsealed Pavement \$3,000
- Urban Sealed Pavement \$3,000

* Regional Roads Maintenance

- Rural Heavy Patching \$100,000
- Rural Drainage \$30,000

Road Renewal & Improvements

- Roads to Recovery grant (\$1,218,400)
- Roads to Recovery expenditure \$1,218,400

Water Management Lightning Ridge

- Mains Emergency Repairs Natural Disaster \$11,000
- Algae Monitoring and Treatment \$4,000

** This amount will need to be offset by a reduction in other programmed works or additional income from the RTA and adjusted at the December quarter.*

Calculating and posting the internal Admin charges have not been done due to time constraints, this will be done in the December review.

Additional Comments:

As is only to be expected there are very few adjustments required in the first quarter of the year.

This review is prepared in the old format from the December 2011 quarter, the new format will be introduced following the completion of the 2010/2011 Accounts which will allow for relevant balances to be carried forward.

| |
|--|
| Quarterly Budget Review as at 30 September 2011 |
|--|

Recommendation:

That Council note the quarterly budget review for the period to 30 September 2011 and adopt the changes as follows:

General fund Operational Budget:

Expenditure

| | |
|--|--------------------------|
| • An increase in Expenditure Insurance Premium | \$7,075 |
| • Councils contribution for Internal Auditor | \$15,000 |
| • Local Roads Operation | \$6,000 |
| • Regional Roads Maintenance – Heavy Patching & Rural Drainage | \$130,000 |
| • Roads to Recovery expenditure (Off set by Grants) | \$1,218,400 |
| | Total \$1,376,475 |

Income

| | |
|---------------------------|---------------|
| • Roads to Recovery Grant | (\$1,218,400) |
|---------------------------|---------------|

WATER MANAGEMENT – LIGHTING RIDGE**Expense**

| | |
|--|-----------------------|
| • An increase in Expenditure –Mains Emergency Repairs Natural Disaster | \$11,000 |
| • A increase in expenditure – Algae Monitoring Treatment | \$4,000 |
| | Total \$15,000 |

Moved:

Seconded:

WALGETT SHIRE COUNCIL AGENDA

| WALGETT SHIRE COUNCIL: Quarterly Budget Review to 30 September 2011
ORGANISATION DIVISION: All Division Operational
RESPONSIBILITY: Summary
General Manager - Don Ramsland | | | | | | |
|--|--------------------|--------------------|-----------------------|-----------------|---------------------|--------------------|
| | Original Budget | Amended to date | Actual Income/Expense | % Actual Budget | Recommended Changes | Amended Budget |
| <u>OPERATING REVENUE</u> | | | | | | |
| Members and Executive | 335,460 | 335,460 | 0 | 0% | 0 | 335,460 |
| General Purpose Revenue | 7,712,653 | 7,712,653 | 5,110,160 | 66% | 0 | 7,712,653 |
| Corporate & Community Services | 2,955,324 | 2,946,683 | 65,472 | 2% | 0 | 2,946,683 |
| Planning & Regulatory Services | 209,547 | 209,547 | 28,148 | 13% | 0 | 209,547 |
| Rural Infrastructure and Support Services | 15,293,068 | 15,293,068 | 3,142,648 | 21% | 0 | 15,293,068 |
| Urban Infrastructure Services | 5,096,769 | 5,096,769 | 3,274,789 | 64% | 0 | 5,096,769 |
| TOTAL | 31,602,821 | 31,594,180 | 11,621,217 | | 0 | 31,594,180 |
| <u>OPERATING EXPENDITURE</u> | | | | | | |
| Members and Executive | 1,141,774 | 1,141,774 | 299,911 | 26% | 0 | 1,141,774 |
| Corporate & Community Services | 4,918,293 | 4,918,293 | 1,262,667 | 26% | 22,075 | 4,955,368 |
| Planning & Regulatory Services | 1,299,600 | 1,299,600 | 217,989 | 17% | 0 | 1,299,600 |
| Rural Infrastructure and Support Services | 17,000,095 | 17,000,095 | 2,535,159 | 15% | 136,000 | 17,136,095 |
| Urban Infrastructure Services | 9,851,071 | 9,950,436 | 2,074,607 | 21% | 15,000 | 9,965,436 |
| TOT+AL | 34,210,833 | 34,310,198 | 6,390,334 | | 158,075 | 34,498,273 |
| NETT OPERATING SURPLUS/(DEFICIT) | (2,608,012) | (2,716,018) | 5,230,883 | | (173,075) | (2,904,093) |
| Check to Management Plan | (2,613,012) | | | | | |

WALGETT SHIRE COUNCIL AGENDA

| NETT (Deficit) / Surplus by Fund | Original Budget | Amended to date | Actual Surplus/(Deficit) | Recommended Changes | Amended Budget |
|---|--------------------|--------------------|--------------------------|---------------------|--------------------|
| Members and Executive | (806,314) | (806,314) | (299,911) | 0 | (806,314) |
| General Purpose Revenue | 7,712,653 | 7,712,653 | 5,110,160 | 0 | 7,712,653 |
| Corporate & Community Services | (1,962,969) | (1,971,610) | (1,197,195) | (22,075) | (2,008,685) |
| Planning & Regulatory Services | (1,090,053) | (1,090,053) | (189,841) | 0 | (1,090,053) |
| Rural Infrastructure and Support Services | (1,707,027) | (1,707,027) | 607,489 | (136,000) | (1,843,027) |
| Urban | (4,328,529) | (4,427,894) | (1,184,481) | 0 | (4,427,894) |
| Water | (381,256) | (381,256) | 1,061,849 | (15,000) | (396,256) |
| Sewer | (34,887) | (34,887) | 690,053 | 0 | (34,887) |
| Waste | (9,630) | (9,630) | 632,762 | 0 | (9,630) |
| | (2,608,012) | (2,716,018) | 5,230,883 | (173,075) | (2,904,093) |

WALGETT SHIRE COUNCIL AGENDA

| WALGETT SHIRE COUNCIL: Quarterly Budget Review to 30 September 2011
ORGANISATIONAL DIVISION: Members and Executive
RESPONSIBILITY: Council and General Manager - Don Ramsland | | | | | |
|--|--------------------|--------------------|--------------------------|------------------------|-------------------|
| | Original
Budget | Amended
to date | Actual
Income/Expense | Recommended
Changes | Amended
Budget |
| <u>OPERATING REVENUE</u> | | | | | |
| Operation Revenue (internal) | 335,460 | 335,460 | 0 | 0 | 335,460 |
| Total | 335,460 | 335,460 | 0 | - | 335,460 |
| <u>OPERATING EXPENDITURE</u> | | | | | |
| Governance -Cost of Council Democratic operations | 335,459 | 335,459 | 50,057 | 0 | 335,459 |
| Section 356 Donations and Subsidies | 806,315 | 806,315 | 249,854 | 0 | 806,315 |
| Executive Services | | | | | |
| TOTAL | 1,141,774 | 1,141,774 | 299,911 | - | 1,141,774 |
| NETT OPERATING SURPLUS/(DEFICIT) | (806,314) | (806,314) | (299,911) | 0 | (806,314) |

WALGETT SHIRE COUNCIL AGENDA

| WALGETT SHIRE COUNCIL:
ORGANISATION DIVISION:
RESPONSIBILITY: | | Quarterly Budget Review to 30 September 2011
Corporate and Community Services
Director of Corporate and Community Services | | | |
|---|--------------------|--|--------------------------|------------------------|--------------------|
| | Original
Budget | Amended
to date | Actual
Income/Expense | Recommended
Changes | Amended
Budget |
| <u>OPERATING REVENUE</u> | | | | | |
| Corporate Services Administration | 2,793,983 | 2,793,983 | 33,547 | 0 | 2,793,983 |
| Community Services and Education | 38,858 | 38,858 | 14,948 | 0 | 38,858 |
| Recreational & Culture | 59,270 | 50,629 | 2,309 | 0 | 50,629 |
| Economic Affairs | 63,213 | 63,213 | 14,668 | 0 | 63,213 |
| TOTAL | 2,955,324 | 2,946,683 | 65,472 | 0 | 2,946,683 |
| <u>OPERATING EXPENDITURE</u> | | | | | |
| Corporate Services Administration | 3,595,767 | 3,595,767 | 878,770 | 22,075 | 3,632,842 |
| Community Services and Education | 524,666 | 524,666 | 122,612 | 0 | 524,666 |
| Recreational & Culture | 376,594 | 376,594 | 182,957 | 0 | 376,594 |
| Economic Affairs | 421,266 | 421,266 | 78,329 | 0 | 421,266 |
| TOTAL | 4,918,293 | 4,918,293 | 1,262,667 | 7,075 | 4,955,368 |
| NETT OPERATING SURPLUS/(DEFICIT) | (1,962,969) | (1,971,610) | (1,197,195) | (22,075) | (1,978,685) |

0

WALGETT SHIRE COUNCIL AGENDA

| | | | | | | |
|--------------------------------------|-------|--|-------------|-----------|-------------|-------------|
| WALGETT SHIRE COUNCIL: | | Quarterly Budget Review to 30 September 2011 | | | | |
| ORGANISATION DIVISION: | | Planning & Regulations | | | | |
| RESPONSIBILITY: | | Director of Planning & Regulatory Services - Matthew Goodwin | | | | |
| | | Original | Amended | Actual | Recommended | Amended |
| | | Budget | to date | Income / | Changes | Budget |
| | | | | Expense | | |
| <u>OPERATING REVENUE</u> | | | | | | |
| Administration | | 120,734 | 120,734 | 673 | 0 | 120,734 |
| Public order and safety | | 7,200 | 7,200 | 8,065 | 0 | 7,200 |
| Health | | 1,543 | 1,543 | (300) | 0 | 1,543 |
| Mining, Manufacturing & Construction | | 80,070 | 80,070 | 19,711 | 0 | 80,070 |
| | TOTAL | 209,547 | 209,547 | 28,148 | 0 | 209,547 |
| <u>OPERATING EXPENDITURE</u> | | | | | | |
| Administration | | 977,633 | 977,633 | 119,283 | 0 | 977,633 |
| Public order and safety | | 136,570 | 136,570 | 11,761 | 0 | 136,570 |
| Health | | 185,397 | 185,397 | 86,945 | 0 | 185,397 |
| Mining, Manufacturing & Construction | | | | | | |
| | TOTAL | 1,299,600 | 1,299,600 | 217,989 | 0 | 1,299,600 |
| NETT OPERATING SURPLUS/(DEFICIT) | | (1,090,053) | (1,090,053) | (189,841) | 0 | (1,090,053) |

WALGETT SHIRE COUNCIL AGENDA

| | | | | | |
|--|--|--|--------------------|------------------|--------------------|
| WALGETT SHIRE COUNCIL:
ORGANISATION DIVISION:
RESPONSIBILITY: | | Quarterly Budget Review to 30 September 2011
Rural Infrastructure and Support Services
Director of Rural and Support Services -Ian Taylor | | | |
| | | Original | Amended | Actual | Recommended |
| | | Budget | to date | Income / | Changes |
| | | | | Expense | |
| <u>OPERATING REVENUE</u> | | | | | Amended |
| Administration and Support Services | | 1,338,727 | 1,338,727 | (2,405) | 0 |
| Public Order and Safety | | 30,861 | 30,861 | 0 | 0 |
| Transport -fleet, Roads and RTA Works | | 9,818,287 | 13,707,487 | 3,129,817 | 0 |
| Economic Affairs | | 4,105,193 | 215,993 | 15,236 | 0 |
| TOTAL | | 15,293,068 | 15,293,068 | 3,142,648 | 0 |
| <u>OPERATING EXPENDITURE</u> | | | | | |
| Administration and Support Services | | 1,653,718 | 1,653,718 | 94,085 | 0 |
| Public Order and Safety | | 268,861 | 268,861 | 92,402 | 0 |
| Transport -fleet, Roads and RTA Works | | 10,978,426 | 14,748,347 | 2,299,490 | 136,000 |
| Economic Affairs | | 4,099,090 | 329,169 | 49,182 | 0 |
| TOTAL | | 17,000,095 | 17,000,095 | 2,535,159 | 136,000 |
| NETT OPERATING SURPLUS/(DEFICIT) | | (1,707,027) | (1,707,027) | 607,489 | (1,843,027) |

WALGETT SHIRE COUNCIL AGENDA

| | | | | | |
|---|--------------------|---|------------------|--------------------|--------------------|
| WALGETT SHIRE COUNCIL: | | Quarterly Budget Review to 30 September 2011 | | | |
| ORGANISATION DIVISION: | | Urban Infrastructure Services | | | |
| RESPONSIBILITY: | | Director of Urban Infrastructure Services -Siegfredo Coralde | | | |
| | Original | Amended | Actual | Recommended | Amended |
| | Budget | to date | Income / | Changes | Budget |
| | | | Expense | | |
| <u>OPERATING REVENUE</u> | | | | | |
| Engineering Administration and Support services | 952,770 | 952,770 | 0 | 0 | 952,770 |
| Housing and Community Amenities | 343,403 | 343,403 | 44,030 | 0 | 343,403 |
| Transport & Communication | 11,542 | 11,542 | 3,430 | 0 | 11,542 |
| Economic Affairs | 14,200 | 14,200 | 0 | 0 | 14,200 |
| Domestic Waste Management | 1,207,596 | 1,207,596 | 1,164,514 | 0 | 1,207,596 |
| Water Supplies | 1,706,778 | 1,706,778 | 1,311,966 | 0 | 1,706,778 |
| Sewerage Supplies | 860,480 | 860,480 | 750,849 | 0 | 860,480 |
| TOTAL | 5,096,769 | 5,096,769 | 3,274,789 | 0 | 5,096,769 |
| <u>OPERATING EXPENDITURE</u> | | | | | |
| Engineering Adminstration | 1,833,805 | 1,833,805 | 155,323 | 0 | 1,833,805 |
| Housing and Community Amenities | 2,451,489 | 2,451,489 | 489,115 | 0 | 2,451,489 |
| Recreation & Culture | 970,110 | 1,069,475 | 495,453 | 0 | 1,069,475 |
| Transport & Communication | 380,840 | 380,840 | 90,292 | 0 | 380,840 |
| Economic Affairs | 14,200 | 14,200 | 1,758 | 0 | 14,200 |
| Domestic Waste Management | 1,217,226 | 1,217,226 | 531,752 | 0 | 1,217,226 |
| Water Supplies | 2,088,034 | 2,088,034 | 250,118 | 15,000 | 2,103,034 |
| Sewerage Supplies | 895,367 | 895,367 | 60,797 | 0 | 895,367 |
| TOTAL | 9,851,071 | 9,950,436 | 2,074,607 | 15,000 | 9,965,436 |
| NETT OPERATING SURPLUS/(DEFICIT) | (4,754,302) | (4,853,667) | 1,200,182 | (15,000) | (4,868,667) |

WALGETT SHIRE COUNCIL AGENDA

| | | | | | | |
|---|--|------------------------|-------------------------------|---------------------------|----------------------------|-----------------------|
| WALGETT SHIRE COUNCIL:
ORGANISATION DIVISION:
RESPONSIBILITY: | Quarterly Budget Review to 30 September 2011
All Division Summary
General Manager - Don Ramsland | | | | | |
| | Original

Budget | Amended

to date | Actual
Income /
Expense | %

Actual
Budget | Recommended

Changes | Amended

Budget |
| <u>CAPITAL REVENUE</u> | | | | | | |
| Corporate & Community Services | 0 | 0 | 0 | 0% | 0 | 0 |
| Rural Infrastructure and Support Services | 1,900,000 | 1,900,000 | 1,218,400 | 64% | 1,218,400 | 3,118,400 |
| Urban Infrastructure Services | 160,000 | 307,469 | 0 | 0% | 0 | 307,469 |
| TOTAL | 2,060,000 | 2,207,469 | 1,218,400 | | 1,218,400 | 3,425,869 |
| <u>CAPITAL EXPENDITURE</u> | | | | | | |
| Corporate & Community Services | 60,000 | 60,000 | 15,469 | 26% | 0 | 60,000 |
| Rural Infrastructure and Support Services | 4,575,541 | 4,960,541 | 1,482,705 | 30% | 0 | 4,960,541 |
| Urban Infrastructure Services | 2,513,259 | 3,968,205 | 822,935 | 21% | 0 | 3,568,205 |
| TOTAL | 7,148,800 | 8,988,746 | 2,321,108 | | 0 | 8,588,746 |
| NETT CAPITAL SURPLUS/(DEFICIT) | (5,088,800) | (6,781,277) | (1,102,708) | | 1,218,400 | (5,162,877) |
| Check to Management Plan (5,083,800) | | | | | | |

WALGETT SHIRE COUNCIL AGENDA

| | Original | Amended | Actual | Recommended | Amended |
|---|--------------------|--------------------|---------------------|------------------|--------------------|
| Nett Surplus / (Deficit) | Budget | to date | Surplus / (Deficit) | Changes | Budget |
| Corporate & Community Services | (60,000) | (60,000) | (15,469) | 0 | (60,000) |
| Rural Infrastructure and Support Services | (2,675,541) | (3,060,541) | (264,305) | 1,218,400 | (1,842,141) |
| Urban | (513,259) | (1,751,182) | (822,968) | 0 | (1,751,182) |
| WATER | (1,222,000) | (1,291,554) | 33 | 0 | (1,291,554) |
| SEWER | (218,000) | (218,000) | 0 | 0 | (218,000) |
| WASTE | (400,000) | (400,000) | 0 | 0 | (400,000) |
| | (5,088,800) | (6,781,277) | (1,102,708) | 1,218,400 | (5,562,877) |

WALGETT SHIRE COUNCIL AGENDA

| | | | | | | |
|--|--|--|--------------------|-------------------------------|------------------------|-------------------|
| WALGETT SHIRE COUNCIL: | | Quarterly Budget Review to 30 September 2011 | | | | |
| ORGANISATION DIVISION: | | Corporate and Community Services | | | | |
| RESPONSIBILITY: | | Director of Corporate and Community Services | | | | |
| <u>CAPITAL REVENUE</u>
Corporate Services Administration
Community Services and Education
Recreational & Culture
Economic Affairs

TOTAL | | Original
Budget | Amended
to date | Actual
Income /
Expense | Recommended
Changes | Amended
Budget |
| | | | | | | |
| | | | | | | |
| | | 0 | 0 | 0 | 0 | 0 |
| | | | | | | |
| <u>CAPITAL EXPENDITURE</u>
Corporate Services Administration
Community Services and Education
Regional Infrastructure Programs
Recreational & Culture
Economic Affairs

TOTAL | | 60,000 | 60,000 | 15,469 | 0 | 60,000 |
| | | | | | | 0 |
| | | | | | | |
| | | 60,000 | 60,000 | 15,469 | 0 | 60,000 |
| | | | | | | |
| NETT CAPITAL SURPLUS/(DEFICIT) | | (60,000) | (60,000) | (15,469) | 0 | (60,000) |

WALGETT SHIRE COUNCIL AGENDA

| | | | | | | |
|---|--|---|--------------------|-------------------------------|------------------------|-------------------|
| WALGETT SHIRE COUNCIL:
ORGANISATION DIVISION:
RESPONSIBILITY: | | Quarterly Budget Review to 30 September 2011
Rural Infrastructure and Support Services
Director of Rural and Support Services -Ian Taylor | | | | |
| | | Original
Budget | Amended
to date | Actual
Income /
Expense | Recommended
Changes | Amended
Budget |
| <u>CAPITAL REVENUE</u> | | | | | | |
| Administration and Support Services | | | | | | |
| Public Order and Safety | | | | | | |
| Transport -fleet, Roads and RTA Works | | 1,900,000 | 1,900,000 | 1,218,400 | 1,218,400 | 3,118,400 |
| Economic Affairs | | | | | | |
| TOTAL | | 1,900,000 | 1,900,000 | 1,218,400 | 1,218,400 | 3,118,400 |
| <u>CAPITAL EXPENDITURE</u> | | | | | | |
| Administration and Support Services | | 52,500 | 52,500 | 0 | 0 | 52,500 |
| Public Order and Safety | | | | | | |
| Transport -fleet, Roads and RTA Works | | 4,523,041 | 4,908,041 | 1,482,705 | 0 | 4,908,041 |
| Economic Affairs | | | | | | |
| TOTAL | | 4,575,541 | 4,960,541 | 1,482,705 | 0 | 4,960,541 |
| NETT CAPITAL SURPLUS/(DEFICIT) | | (\$2,675,541) | (\$3,060,541) | (264,305) | 1,218,400 | (1,842,141) |

WALGETT SHIRE COUNCIL AGENDA

| | | | | | | |
|---|--|--|--|--|--|--|
| WALGETT SHIRE COUNCIL: | | Quarterly Budget Review to 30 September 2011 | | | | |
| ORGANISATION DIVISION: | | Urban Infrastructure Services | | | | |
| RESPONSIBILITY: | | Director of Urban Infrastructure Services -Siegfredo Coralde | | | | |
| <div><div></div><div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></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| | | | | | |

9. MISSION AUSTRALIA AFTER SCHOOL HOMEWORK PROGRAM

REPORTING SECTION: Community Services
AUTHOR: Christine Dugan – Senior Library Officer
FILE NUMBER: 09/1384

Summary:

This report outlines an After School Homework program that Council in conjunction with Mission Australia - Brighter Futures have implemented in the Walgett Shire Council Library. This program was implemented in August 2011 and is currently supervised by Council's Senior Library Officer.

Background:

The After School Homework Program is fully funded by Mission Australia – Bright Futures and is a program that offers tutoring for students alongside social skills enhancement.

Mission Australia offered funding to Council, and is working with Council's Senior Library Officer and the local school to offer the program to a disadvantaged family.

The program is currently working with one local family by providing 1 ½ hour tutoring sessions per week over a 10 week period.

The sessions allow Council's Senior Library Officer to work with the students within Council's library hours and involve activities such as completing pre-assigned homework, researching for assignments using computers, and other craft type activities to enhance their fine motor skills.

Current Position:

The program is fully funded by Mission Australia and is to cover a staff person to be responsible for the implementation of the program. Council delegated its Senior Library Officer to be the responsible staff person, but is to utilise a further staff person to cover other general library duties.

The cost of the program is \$2340 (GST Inclusive) per 10 week period.

Relevant Reference Documents/Policies:

Nil

Governance issues:

Nil

Environmental issues:

Nil

Stakeholders:

Walgett Shire Council
Mission Australia
Walgett St Joseph's School
Walgett Shire residents
Walgett Shire Council staff

Financial Implications:

The cost of the program is \$2340 (GST inclusive) per 10 week period.

Alternative Solutions/Options:

Nil

Conclusion:

That Council accept the report from Council's Senior Library Officer on the AfterSchool Homework program and that an expenditure line be created for costs.

| Mission Australia After School Homework Program |
|---|
| <p>Recommendation:</p> <ol style="list-style-type: none">1. The Council accept the report from Council's Senior Library Officer on the after School Homework Program.2. That an income and votes expenditure be created for all income/expenses relating to the Mission Australia After School Home work Program. <p>Moved:
Seconded:</p> |

Attachments:

Nil

10. LIBRARY SERVICES QUARTERLY REPORT – JULY TO OCTOBER 2011

REPORTING SECTION: Libraries
AUTHOR: Christine Dugan – Senior Library Officer
FILE NUMBER: 09/1763

Summary:

This report outlines activities of the Walgett and Lightning Ridge libraries programs and Services designed and implemented for the period July 2011 – September 2011.

Programs and events highlighted in the report are collaborated through Walgett Shire library staff and NRL HQ.

Background:

Last quarterly report submitted for the period April 2011 – June 2011

Current Position:

Walgett

Pre school literacy

The Stories on the Floor early literacy project is continuing at Walgett Library. The library officer engages with children and mothers/carers at Gingi Village and Collarenebri community playgroup.

This targeted group are not connected to pre-school or day care facilities due to transport and the library officer acts both as a bridge to the Walgett library as well as an early literacy educator. Library visitation by the targeted group has increased considerably.

- Tuesday Story Time and Thursday Books and Babies targeting 0-5 years and parents continues.
- Monthly book awards are given to encouraging children to read and participate in library programs.
- "Through Your Eyes" photography program working with children in Walgett, Carinda and Collarenebri. Encouraging children to take photos of their community and space.
- End result displayed Children's week.

After School and Holiday Groups

School Holiday Program included a vast range of activities involving over 400 children. In the period August to October 1219 children visited the library and engaged in group activities. Activities include poster creations, art, screen printing, photography, printing, computers and making models.

Deposit Stations

Three visits to Deposit Stations and Collarenebri Library for exchange of books this quarter.

Lightning Ridge

After School Activities

After School activities Wednesday and Thursday 3pm. The children worked towards a Spring Art Exhibition through after school classes and encouragement with involvement of community helpers.

Books and Babies continue on Friday mornings.

Visitation

Walgett

Number of New Patrons -32
Items Borrowed – 864
Number of Visits – 1219

Lightning Ridge

Number of New Patrons – 39
Items Borrowed – 1864
Number of Visits - 455

Stakeholders:

Walgett Shire Council
Walgett Shire Community Members
Youth and Young People in Walgett Shire
Walgett and Lightning Ridge Staff
Tourists travelling through the Shire

Conclusion:

Library Staff have worked towards implementing more interest within the libraries through communicating with the community, additional School Holiday programs and exhibitions

Library Services Quarterly Report – July to October 2011

Recommendation:

1. That the Walgett Shire Libraries quarterly report July to October 2011 be accepted.

Moved:

Seconded:

Attachments:

11. **CASH ON HAND & INVESTMENT REPORT AS AT 31 OCTOBER 2011**

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

Summary:

This report summarises the cash on hand and investments held by Walgett Shire Council as at 31 October 2011.

Background:

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

Current Position:

As at 31 October 2011 the operational bank account's balance was \$1,513,989.81. The reconciliation of this balance is:

Operational Account Bank Reconciliation As at 31 October 2011

| | |
|--|-------------------------|
| | \$ |
| Opening Ledger Account Balance as at 1 October 2011 | 1,699,683.01 |
| Add: Receipts | 1,169,944.72 |
| Add: Recalled Investments | |
| Less: New Investments | |
| Less: Payments | (1,355,637.92) |
| Closing Ledger Balance as at 31 October 2011 | 1,513,989.81 |
|
Balance as per Bank Statement as at 31 October 2011 |
1,526,439.25 |
| Add: Receipts not banked | 1,773.95 |
| Less: Payments not presented | (14,223.39) |
| Closing Balance of Bank Account | 1,513,989.81 |

No Term Deposits were recalled in October 2011.
 No New Term Deposits were made in October 2011.

WALGETT SHIRE COUNCIL AGENDA

As at 31 October 2011 Walgett Shire Council's investment register's balance was \$8,024,493.99. The balance as per the attached investment report comprised:

| | |
|--|----------------|
| Term Deposits | \$8,000,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 24,493.99 |

The market values disclosed for the Floating Rate Collateralized Debt Obligation (CDO) are market values as at 30 October 2010 and were supplied by the ANZ Group.

Relevant Reference Documents/Policies:

| | |
|----------------|---|
| 09/1772/0011 | October 2011 bank reconciliation ledger 11.5010 |
| 09/1460-02/008 | Investments Report to Council 2011-2012 |

Governance issues:

Nil

Environmental issues:

Nil

Stakeholders:

Walgett Shire Council
Residents of Walgett Shire Council

Financial Implications:

As per report

Alternative Solutions/Options:

Nil

Conclusion:

As at 31 October 2011 Walgett Shire Council's total available cash and invested funds were \$9,538,483.80 represented by:

| | |
|-------------------------|----------------|
| Working Account Balance | \$1,513,989.81 |
| Investments | \$8,024,493.99 |

Cash on Hand and Investment Report as at 31 October 2011

Recommendation:

1. That the cash on hand and investment report as at 31 October 2011 be received.

Moved:

Seconded:

Attachments:

WALGETT SHIRE COUNCIL AGENDA

| <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> |
|---|---------------------------|--------------------|---------------|------------|-------------------|-----------------------|
| Term Deposits | | | | | | |
| National Australia Bank | Term Deposit | 182 | 6.29 | 699/11 | | 14-Dec-11 |
| Bankwest | Term Deposit | 91 | 5.90 | 709/12 | | 02-Nov-11 |
| Credit Union Australia | Term Deposit | 91 | 5.91 | 710/12 | | 02-Nov-11 |
| Suncorp | Term Deposit | 91 | 6.02 | 711/12 | | 09-Nov-11 |
| Bankwest | Term Deposit | 91 | 5.90 | 712/12 | | 16-Nov-11 |
| Bank of Queensland | Term Deposit | 91 | 5.85 | 713/12 | | 30-Nov-11 |
| Credit Union Australia | Term Deposit | 91 | 5.92 | 714/12 | | 30-Nov-11 |
| Suncorp | Term Deposit | 91 | 5.82 | 715/11 | | 30-Nov-11 |
| Bankwest | Term Deposit | 152 | 5.85 | 716/12 | | 01-Feb-12 |
| Bank of Queensland | Term Deposit | 180 | 5.85 | 717/12 | | 29-Feb-12 |
| IMB | Term Deposit | 60 | 5.65 | 719/12 | | 23-Nov-11 |
| IMB | Term Deposit | 110 | 5.77 | 720/12 | | 21-Dec-11 |
| CBA | Term Deposit | 68 | 5.76 | 721/12 | | 09-Nov-11 |
| CBA | Term Deposit | 75 | 5.76 | 722/12 | | 16-Nov-11 |
| Credit Union Australia | Term Deposit | 91 | 5.75 | 723/12 | | 07-Dec-11 |
| Suncorp | Term Deposit | 91 | 5.67 | 724/12 | | 07-Dec-11 |
| Suncorp | Term Deposit | 91 | 5.67 | 725/12 | | 14-Dec-11 |
| National Australia Bank | Term Deposit | 91 | 5.98 | 726/12 | | 21-Dec-11 |
| Credit Union Australia | Term Deposit | 105 | 5.75 | 727/12 | | 11-Jan-12 |
| National Australia Bank | Term Deposit | 112 | 5.88 | 728/12 | | 18-Jan-12 |
| Newcastle Permanent Building Society | Term Deposit | 31 | 5.49 | 729/12 | | 04-Nov-11 |
| Newcastle Permanent Building Society | Term Deposit | 30 | 5.50 | 730/12 | | 04-Nov-11 |
| Bank of Queensland | Term Deposit | 98 | 6.00 | 731/12 | | 11-Jan-12 |
| Bankwest | Term Deposit | 91 | 5.75 | 732/12 | | 11-Jan-12 |
| Newcastle Permanent Building Society | Term Deposit | 91 | 5.73 | 733/12 | | 18-Jan-12 |
| Newcastle Permanent Building Society | Term Deposit | 112 | 5.72 | 734/12 | | 15-Feb-12 |
| National Australia Bank | Term Deposit | 189 | 5.85 | 735/12 | | 02-May-12 |
| | | | | | | <u>\$8,000,000.00</u> |
| Floating Rates Collateralized Debt Obligations (CDO) | | | | | | |
| Zircon Finance Ltd | Floating Rate CDO | | 0.00 | | | 20-Sep-14 |
| Morgan Stanley Ares SP | Floating Rate CDO | 91 | 6.950 | | 20-Dec-11 | 20-Jun-15 |
| Hellum Capital Ltd | Floating Rate CDO | 92 | 6.7417 | | 23-Dec-11 | 23-Jun-14 |
| | | | | | | <u>\$21,461.18</u> |
| | | | | | | <u>\$24,493.99</u> |
| | | | | | | <u>\$8,024,493.99</u> |

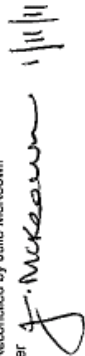
Investment Report as at 31 October 2011

I hereby certify that the investments shown herein have been invested in accordance with Section 625 of the Local Government Act 1993, associated regulations and in accordance with Council's Policies and Procedures.

Signed


Ed Włodarczyk
Finance Manager

Prepared and Reconciled by Julie McKeown
Finance Officer

 1/11/11

12. 2010/2011 WALGETT SHIRE COUNCIL FINANCIAL STATEMENTS

SECTION: Corporate Services
AUTHOR: Glen Warren – Acting Director Corporate Services
FILE NUMBER:

Summary:

That Councillors are advised that the Department of Local Government has declined to grant Council an extension of time for the submission of Council's 2010/2011 Financial Statements.

Background:

Under Section 416(1) of the Local Government Act a Council's financial reports for a year must be prepared and audited within the period of 4 months after the end of that year. In Council situation this is the 31 October 2011 for the 2010/11 financial year.

These financial statements must then be lodged with the Department Local Government by 7th November 2011.

Should Councils, for specific reasons, not be able to meet the above deadline applications for an extension can be lodged with the Department for determination. Section 416 states:

(2) A council may from time to time apply to the Director-General for an extension of that period.

(3) A council must make such an application if requested to do so by its auditor.

(4) Before deciding whether or not to grant an extension, the Director-General may require the council to give reasons, additional to those set out in the application, as to why the extension should be granted.

(5) The Director-General may grant an extension of such period as, in the opinion of the Director-General, is necessary in the particular circumstances of the case.

(6) A council must notify its auditor of any application for an extension made under this section and of the outcome of the application.

Current Position:

Following discussions with Council's auditors it was found that Council would need to request an extension of time for the submission of Council's 2010/11 financial statements. A letter was sent to the Department in late October 2011 requesting consent.

Council received a response from the Department declining Council's request stating the following:

"requests for extensions to submit financial reports will not be authorised unless there are extraordinary circumstances. Requests for extensions on the grounds of computer difficulties and/or lack of staff resources will not be considered extraordinary".

WALGETT SHIRE COUNCIL AGENDA

At the time of writing this report no determination was made from the auditors however they now will need to make a decision whether to qualify Council's financial statements for non-compliance to timing requirements.

Relevant Reference Documents:

Nil

Governance Issues:

Refer Background above

Environmental Issues:

Nil

Stakeholders:

Council
Department of Local Government

Financial Implications:

Nil

Legal Issues:

Refer to Governance Issues above

Alternative Solutions/Options:

Nil

Conclusion:

Nil

2010/2011 Walgett Shire Council Financial Statements

Recommendation:

That Walgett Shire Council resolve to:

- 1 That Council receive and note the update on Council's 2010/11 Financial Statements

Moved:

Seconded:

Attachments:

Nil

13. PILOT CONTAMINATED SOIL TREATMENT, WALGETT AIRPORT

REPORTING SECTION: Planning & Regulatory Services
AUTHOR: Director Planning & Regulatory Services, Matthew Goodwin
FILE NUMBER: 09/1110

Summary:

Questions have arisen regarding the accuracy of the results of a pilot soil treatment trial undertaken on Council's behalf by Parsons Brinckerhoff Australia Pty Limited on the contaminated soil associated with the Walgett airport pesticide residue pit. It is recommended that Council note a letter recently sent to the NSW Office of Environment and Heritage seeking its assistance to resolve the matter.

Background:

Prior to 1999 Walgett Shire Council established a wash down and storage facility at the Walgett Aerodrome for use by aerial agricultural spraying operators. This included a relatively small earth dam/pond where water contaminated by pesticide residue was retained and allowed to evaporate. The contaminated water resulted from the washing down of the pesticide tanks within crop dusting aeroplanes. The facility is located on land owned by Walgett Shire Council (Lot 11 DP 851116) and is part of the Walgett Airport site.

Use of the facility ceased in 1999 after numerous complaints to Council and the Environment Protection Authority (now known as the NSW Office of Environment and Heritage) about noxious smells emanating from the pond and chemicals being dispersed from planes.

A detailed overview of the history of the site was provided in a report submitted to the 23 March 2010 Council meeting.

It is believed that the contamination on the site includes:

- About 1000 cubic metres of soil excavated from the base and sides of the former pond. This material is covered with black plastic and soil to minimise the potential for noxious odours to escape the site.
- Soil at the base of the former pond.
- Soil down slope from the site, where the pond historically overflowed with contaminated storm water.

A report titled '*Pilot Soil Treatment Trial for stockpile located in the vicinity of former crop duster wash down area at the Walgett Airport*' was completed by Parsons Brinckerhoff on 16 September 2010. Key issues arising from the report include:

- Adding hydrate lime to the soil was suitable to hydrolyse (ie. decompose by reacting with water) the two main contaminants in the soil (Chlorpyrifos and endosulfan) and accelerate their degradation.
- A recommendation that the soil to be treated and remediated on site (as opposed to the previous recommendation of removing the contaminated to the Walgett waste disposal facility).

The report was considered by Council at a meeting held on 21 December 2010 where it resolved to:

WALGETT SHIRE COUNCIL AGENDA

1. Note the report titled *'Pilot Soil Treatment for stockpile located in the vicinity of former crop duster wash down area at the Walgett Airport'*, dated 16 September 2010 prepared for Walgett Shire Council by Parsons Brinkerhoff Australia Pty Limited.
2. That the cost of using or adding 10% lime to the stockpile be determined and if it is in the current budget allocation then for Council to proceed.

Current Position:

Early in 2011 Parsons Brinckerhoff advised Council that it had subsequently obtained information indicating that lime in the soil may have 'masked' the true level of contamination in soil samples analysed for the 16 September 2010 report. As a result further analysis work may be required to reliably determine the effectiveness of lime in reducing contamination levels.

Parsons Brinckerhoff advised Council that it should consult with the NSW Office of Environment and Heritage regarding the masking problem prior to making any decision about further actions. An initial attempt to consult with that agency via an e-mail dated 25/3/2011 failed because its response indicated that it effectively ignored information previously provided. With a view to prompting progress on the matter, a letter dated 4 November 2011 was sent to the agency (Attachment A).

Relevant Reference Documents/Policies:

- *"Final Report – Site Investigation and Management, Walgett Airport, NSW"*, dated 9 July 2003, prepared for Walgett Shire Council by URS.
- *"Final Report – Remediation Action Plan - Former Crop Dusting Washdown Area, Walgett Airport, NSW"*, dated 18 June 2008, prepared for Walgett Shire Council by URS.
- Report titled *'Waste Classification for Stockpile Located in the Vicinity of Former Crop Duster Wash Down Area at the Walgett Airport'*, dated 7 January 2010, prepared for Walgett Shire Council by Parsons Brinkerhoff Australia Pty Limited.
- Report titled *'Pilot Soil Treatment Trial for stockpile located in the vicinity of former crop duster wash down area at the Walgett Airport'*, dated 16 September 2010, prepared for Walgett Shire Council by Parsons Brinkerhoff Australia Pty Limited.

Governance issues:

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

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

Environmental issues:

Environmental issues that arise include:

- a) Options for future use of the land are limited by the contamination.
- b) There is ongoing concern from residents and landholders in the vicinity of the site about the ongoing presence of the soil contamination.

WALGETT SHIRE COUNCIL AGENDA

Stakeholders:

Walgett Shire Council, NSW Office of Environment and Heritage, residents, landowners/residents in the vicinity.

Financial Implications:

Unknown at this time.

Alternative Solutions/Options:

Do nothing:- This is likely to prompt public concern that Council is not addressing a problem that it effectively created. The plastic presently covering the contaminated soil stockpile may degrade over time and, if it breaches, expose residents in the vicinity to noxious odours during periods of adverse weather conditions (especially during hot days with winds blowing from the south or east).

Conclusion:

Pilot contaminated soil treatment trial, Walgett airport

Recommendation:

That Walgett Shire Council resolve to:

- 1 Note the letter dated 4 November 2011 to the Office of Environment and Heritage regarding soil contamination at the former crop duster wash down area, Walgett airport (lot 11, DP 851116).

Moved:

Seconded:

Attachments:

A – Letter to Office of Environment & Heritage dated 4 November 2011

ATTACHMENT A – Letter to Office of Environment & Heritage dated 4 November 2011

M.G.; 10/434/0028

Matthew Goodwin

4 November 2011

Carmen Dwyer
Head Pesticides Operations and Planning Unit – Dubbo
Environment Protection Regulation
Office of Environment and Heritage
P.O. Box 2111
DUBBO NSW 2830

Dear Carmen,

RE: SOIL CONTAMINATION - FORMER CROP DUSTER WASH DOWN AREA, WALGETT AIRPORT – LOT 11, DP 851116

Thank you for your letter dated 30 Mar 2011 regarding the above site which indicated that *“Walgett Council’s consultant needs to determine the classification of this waste in accordance with Waste Classification Guidelines to determine the final use of the material”*.

This information was included in the report titled *‘Pilot Soil Treatment Trial for stockpile located in the vicinity of former crop duster wash down area at the Walgett Airport’* prepared by Parsons Brinkerhoff, dated 9 December 2010. Point 2 of the report notes that *“the stockpile is classified as Restricted Solid Waste”*.

A copy of the report was attached to the e-mail dated 25/3/2011 to Samantha Wynn of your agency. The classification was also acknowledged in your letter dated 28 January 2010 to Council.

As per Council’s e-mail dated 25/3/2011:

- Parsons Brinkerhoff have advised that new information has come to light which suggests there is a possibility that the hydrate lime added to the soil could "mask" the actual levels of contamination.
- As a result, the apparent reduction in soil contamination demonstrated by analysis results in the 9 December 2010 Parsons Brinkerhoff report may be inaccurate.

Council undertook the trial using hydrate lime to remediate the contaminated soil based on guidance from the pesticides unit of the Office of Environment and Heritage which suggested that this may be the most practical way of addressing the contamination

WALGETT SHIRE COUNCIL AGENDA

involved. In the above context Council once again requests that the Office of Environment and Heritage provides guidance on:

- Whether the addition of hydrate lime to the soil could be masking the actual levels of contamination?
- If masking is a potential problem, then suggestions for a method to accurately determine contamination levels.

Council is concerned that it has committed significant expenditure on this project over several years, predominantly on consultant's fees for assessing the contamination, but no progress has been made on remediation of the soil. As a result your agency's constructive input is essential to enable this matter to be addressed.

Please contact me if you require any additional information.

Yours faithfully,



Matthew Goodwin
Director Planning & Regulatory Services
For and on behalf of Don Ramsland, General Manager

Encl. CDR media with pdf copy of:

- *Report - 'Waste Classification for Stockpile Located in the Vicinity of Former Crop Duster Wash Down Area at the Walgett Airport', by Parsons Brinkerhoff, dated, dated 7 January 2010.*
- *Report - 'Pilot Soil Treatment Trial for stockpile located in the vicinity of former crop duster wash down area at the Walgett Airport', by Parsons Brinkerhoff, dated 9 December 2010*

14.STATE OF THE ENVIRONMENT REPORT 2010-2011

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Matthew Goodwin – Director Planning and Regulatory Services
FILE NUMBER: 09/1523

Summary:

The draft Walgett Shire State of the Environment Report for 2010-2011 was recently publicly exhibited. It is recommended that Walgett Shire Council adopt the report.

Background:

Currently Councils are required to prepare a supplementary State of the Environment report (SOE) for each financial year and make that report available to the public, as well as submitting it to the Division of Local Government, Department of Premier and Cabinet. Supplementary reports provide an update on existing issues, as well as outlining new ones that have arisen since the previous SOE.

Walgett Shire Council is committed to developing a Community Strategic Plan by 30 June 2012, in conjunction with recent legislative changes. It is expected that this will lead to greater integration between Council's planning processes and future state of the environment reporting.

Circular 11-18 from The Division of Local Government states:

A report on the State of the Environment is to be reported against the environmental objectives identified in the Delivery Program/Operational Plan as part of the council's annual report.

Councils can use previous State of the Environment Reports to enable trends to be monitored over time, but it is important that councils critically review their current environment reporting system to ensure that it is integrated and relevant to the council's long-term environmental objectives (as identified in the Community Strategic Plan), and enables informed environmental planning for the future.

A draft SOE report for 2010-2011 was circulated to Councillors via e-mail dated 1 September 2011 and a hard copy provided at the 22 September 2011 Council meeting.

Council resolved at a meeting held on 22 September 2011 to:

1. Note the draft Walgett Shire State of the Environment Report for 2010-2011.
2. Publicly exhibit the draft Walgett Shire State of the Environment Report for 2010-2011 for a minimum of two weeks and invite public submissions on the report, including:
 - (a) Advertising in the Walgett Spectator and The Ridge News.
 - (b) Advertising and making the report available via Councils' web site.
3. Consider any submissions received from the public regarding the draft Walgett Shire State of the Environment Report for 2010-2011 at the end of the public exhibition period.

The draft SOE report was publicised via:

* The Spectator, a newspaper published in Walgett on 28-9-2011.

WALGETT SHIRE COUNCIL AGENDA

- * The Ridge News, a newspaper published in Lightning Ridge on 29-9-2011.
- * Council's web site.

As part of the publicity program, the public was invited to make submissions regarding the report prior to the close of business on 10 October 2011.

As of 11 October 2011 when this report was prepared, a single submission was received from NSW Farmers (Attachment A). With regard for the issues raised in the submission, sections "3.1 Clearing" and "3.2 Opal Mining" within the draft SOE report have been revised and amended. The most significant change has been the inclusion of more detail on pressures arising from opal mining (Section 3.2.1).

Current position:

Council considered the draft SOE report at a meeting held on 25 October 2011 where it resolved to defer making a decision on adoption of the report. Council requested that the section of the report which dealt with clearing (3.1), to be revised to include references to positive impacts associated with agricultural land use.

The revised draft SOE report will be distributed to Councillors via e-mail prior to the Council meeting and a hard copy will be provided at the Council meeting.

Relevant Reference Documents:

- * Circular 11-18 from The Division of Local Government, dated 8 August 2011.
- * Local Government Act 1993.
- * Local Government (General) Regulation 2005, especially former clauses 218 to 226.
- * Department of Local Government guidelines titled 'Environmental Guidelines – State of the Environment Reporting by Local Government', published December 1999

Governance issues:

Section 428A of the Local Government Act 1993 requires Council to prepare a SOE in accordance with relevant guidelines. Section 428 has the effect of requiring the SOE report to be posted on the council's website and provided to the Minister for Local Government by 30 November 2011.

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

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

Environmental issues:

The SOE report provides the community with an overview of key environmental issues within the Shire.

Stakeholders:

Walgett Shire Council, community, Division of Local Government – Department of Premier and Cabinet.

Financial implications:

Costs associated with the preparation of the draft SOE report have been met from existing budgets.

Alternative solutions/options:

Do nothing:- This option is not recommended because Council is legally obligated to submit a State of the Environment report to the Division of Local Government (See Circular 11-18 and section 428 & 428A of the Local Government Act 1993).

Conclusion:

State of the Environment Report 2011-2011

State of the Environment Report 2010-2011

Recommendation:

That Walgett Shire Council resolve to:

1. Note the submission from NSW Farmers dated 10th October regarding the draft Walgett Shire State of the Environment Report 2010-2011.
2. Note and endorse the amended Walgett Shire State of the Environment Report 2010-2011.
3. Submit the Walgett Shire State of the Environment Report 2010-2011, to the Division of Local Government, Department of Premier and Cabinet, as a component of Walgett Shire Council's Annual Report.
4. Publish the Walgett Shire State of the Environment Report 2010-2011 on Council's web site.
5. Write to NSW Farmers and thank them for their interest and submission regarding the Walgett Shire State of the Environment Report 2010-2011. Noting that sections "3.1 Clearing" and "3.2 Opal Mining" within the report were revised and amended.

Moved:

Seconded:

Attachments

A – Letter from NSW Farmers dated 10th October

WALGETT SHIRE COUNCIL AGENDA

ATTACHMENT A – LETTER FROM NSW FARMERS DATED 10th OCTOBER

Cameron Rowntree
"Eurie Eurie"
Walgett NSW 2832
0417 047 818

Mr Matthew Goodwin
Walgett Shire Council
PO Box 31
Walgett NSW 2832

10th October

RE: DRAFT STATE OF THE ENVIRONMENT REPORT 2010-2011 SUBMISSION

Dear Mr Goodwin,

On behalf of the Walgett East District Council of NSW Farmers' I wish to write and outline my dissatisfaction with the description of Clearing in section 3.1 of the Draft State of the Environment Report 2010-2011.

The number of issues raised with regard to land degradation as a result of land clearing included in the report far outweighs the detrimental impacts as a result of Opal Mining outlined in section 3.2. We do not believe the impacts of land clearing exceed those of Opal Mining and feel this report is biased towards Opal Mining.

We request for section 3.1 to be further examined.

Kind Regards,

P.P. Emily Colless

Cameron Rowntree
Chairman Walgett East District Council, NSW Farmers'

15.DEVELOPMENT AND COMPLYING DEVELOPMENT CERTIFICATE APPLICATIONS

REPORTING SECTION: Planning and Regulatory Services
AUTHOR: Matthew Goodwin – Director Planning and Regulatory Services
FILE NUMBER: 09/1367-02

Summary:

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

Background:

Most Development Applications (DA) lodged with Walgett Shire Council are assessed by Council's Town Planner and/or Director of Planning & Regulatory Services. If appropriate, they are then approved by the Director or General Manager under delegated authority. Only applications recommended for refusal, or where objections have been received from the public, are referred to Council for determination.

Complying Development Certificate (CDC) applications which are compliant with relevant building and development standards, are assessed and approved by Council's Senior Health and Building Surveyor, Andrew Wilson, who is a Building Professionals Board Accredited Certifier.

Current position:

The table following this report provides details of Development Applications (DA) and Complying Development Certificate (CDC) applications dealt with under delegated authority by the Director Planning and Regulatory Services during October 2011. Document type 20 represents Development Applications, while document type 24 represents Complying Development Certificates.

Relevant Reference Documents:

- * Respective DA and CDC files.
- * Environmental Planning & Assessment Act 1979.
- * Environmental Planning and Assessment Regulation 2000.
- * State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.
- * State Environmental Planning Policy No 60—Exempt and Complying Development, etc.

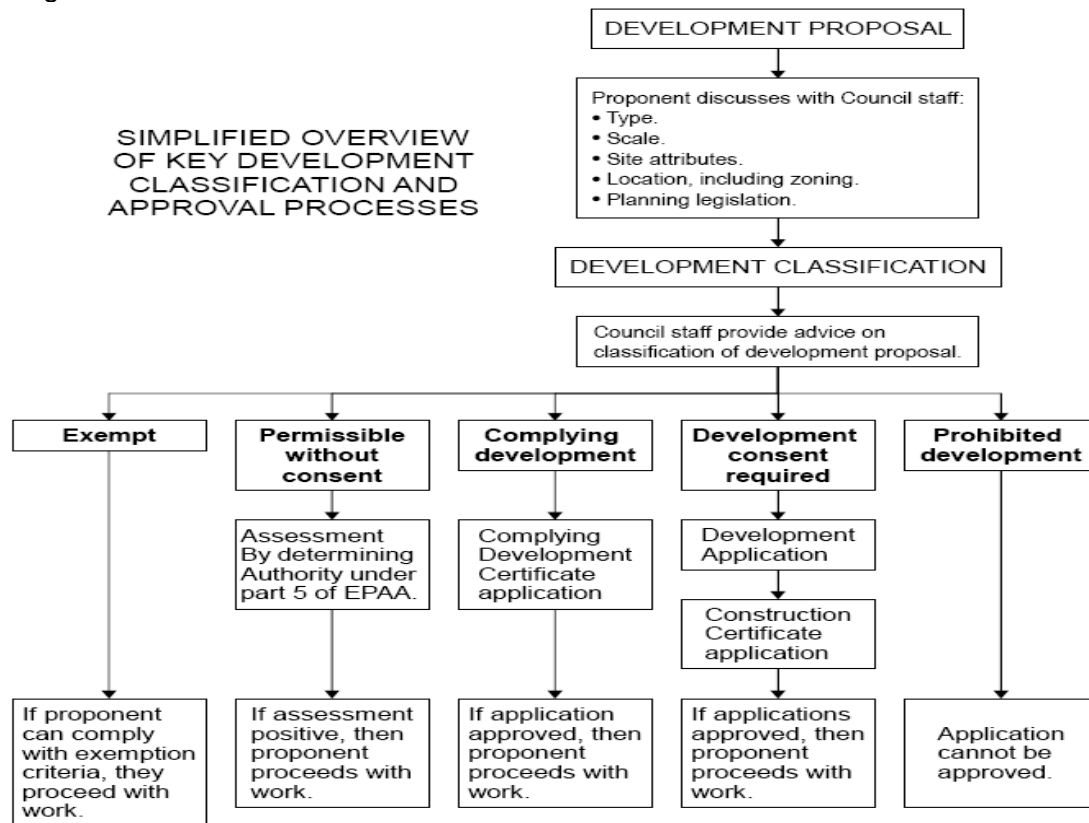
Governance issues:

DAs: DAs are assessed under against a series of "matters for consideration" specified under section 79C of the Environmental Planning and Assessment Act 1979 and any relevant statutory requirements (such as regulations, Interim Development Order No 1 – Shire of Walgett and State Environmental Planning Policies). Section 80A of the Act provides that Council may impose conditions of development consent. It is appropriate and normal practice to impose conditions that are related to the nature and scale of the development, as well as the environment in which it will occur.

WALGETT SHIRE COUNCIL AGENDA

CDCs: Standards for complying development are defined by the relevant State Environmental Planning Policy (SEPP). Sub-section 85A(7) of the Environmental Planning and Assessment Act 1979 provides that Council cannot refuse a CDC application which complies with the relevant development standards and regulatory requirements (eg plans and specifications demonstrate compliance with the Building Code of Australia). Conditions that apply to a CDC are specified by the SEPP under which the application is approved.

A simplified overview of development classification and approval processes are provided in the diagram below.



Environmental issues:

DAs: A Statement of Environmental Effects is required to be lodged with a DA that contains environmental information appropriate for the nature and scale of the development, as well as the setting in which it is proposed to occur. Under statutory requirements, some developments of a large scale and/or proposed for a sensitive area may require significant additional supporting environmental information.

CDCs: Complying development is restricted to certain types of land use, particular zones and may be excluded from environmentally sensitive areas, bush fire prone land, etc.

Stakeholders:

Public, applicants, Council, Department of Planning.

Financial implications:

Part of the costs incurred assessing and inspecting respective developments is recovered from application and inspection fees.

WALGETT SHIRE COUNCIL AGENDA

Alternative solutions/options:

Nil

Conclusion:

| Development and Complying Development Certificate Applications |
|--|
| <p>Recommendation:</p> <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none">1. Note the report on Development and Complying Development Certificate applications dealt with by Council staff under delegated authority during October 2011. <p>Moved:</p> <p>Seconded:</p> |

Attachments

ATTACHMENT A - DAs & CDCs approved October 2011

AUTHORITY

Determined Applications



| | | | | |
|------------|-------------|---|--|---------|
| 11/09/2011 | Parameters: | Date Range: Y
Start Date: 1/10/2011
End Date: 31/10/2011
As At Date: | Document Type:
Officer: ALL
Number of Days: 0
Stop The Clock: Yes | Page: 1 |
|------------|-------------|---|--|---------|

| Document | Applicant Name / Address | Development Type
Property Address
Title Owner | Determination | Determined | Received |
|--------------------------|--------------------------|---|-----------------------------|------------|------------|
| Document Type: 20 | | | | | |
| | <i>Stop the Clock</i> | <i>Total Elapsed Calendar Days: 3
Calendar Stop Days: 0
Adjusted Calendar Days: 3</i> | | | |
| 020/2010/000000008/002 | | 10 Class 1a - Single Dwelling/Dual Occupancy
Pandora ST LIGHTNING RIDGE
LOT: 953 DP: 872184
Fire Opals Mining & Trading Co Pty Ltd | Approved - Staff Delegation | 28/10/2011 | 26/10/2011 |

| | | | | | |
|---------------------------|--|--|--|--|--|
| Officer: Mr M P Goodwin | <i>Average Elapsed Calendar Days: 3.00
Average Calendar Stop Days: 0.00
Average Adjusted Calendar Days: 3.00</i> | | | | |
| Number of Applications: 1 | <i>Total Elapsed Calendar Days: 3.00
Total Calendar Stop Days: 0.00
Total Adjusted Calendar Days: 3.00</i> | | | | |

| Document | Applicant Name / Address | Development Type
Property Address
Title Owner | Determination | Determined | Received |
|--------------------------|--------------------------|---|-----------------------------|------------|------------|
| Document Type: 24 | | | | | |
| | <i>Stop the Clock</i> | <i>Total Elapsed Calendar Days: 7
Calendar Stop Days: 0
Adjusted Calendar Days: 7</i> | | | |
| 024/2011/000000006/001 | | 142 Class 10a - Shed
Oliver ST CARINDA
LOT: 9 SEC: 1 DP: 758227
Mr A R Williams | Approved - Staff Delegation | 18/10/2011 | 12/10/2011 |

| | | | | | |
|--------------------------|-----------------------|---|--|--|--|
| | <i>Stop the Clock</i> | <i>Total Elapsed Calendar Days: 7
Calendar Stop Days: 0
Adjusted Calendar Days: 7</i> | | | |
| Document Type: 24 | | | | | |

AUTHORITY

AUTHORITY

Determined Applications



| | | | | |
|------------|-------------|--|---|--------|
| 11/09/2011 | Parameters: | Date Range:Y
Start Date:1/10/2011
End Date:31/10/2011
As At Date: | Document Type:
Officer:ALL
Number of Days:0
Stop The Clock:Yes | Page:2 |
|------------|-------------|--|---|--------|

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

| | | | | | |
|--|--|---|-----------------------------|------------|------------|
| Document Type: 24
02/4/2011/00000007/001 | | 143 Class 10a - Carport
12 Albert ST WALGETT
LOT: 20 DP: 226373
Mr L Dugan & Ms B C Goodwin Kerr | Approved - Staff Delegation | 31/10/2011 | 25/10/2011 |
|--|--|---|-----------------------------|------------|------------|

| | | |
|----------------------------------|---|--|
| Officer: Mr A R Wilson | Average Elapsed Calendar Days: 7.00 | Total Elapsed Calendar Days: 14.00 |
| Number of Applications: 2 | Average Calendar Stop Days: 0.00 | Total Calendar Stop Days: 0.00 |
| | Average Adjusted Calendar Days: 7.00 | Total Adjusted Calendar Days: 14.00 |

| | | |
|---|---|--|
| Report Totals & Averages | Average Elapsed Calendar Days: 5.67 | Total Elapsed Calendar Days: 17.00 |
| Total Number of Applications : 3 | Average Calendar Stop Days: 0.00 | Total Calendar Stop Days: 0.00 |
| | Average Adjusted Calendar Days: 5.67 | Total Adjusted Calendar Days: 17.00 |

AUTHORITY

16. MATTERS FOR BRIEF MENTION, PLANNING & REGULATORY SERVICES

REPORTING SECTION: Planning & Regulatory Services
AUTHOR: Matthew Goodwin, Director Planning & Regulatory Services
FILE NUMBER: 10/434

This report provides notes on items for brief mention, or information only, on more significant matters arising in the Planning & Regulatory Services Division during October 2011.

a) DRAFT WALGETT LOCAL ENVIRONMENTAL PLAN 2011

The Western Region office of the Department of Planning and Infrastructure has been reviewing the draft Walgett Local Environmental Plan 2011 document. Feedback has been sought from Council staff regarding proposed refinements to the wording of the document.

b) URBAN ADDRESSING PROJECT

A volunteer group has indicated that they are prepared to install street number plates on premises in Walgett which are not already clearly identified by a street number. They expect to commence work on the project early in 2012 after the completion of their Christmas projects.

c) TOWN PLANNER POSITION

Matt Clarkson commenced employment as Council's Town Planner on Monday 31 October.

d) CONTRACT REGULATORY OFFICER SERVICES

Justin Mann provided relieving Regulatory Officer services over three days, from 8 to 10-11-2011, on behalf of Narrabri Shire Council, while Andy Bostock was on leave for two weeks.

e) CONTRACT BUILDING CERTIFICATION & ENVIRONMENTAL HEALTH SERVICES

Brian Vaughan, a consultant building certifier from Narrabri has provided some building certification services during the period, especially in association with the Dementia Day Care centre project at Lightning Ridge.

| Matters Generally for Brief Mention or Information only from Director of Planning & Regulatory Services |
|---|
| <p>Recommendation:</p> <p>1. That the report by the Director of Planning & Regulatory Services on matters for brief mention, or information only, be received and noted.</p> <p>Moved:
Seconded:</p> |

Attachments:

Nil

17. WALGETT LEVEE REHABILITATION PROGRAM

REPORTING SECTION: Urban Infrastructure Services
AUTHOR: Prafulla K.C. – Utilities Engineer
FILE NUMBER: 09/1505

Summary:

This report recommends Council to note the completion of design and documentation of Walgett Levee Rehabilitation and make a provision of funds in the formulation of 2012/13 budget.

Background:

Walgett Levee Rehabilitation was funded by Commonwealth and State Governments as part of the Natural Disaster Mitigation Programme in FY 2007/08. The funding agreement was in the ratio of 45:45:5, total project value was \$500,000.00 and Council has to contribute \$50,000.

Public Works was appointed to carry out survey, Flood modelling, design and documentation of Walgett Levee Rehabilitation Program in 2008.

The project design scope incorporates extension of the levee bank to protect Walgett Sewerage Treatment Plant and Landfill. Construction, replacement and installation of new pump stations, electric poles, pipes and culverts, increment of levee height and refurbishment of settled and eroded levee areas.

Final design and documentation of the Walgett Levee Rehabilitation was completed in September 2011.

Current Position:

In February 2011, Council applied for the funding under the floodplain management program to source money for levee construction. Unfortunately, the application was not approved for FY 2011/12 this year. However, Council's application ranked highly and has been placed on a reserve list. Letter from Office of Environment & Heritage has been attached for information.

If the grant is approved Council has to contribute in the ratio 1:9 for Levee construction and refurbishment. At present, estimated cost of Levee construction and refurbishment excluding a project management fee is eight million dollars.

Relevant Reference Documents/Policies:

Final Levee Design and Documentation
Letter from Office of Environment & Heritage
Walgett Levee: Ozark Ecological and Heritage Report

Governance issues:

Nil

Environmental issues:

Review of Environmental Factor (REF) and Ecological and Heritage Assessment has been completed. Potential issues and mitigation measures has been adopted.

Stakeholders:

Walgett Shire Council
Walgett Communities
DECCW

Financial Implications:

Council need to raise funds to finance the project

Alternative Options:

- Option 1: Do nothing.
Option 2: Allow a provision in FY2012/13 budget to raise a loan to contribute funding ratio depending on grants available.
Option 3: Develop a strategy to construct the levee in stages over a number of years.

Conclusion:

The design of Walgett Levee Project is completed.

Council consider the following:

- Option 2: Allow a provision in FY2012/13 budget to raise a loan to contribute funding ratio depending on grants available.
- Option 3: Develop a strategy to construct the levee in stages over a number of years considering:
 - use of internal resources
 - the projected availability of funds

| Walgett Levee Rehabilitation Program |
|---|
| <p>Recommendation:</p> <ol style="list-style-type: none">1. That Council note the completion of design and documentation of Walgett Levee Rehabilitation Program.2. That Council allow funding provision in the formulation in FY2012/13 budget.3. That Council consider developing a strategy in constructing the levee in stages over a number of years. <p>Moved:
Seconded:</p> |

Attachments:

Letter from Office of Environment and Heritage dated 8 October 2011



Office of
Environment
& Heritage

Our reference: DOC11/44574
Your contact: Siegfredo O Corralde

Mr Donald Ramsland
General Manager
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

6 October 2011

Dear Mr Ramsland

RE: APPLICATION FOR FUNDING UNDER THE FLOODPLAIN MANAGEMENT PROGRAM

Walgett Levee Rehabilitation and Refurbishment Program
Grant Reference Number: 2011-12-FM-0271

I refer to Walgett Shire Council's application requesting financial assistance under the 2011/12 Floodplain Management Program for the above project.

The Minister for the Environment has now announced the grants for 2011/12. Unfortunately on this occasion your application did not receive a grant offer. Your application was, however, ranked highly and has been placed on a reserve list. This list may be activated during 2011/12 should other projects not proceed as expected. You will be advised accordingly if this occurs.

If Council no longer wishes to proceed with the project, or does not want to remain on the reserve list for 2011/12, please advise me as soon as possible.

Thank you for your interest in the Floodplain Management Program; if you have any queries regarding this letter, please contact me on 02 9895 7463 or at Rebecca.Simpson@environment.nsw.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Rebecca Simpson", written over a horizontal line.

REBECCA SIMPSON
Grants Program Coordinator
Waters, Wetlands and Coast Division

PO Box 3720 Parramatta NSW 2124
10 Valentine Ave Parramatta NSW
Tel: (02) 9895 6211 Fax: (02) 9895 7263
ABN 30 841 387 271
www.environment.nsw.gov.au

18. **MONTHLY REPORT FROM DIRECTOR ENGINEERING SERVICES – NOVEMBER 2011**

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

Summary:

The purpose of this report is to inform Council of progress and issues relating to Roads and Bridges in the period since the report was prepared in late October 2011.

Background:

RTA – Road Maintenance Council Contract

| Road No. | Road Name | Activities | Comments |
|----------|---|--|----------|
| SH12 | Gwydir (Walgett - Collarenebri-Moree) | <ul style="list-style-type: none"> Shoulder Grading, Routine patching works routine inspections, signs, guideposts, litters & debris | On going |
| SH18 | Castlereagh (Coonamble-Walgett Lightning Ridge) | <ul style="list-style-type: none"> Shoulder Grading, Routine patching works routine inspections, signs, guideposts litters & debris | On going |
| SH29 | Kamilaroi (Narrabri-Walgett-Brewarrina) | <ul style="list-style-type: none"> Shoulder Grading, Routine patching works routine inspections, signs, guideposts litters & debris | On going |

WALGETT SHIRE COUNCIL AGENDA

Regional Roads

| Road No. | Road Name | Activities | Comments |
|----------|--|--|---|
| RR202 | Merri Merri (Carinda - Quambone) | <ul style="list-style-type: none"> • Maintenance grading • Routine inspections done | Completed on 10/08/2011 |
| RR329 | Merrywinebone (Collarenebri-Burren Junction) | <ul style="list-style-type: none"> • Heavy patching work • Routine patching works • Routine inspections, • Signs • Guideposts maintenance. | New Signs installed |
| RR333 | Carinda (Carinda-Warren) | <ul style="list-style-type: none"> • Flood damage heavy patching work • Routine patching works • Routine inspections • Signs • Guideposts maintenance | Completed
New Signs installed |
| RR333 | Cumberdoon Way (Walgett-Carinda) | <ul style="list-style-type: none"> • Flood damage heavy patching work • Routine patching works • Routine inspections • Signs • Guideposts maintenance | completed |
| RR383 | Pilliga (Pilliga-Coonamble) | <ul style="list-style-type: none"> • Flood damage heavy patching work • Routine patching works • Routine inspections • Signs • Guideposts maintenance | Programmed from 15/11/2011 |
| RR402 | Gingie (Walgett-Cumborah) | <ul style="list-style-type: none"> • Routine patching works • routine inspections • signs • guideposts maintenance | Done |
| RR402 | Llanillo (Cumborah-Lightning Ridge) | <ul style="list-style-type: none"> • Routine patching works • routine inspections • signs • guideposts maintenance | Done |
| RR426 | Bill O'Brien Way | <ul style="list-style-type: none"> • Routine inspections • sign maintenance | Done |
| RR426 | Ridge Road | <ul style="list-style-type: none"> • Maintenance Grading, • Routine inspections, • signs • guideposts maintenance | Works in progress |
| RR426 | Shermans Way | <ul style="list-style-type: none"> • Routine inspections • Flood damage works | Done |
| RR437 | Bangate (Lightning Ridge-Goodooga) | <ul style="list-style-type: none"> • Routine Inspection | Inspection done |
| RR457 | Gundabloui (Collarenebri - Mungindi) | <ul style="list-style-type: none"> • Flood damage heavy • Patching work • Routine inspections • Signs • Guideposts maintenance. • | Completed on 20/10/2011
New Signs installed. |

WALGETT SHIRE COUNCIL AGENDA

| Road No. | Road Name | Activities | Comments |
|----------|-----------------------------------|--|-------------------------|
| RR7516 | Billybingbone
(Carinda-Warren) | <ul style="list-style-type: none"> Maintenance grading Routine inspections Signs Guideposts maintenance | Completed
22/07/2011 |
| RR7716 | Come By Chance | <ul style="list-style-type: none"> Reformation Maintenance grading Routine inspections Signs Guideposts maintenance | Completed
3/08/2011 |

Shire Roads

| Road No. | Road Name | Activities | Comments |
|----------|--------------------|--|---|
| SR1 | Franxton Road | <ul style="list-style-type: none"> Maintenance grading work | Completed on
19/08/2011 |
| SR2 | Bellara Lane | <ul style="list-style-type: none"> Maintenance grading work | Completed on
7/09/2011 |
| SR3 | Clarkes Lane | <ul style="list-style-type: none"> Routine inspections Maintenance grading | Completed on
20/09/2011 |
| SR5 | Cryon Road | <ul style="list-style-type: none"> Flood works Two other cause ways | Completed
Programmed on
14/11/2011 |
| SR7 | Pampas Road | <ul style="list-style-type: none"> Maintenance Grading Routine inspections sign maintenance | Completed on
3/08/2011
Done |
| SR12 | Millie Road | <ul style="list-style-type: none"> Pothole repair Routine inspections Sign maintenance | Completed on
22/10/2011 |
| SR13 | Woodvale Road | <ul style="list-style-type: none"> Routine Inspection Sign maintenance | Completed on
24/10/2011 |
| SR14 | Baroona Road | <ul style="list-style-type: none"> Routine Inspection | Done |
| SR15 | Pokataroo Road | <ul style="list-style-type: none"> Routine Inspection | Done |
| SR16 | Mercadool Road | <ul style="list-style-type: none"> Routine Inspection Sign maintenance | Work in progress |
| SR17 | Tareela Lane | <ul style="list-style-type: none"> Routine Inspection Sign maintenance | Done |
| SR19 | Springs Road | <ul style="list-style-type: none"> Routine Inspection Sign maintenance | Completed on
18/10/2011 |
| SR21 | Meadow Plains Road | <ul style="list-style-type: none"> Maintenance Grading, Routine inspections Sign maintenance. | Grading
Completed 28 th
July |
| SR24 | Marlbone Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Completed on
18/10/2011 |
| SR25 | Wombo Lane | <ul style="list-style-type: none"> Routine inspections | Done |
| SR26 | Hardies Lease Road | <ul style="list-style-type: none"> Routine inspections | Done |

WALGETT SHIRE COUNCIL AGENDA

| Road No. | Road Name | Activities | Comments |
|----------|-----------------------------|---|--------------------------------|
| SR27 | Colrose Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR28 | Wingadee Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Work in progress |
| SR30 | Nilma Road | <ul style="list-style-type: none"> Reformation Work | Done |
| SR31 | Gungalman Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Floodwork reformation going on |
| SR32 | Gilwarny Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR33 | Teranyan Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR34 | Bowra Lane | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR38 | Wanourie Creek Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR40 | Ginghet Road | <ul style="list-style-type: none"> Flood Works, Routine inspections Sign maintenance | Completed |
| SR41 | Green and Branders Road | <ul style="list-style-type: none"> Grading | Done |
| SR43 | Bushs Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR45 | Bore Head Road | <ul style="list-style-type: none"> Flood Works, | Water over the road. |
| SR46 | Bonanza Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR47 | Schmalkuche road | <ul style="list-style-type: none"> Routine inspections Grading | Completed on 24/10/2011 |
| SR48 | Boorooma Creek Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR51 | Millencowbah Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR52 | Willis Road | <ul style="list-style-type: none"> Grading | Done |
| SR53 | Koomalah Road | <ul style="list-style-type: none"> Flood Works (re-sheeting work) | Done |
| SR55 | Burrnbaa Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR57 | Epping Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR58 | Regans Road | <ul style="list-style-type: none"> Grading | Completed on 2/08/2011 |
| SR59 | Moomin Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR60 | Marra Creek Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR61 | Cambo Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR64 | Mission Road (Wimbledon Rd) | <ul style="list-style-type: none"> Routine inspections Sign maintenance | New signs are ordered |

WALGETT SHIRE COUNCIL AGENDA

| Road No. | Road Name | Activities | Comments |
|----------|---------------------------|---|---------------------------------|
| SR66 | Perrottets Lane | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR67 | Collarenebri Mission Raod | <ul style="list-style-type: none"> Routine inspections Sign maintenance | New signs are ordered |
| SR68 | Haines Hut Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR69 | Woolaroo Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR70 | Lone Pine Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR71 | Rossmore Lane | <ul style="list-style-type: none"> Grading | Completed 23 rd July |
| SR72 | Middle Route road | <ul style="list-style-type: none"> Routine inspections Grading | Completed on 12/10/2011 |
| SR73 | Miralwyn Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR74 | Lochlomond Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR75 | Gidginbilla Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR76 | Maroubra Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR77 | Nedgara Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR79 | Pagen Creek Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR81 | Mac Masman Road | <ul style="list-style-type: none"> Floodworks | Done |
| SR82 | Proctors Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR83 | Drilldool Road | <ul style="list-style-type: none"> Grading | Completed on 19/10/2011 |
| SR84 | Fred Reece Way | <ul style="list-style-type: none"> Routine inspections | Done |
| SR85 | Tungra Road | <ul style="list-style-type: none"> Routine inspections | Completed on 28/10/2011 |
| SR86 | Kia-Ora Raod | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR87 | Burren Bore Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR88 | Fabians Road | <ul style="list-style-type: none"> Floodworks (re-sheeting work) | Done |
| SR89 | Belaba Road | <ul style="list-style-type: none"> Routine inspections Sign maintenance | Done |
| SR90 | Fairview Road | <ul style="list-style-type: none"> Flood damage works Grading | Completed on 21/07/2011 |
| SR91 | Three Mile Road | <ul style="list-style-type: none"> Routine inspections | Done |

WALGETT SHIRE COUNCIL AGENDA

| Road No. | Road Name | Activities | Comments |
|-----------------|------------------------|--|--|
| SR92 | Strathmore Road | <ul style="list-style-type: none"> • Routine inspections | Done |
| SR94 | Ivanhoe Crossing | It is not a shire road anymore | Done |
| SR95 | Banarway Crossing Road | <ul style="list-style-type: none"> • Grading | Done |
| SR96 | Saleyards Road | <ul style="list-style-type: none"> • Routine inspections | Done |
| SR98 | Lorne Road | <ul style="list-style-type: none"> • Routine inspections | Done |
| SR101 | Wilby Wilby Road | <ul style="list-style-type: none"> • Routine patching works • Routine inspections • Signs • Guideposts maintenance | Road Closed at Lake Rotten Plain (tipped gravel to stop traffic) |
| SR102 | Angledool Road | <ul style="list-style-type: none"> • Flood damage works (re-sheeting) | Completed on 20/10/2011 |
| SR103 | Bugilbone Road | <ul style="list-style-type: none"> • Grading | Completed 27 th August |
| SR110 | Kurrajong Road | <ul style="list-style-type: none"> • Grading | Completed on 7/10/2011 |
| SR111 | Narran Lake Road | <ul style="list-style-type: none"> • Routine inspections • Sign maintenance | Done |
| SR112 | Brewon Road | <ul style="list-style-type: none"> • Routine inspections | Done |
| SR113 | Binghi Road | <ul style="list-style-type: none"> • Floodworks (resheeting and reformation work) | Done |
| SR114 | Bogewong road | <ul style="list-style-type: none"> • Floodworks (resheeting and reformation work) | Done |
| SR115 | Aberfoyle Road | <ul style="list-style-type: none"> • Floodworks (resheeting and reformation work) | Done |
| SR116 | Goangra Road | <ul style="list-style-type: none"> • Routine inspections | Done |
| SR117 | Beanbri Road | <ul style="list-style-type: none"> • Routine inspections | Done and jet patching work done to reopen the road |
| SR118 | Yarraldool Road | <ul style="list-style-type: none"> • Routine inspections | Done |
| SR119 | Hollywood lane | <ul style="list-style-type: none"> • Routine inspections • Sign maintenance done | Done |
| SR121 | Pian Creek Road | <ul style="list-style-type: none"> • Routine inspections | Done |
| SR122 | Old Burren Road | <ul style="list-style-type: none"> • Routine inspections | Done |
| SR123 | Rowena Road | <ul style="list-style-type: none"> • Routine patching works • Routine inspections • Signs • Guideposts maintenance | Done |
| SR124 | Dundee Road | <ul style="list-style-type: none"> • Routine inspections • Sign maintenance | Completed on 20/10/2011 |

WALGETT SHIRE COUNCIL AGENDA

| Road No. | Road Name | Activities | Comments |
|----------|------------------|--|-------------------------|
| SR125 | Glen Eden Road | <ul style="list-style-type: none"> Grading Routine inspections Sign maintenance | Completed on 22/09/2011 |
| SR126 | Purtles Road | <ul style="list-style-type: none"> Routine inspections | Flood Works in progress |
| SR127 | Boora Road | <ul style="list-style-type: none"> Routine inspections | Done |
| SR128 | Camerons Lane | <ul style="list-style-type: none"> Floodworks Grading | Completed on 19/07/2011 |
| SR129 | George Sands Way | <ul style="list-style-type: none"> Routine inspections | Done |
| SR131 | Oneils Road way | <ul style="list-style-type: none"> Routine inspections | Done |

Unused Grids

| Road No. | Road Name | Activities | Comments |
|----------|--------------------|-------------------------|--|
| SR30 | Nilma Road | Two grids to be removed | <p>Site meeting has been conducted with the property owner</p> <p>Verbally Agreed to remove as per Council Policy.</p> <p>Council is preparing estimates and schedules for the work.</p> |
| RR7716 | Come By Chance | One grid to be removed | <p>Site meeting has been conducted with the property owner</p> <p>Verbally agreed to remove as per Council Policy.</p> <p>But this needs to be relocated at approximately 23 km chainage(measured from the intersection of Fox Street and Come Eureka street)</p> <p>Council is preparing estimates and schedules for the work.</p> |
| SR21 | Meadow Plains Road | Two grids to be removed | <p>Site meeting has been conducted with the property owner</p> <p>Verbally agreed to remove as per Council Policy for one grid and has not given a decision for another one.</p> |
| SR5 | Cryon Rd | Two grids | Investigation in progress |
| SR59 | Woodvale Road | One grid | Investigation in progress |
| SR16 | Mercadool Road | Three grids | <p>Site meeting has been conducted with the property owner</p> <p>Needs to stay.</p> <p>Two ramps owned by National parks (representative Gerard O'connor 0427711361) and is under Investigation progress</p> |

WALGETT SHIRE COUNCIL AGENDA

| Road No. | Road Name | Activities | Comments |
|----------|--------------|------------------------|---|
| SR52 | Willis Road | Three grids to removed | <p>Site meeting has been conducted with the property owner</p> <p>Verbally agreed but raised about fencing to install and some fence done previously but payment not done by council yet.</p> <p>Council is preparing estimates and schedules for the work.</p> |
| SR126 | Purtles Road | One grid to be removed | <p>Site meeting has been conducted with the property owner</p> <p>Verbally agreed.</p> <p>Some issue was raised about fencing which were done previously but never been paid.</p> <p>Council is preparing estimates and schedules for the work.</p> |

Current Position:

SR 45 and SR 101 are still under water. Most of the roads have been graded and programmed for another inspection. Estimations for SR101 and Grawin Bridge have been submitted to RTA for approval. All unused grids will be proposed to remove in 2012/2013 management plan. The contribution issue regarding the fences in the grid area still under investigation.

Relevant Reference Documents/Policies:

n/a

Governance issues:

n/a

Environmental issues:

Flood water

Stakeholders:

Council and Users

Financial Implications:

WSC Management plan 2011/2012

Alternative Solutions/Options:

n/a

Conclusion:

2011/2012 Maintenance programme has been placed and works are on progress accordingly.

| Monthly report form Director Engineering Services – November 2011 |
|--|
| <p>Recommendation:</p> <p>1. That Council receive and note the regular monthly road and bridge report</p> <p>Moved:
Seconded:</p> |

Attachments:

Previous correspondences regarding the grid fencing contribution

WALGETT SHIRE COUNCIL AGENDA

Andrew Norris,
Tyndex Pty Ltd,
Blairmore,
Bellata.NSW 2397.

9th August,2007.

The General Manager,
Walgett Shire Council,
77 Fox St,
P.O. Box 31,
Walgett. NSW. 2832.

Attention: Mr Alan Nelson.

I am writing to enquire about assistance with fencing of roads traversing through our property Bukulla, Collarenebri. These roads are Willis Road and Purtell Road. The fencing of these roads will enable the removal of four grids. Three of these grids are on Willis Road and one is on Purtell Road. The new fencing done to allow the removal of the grids involved the following.

Willis Road. Double fencing for 4.3 kms.
Single fencing for 1.5 kms.

Purtell Road. Single fencing for 8 kms.

Position of grids on Willis Road are situated at 1.5 kms, 3.8 kms and 5.8 kms south of the Willis and Purtell Road junction.

Position of grid on Purtell Road is approximately 2.1 kms east of the Willis and Purtell Road junction.

Your assistance with this construction of fences and grid removal would be appreciated.

Yours truly,

Andrew Norris. (Manager)

WALGETT SHIRE COUNCIL AGENDA

Andrew Norris,
Tyndex Pty Ltd,
Blairmore,
Bellata.NSW 2397.

19th September,2007.

The General Manager,
Walgett Shire Council,
77 Fox St,
P.O. Box 31,
Walgett. NSW. 2832.

Attention: Mr Alan Nelson.

Dear Alan,

This letter is written to notify the Council that the fencing required to enable the removal of grids on Bukulla, Collarenebri, has been completed.

The grids referred to are those mentioned in our letter dated 9th August, 2007.
Removal of the grids can be done at the Council's convenience.
Looking forward to hearing from you.
My phone numbers are 0428968214 or 02-67968214.

Yours truly,

Andrew Norris. (Manager)

WALGETT SHIRE COUNCIL AGENDA



Shire of Walgett

ABN 88 769 076 385

Reference: IT:IT:175/04/00/00

Your Reference: Mr Barry Maher

Contact:

25 September 2007

Mr Andrew Norris
Tyndex Pty Ltd
"Blairmore"
BELLATA NSW 2397

Dear Sir

Re: Removal of Grids – "Bukulla"

Thank you for your letter of 19 September 2007 regarding the fencing to remove grids on "Bukulla" Collarenebri.

Council notes that these grids can now be removed and will incorporate this work within its maintenance program.

If you have any further queries regarding this advice, please contact Council's Works Engineer, Mr Barry Maher on phone 6828 6121 or bmaher@walgett.nsw.gov.au.

Yours sincerely

Ian Taylor
Acting Manager Engineering

For

Stephen McLean
General Manager

All communication to be addressed to the: General Manager PO Box 31, Walgett NSW 2832
Telephone: (02) 6828 1399 Facsimile: (02) 6828 1608 Email: admin@walgett.nsw.gov.au

WALGETT SHIRE COUNCIL AGENDA



Shire of Walgett

ABN 88 769 076 385

Reference: AN:AN: 175/04/00/00

Your Reference:

Mr Alan Nelson

Contact:

23 August 2007

Mr A Norris
Tyndex Pty Ltd
"Blairmore"
BELLATA NSW 2397

Dear Sir

Re: Fencing of Road Reserves

Thank you for your letter dated 9 August 2007, in which you enquire about possible Council assistance with fencing of road reserves through your property "Bukulla", Collarenebri.

Council has established a policy to encourage the removal of unsatisfactory stock grids and the fencing of road reserves and will, in your case, make a payment of \$4,000 per grid towards the cost of fencing material to allow you to remove these grids. The actual removal of the grids will be undertaken by Council, after you have completed the fencing.

You have indicated that you are looking to remove four grids in total, three on Willis' Road and one on Purtles Road. An incentive payment of \$16,000 will be made to you upon completion of the fencing and removal of the stock grids. Should you wish to proceed, please indicate when the fencing is complete and the grids can be removed.

Yours sincerely

Alan Nelson
Manager Engineering

For

Stephen McLean
General Manager

All communication to be addressed to the: General Manager PO Box 31, Walgett NSW 2832
Telephone: (02) 6828 1399 Facsimile: (02) 6828 1608 Email: admin@walgett.nsw.gov.au

19. MONTHLY FLOOD WORKS REPORT FROM DIRECTOR ENGINEERING SERVICES – NOVEMBER 2011

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

Summary:

The purpose of this report is to inform Council of progress relating to the December 2010 flood works in the period since the report was prepared in late October 2011.

Background:

RTA – Flood work programs

Shire Roads

| Item No | Description of Works | Amount to be contributed by RTA | Amount to be contributed by Council | Total to date 04-11-2011 | % Budget used | Completed Y/N |
|---------|----------------------|---------------------------------|-------------------------------------|--------------------------|---------------|---------------|
| SR5 | Croyon Rd | \$40,956 | | \$52,881.57 | 129.12 | Y |
| SR7 | Pampas Rd | \$21,696 | | \$3,691.70 | 17.02 | Y |
| SR17 | Tareela Lane | \$27,050 | | \$17,954.97 | 66.38 | Y |
| SR19 | Springs Rd | \$6,149 | | \$159.39 | 2.59 | Y |
| SR21 | Meadow Plains Rd | \$69,216 | | \$16,266.22 | 23.50 | Y |
| SR24 | Marlbone Rd | \$23,134 | | \$13,189.92 | 57.02 | Y |
| SR25 | Wombo Lane | \$23,462 | | \$0.00 | 0.00 | N |
| SR26 | Hardies Lease Rd | \$7,313 | | \$1,796.15 | 24.56 | N |
| SR27 | Colrose Road | \$17,217 | | \$957.47 | 5.56 | N |
| SR28 | Wingadee Rd | \$3,850 | | \$0.00 | 0.00 | N |
| SR30 | Nilma Rd | \$3,041 | | \$2,064.55 | 67.89 | Y |
| SR31 | Gungalman Rd | \$48,888 | | \$60,020.33 | 122.77 | Y |
| SR38 | Wanourie Ck Rd | \$3,663 | | \$291.98 | 7.97 | Y |
| SR40 | Ginghet Rd | \$57,936 | | \$48,605.48 | 83.90 | Y |
| SR43 | Bushs Rd | \$25,434 | | \$124.17 | 0.49 | Y |
| SR45 | Borehead Rd | \$4,620 | | \$0.00 | 0.00 | N |
| SR46 | Bonanza Rd | \$14,971 | | \$9,590.39 | 64.06 | Y |
| SR48 | Boorooma Rd | \$18,787 | | \$423.17 | 2.25 | N |
| SR51 | Millencowbah Rd | \$17,110 | | \$15,785.05 | 92.26 | Y |
| SR53 | Koomalah Rd | \$38,175 | | \$35,494.54 | 92.98 | Y |
| SR55 | Burranbaa Rd | \$8,236 | | \$0.00 | 0.00 | Y |
| SR57 | Epping Rd | \$12,900 | | \$0.00 | 0.00 | N |
| SR58 | Regans Rd | \$7,222 | | \$0.00 | 0.00 | Y |
| SR60 | Marra Ck Road | \$12,404 | | \$11,919.84 | 96.10 | Y |
| SR64 | Wimbledon Rd | \$2,139 | | \$0.00 | 0.00 | Y |

WALGETT SHIRE COUNCIL AGENDA

| | | | | | | |
|-------|---------------------------------|--------------------|-----------------|---------------------|--------|---|
| SR66 | Perrottets Lane | \$27,821 | | \$0.00 | 0.00 | N |
| SR70 | Lone Pine Rd | \$27,214 | | \$0.00 | 0.00 | Y |
| SR71 | Rossmore Lane | \$7,509 | | \$8,031.80 | 106.96 | Y |
| SR72 | Middle Route Rd | \$2,633 | | \$2,589.32 | 98.34 | Y |
| SR73 | Miralwyn Rd | \$28,616 | | \$18,814.75 | 65.75 | Y |
| SR75 | Gidginbilla Rd | \$31,804 | | \$0.00 | 0.00 | |
| SR76 | Maroubra Rd | \$30,982 | | \$0.00 | 0.00 | Y |
| SR77 | Nedgera Rd | \$34,522 | | \$22,028.80 | 63.81 | Y |
| SR81 | Mac Masman Rd | \$23,818 | | \$21,625.16 | 90.79 | Y |
| SR82 | Prctors Rd | \$9,768 | | \$0.00 | 0.00 | |
| SR83 | Drilool Rd | \$15,986 | | \$4,327.27 | 27.07 | Y |
| SR88 | Fabians Rd | \$7,913 | | \$5,818.18 | 73.53 | Y |
| SR95 | Banarway Crossing Rd | \$14,497 | | \$0.00 | 0.00 | N |
| SR98 | Lorne Rd | \$25,772 | | \$13,632.75 | 52.90 | Y |
| SR101 | Wilby Wilby Rd - To Be Assessed | | | \$2,192.22 | NA | N |
| SR102 | Angledool Rd | \$35,467 | | \$13,140.91 | 37.05 | Y |
| SR103 | Bugilbone Rd | \$59,547 | | \$16,589.37 | 27.86 | N |
| SR112 | Brewon Rd | \$19,317 | | \$13,056.31 | 67.59 | Y |
| SR113 | Binghi Road | \$12,296 | | \$6,163.78 | 50.13 | Y |
| SR114 | Bogewong Rd | \$31,086 | | \$30,394.55 | 97.78 | Y |
| SR115 | Aberfoyle Rd | \$34,542 | | \$19,056.67 | 55.17 | Y |
| SR116 | Goangra Rd | \$65,198 | | \$45,197.88 | 69.32 | N |
| SR117 | Beanbri Rd | \$224,562 | | \$8,281.91 | 3.69 | N |
| SR118 | Yarralool Rd | \$16,007 | | \$431.65 | 2.70% | Y |
| SR119 | Hollywood Lane | \$5,454 | | \$0.00 | 0.00 | N |
| SR121 | Pian Ck Road | \$92,689 | | \$68,168.88 | 73.55 | Y |
| SR122 | Old Burren Rd | \$11,549 | | \$10,750.07 | 93.08 | Y |
| SR124 | Dundee Rd | \$16,146 | | \$477.71 | 2.96 | Y |
| SR125 | Glen Eden Rd | \$24,651 | | \$12,459.37 | 50.54 | Y |
| SR126 | Purtles Rd | \$34,344 | | \$4,581.81 | 13.34 | N |
| SR128 | Camerons Lane | \$21,301 | | \$11,577.91 | 54.35 | Y |
| SR131 | O'neils Rd | \$24,515 | | \$8,622.53 | 35.17 | N |
| | Emergency Works | \$276,717 | | \$0.00 | 0.00 | N |
| | Council's Contribution | -\$29,000 | \$29,000 | \$0.00 | NA | |
| | Emergency Works | \$0 | \$0 | \$304,670.87 | NA | Y |
| | TOTALS | \$1,780,812 | \$29,000 | \$963,899.32 | | |

WALGETT SHIRE COUNCIL AGENDA

Regional Roads

| Item No | Description of Works | Amount to be contributed by RTA | Total to date 4-11-2011 | % Budget used | Completed |
|---------|--------------------------------|---------------------------------|-------------------------|---------------|-----------|
| MR329 | Burren - Collarenebri | \$75,254 | \$190,364.25 | 252.96 | Y |
| MR333 | Walgett - Carinda Road | \$138,154 | \$201,910.22 | 146.15 | Y |
| MR383 | Pilliga - Coonamble Road | \$153,139 | \$2,743.33 | 1.79 | N |
| MR402 | Walgett- Cumborah-Lightning Rd | \$33,938 | \$0.00 | 0.00 | N |
| MR426 | Collarenebri To Lightning Road | \$62,023 | \$39,522.46 | 63.72 | N |
| MR457 | Collarenebri To Mungindi Road | \$191,180 | \$165,425.29 | 86.53 | N |
| MR7716 | Walgett - Pilliga Road | \$317,780 | \$45,182.16 | 14.22 | N |
| | Emergency Works | \$82,947 | \$84,201.56 | 101.51 | N |
| | TOTALS | \$1,054,415 | \$729,349.27 | | |

Current Position:

SR 45 and SR 101 still under water. Remaining works are running satisfactorily.

Relevant Reference Documents/Policies:

n/a

Governance issues:

n/a

Environmental issues:

Flood water

Stakeholders:

Council and Users

Financial Implications:

WSC Management plan 2011/2012

Alternative Solutions/Options:

n/a

Conclusion:

The program is required to be finalised by the end of May 2012.

Monthly flood works Report from Director Engineering Services – November 2011

Recommendation:

1. That Council receive and note the regular monthly December 2010 Flood Works report

Moved:

Seconded:

Attachments:

Nil

20. BLOCK GRANT AGREEMENT 2011/2012 – NOVEMBER 2011

REPORTING SECTION: Engineering Services
AUTHOR: Raju Ranjit – Director Engineering Services
FILE NUMBER: 09/1159

Summary:

The Roads and Traffic Authority of NSW (RTA) has offered council the 2011/12 Block Grant Agreement for funding Regional Roads maintenance and Traffic Facilities. This report advises Council of the revised funding levels under this agreement.

Background:

The Roads and Traffic Authority of NSW (RTA) has offered council the 2010/11 Block Grant Agreement for funding Regional Roads maintenance and Traffic Facilities.

The amount of this agreement for 2011/12 is \$ 2,076,000 comprising:

- Roads Component \$ 1,879,000
- Traffic Facilities \$ 52,000
- Supplementary Component \$ 145,000

Current Position:

The roads component is \$ 45,698 below that forecast in the budget. It is recommended that this shortfall in funding is deducted from Rural Regional Road works.

Relevant Reference Documents:

Roads and Traffic Authority 2011/12 Block Grant Agreement

Government Issues:

N/A

Environmental issues:

Road safety

Stakeholders:

Walgett Shire Council and users

Financial Implications:

WSC Management Plan 2011/2012

Alternative Solutions / options:

N/A

Conclusion:

Budget for Regional Roads Reshape Formation reduced to \$ 144,302.(Forecasted budget was \$ 190,000)

| Block Grant Agreement 2011/2012 – November 2011 |
|---|
| <p>Recommendation:</p> <ol style="list-style-type: none">1. That Council note the 2011/12 Block Grant Agreement2. That Council approve the vote of \$2,076,00.00 and the deduction of the shortfall of \$45,698 from Rural Regional Road Works. <p>Moved:
Seconded:</p> |

Attachments:

2011/2012 Block Grant Agreement

RECEIVED 09 NOV 2011



Transport
Roads & Maritime
Services

File 471.211R

The General Manager
Walgett Shire Council
PO Box 31
WALGETT NSW 2832

Dear Sir/Madam

2011/2012 Block Grant Agreement

Thank you for forwarding Council's signed copies of the Block Grant Agreement for the 2011/2012 Regional Roads Program.

The Agreement has now been signed on behalf of the Roads and Traffic Authority and a copy is enclosed for Council's records.

Yours faithfully

A handwritten signature in blue ink, appearing to read "P. Standen".

Phil Standen
Asset Manager
Western

8 NOV 2011

Roads & Maritime Services

Level 1, 51 – 55 Currajong Street, Parkes NSW 2870 | PO Box 334 Parkes NSW 2870
T 02 6861 1444 | F 02 6861 1414

www.rmservices.nsw.gov.au | 13 22 13



Transport
Roads & Traffic
Authority

AGREEMENT FOR BLOCK GRANT ASSISTANCE TO COUNCIL FOR REGIONAL ROADS

("Block Grant Agreement")

2011/2012

Walgett

Roads & Traffic Authority ABN 64 480 155 255

**AGREEMENT FOR BLOCK GRANT OF ASSISTANCE TO COUNCIL
FOR REGIONAL ROADS**

Dated: 2011

1. PARTIES

- 1.1 Roads and Traffic Authority of New South Wales - **Western Region**
- 1.2 Council - Shire of Walgett

2. INTERPRETATION

2.1 In this document unless the context otherwise requires the following words and phrases shall have the meanings attributed to them as follows:

- 2.1.1 "Act" means the Roads Act 1993.
- 2.1.2 "Maintenance" shall have the meaning it has in the Act.
- 2.1.3 "Council" means the Council being granted assistance by the Roads and Traffic Authority for works of construction and maintenance under the Act as set out in this Agreement.
- 2.1.4 "Financial Year" shall refer to the twelve month period commencing on 1 July 2011 and expiring on 30 June 2012.
- 2.1.5 "Four Month Period" shall refer to the three consecutive divisions of the Financial Year, each four months in length and ending respectively on 31 October 2011, 28 February 2012 and 30 June 2012.
- 2.1.6 "Grant" means the amount of financial assistance agreed to be granted to Council by the Roads and Traffic Authority in accordance with the terms of this Agreement.
- 2.1.7 "Local Government Area" shall have the same meaning as in the Local Government Act 1993
- 2.1.8 "Regional Roads" means the roads in respect of which the RTA and Council have agreed that a grant shall be made as set out in this Agreement.
- 2.1.9 "RTA" means the Roads and Traffic Authority of New South Wales constituted under the Transport Administration Act 1988
- 2.1.10 "Traffic Facilities" means all facilities installed to assist the flow of traffic and to maximise road safety.
- 2.1.11 "Works" means all acts of construction, maintenance, improvements and related planning, design, environmental surveys upon Regional Roads and all incidental on-site acts in any way related to such activities.

RECITALS

- 3.1 The RTA and councils throughout New South Wales share responsibility for the management of the roads and traffic system in New South Wales and are committed to a joint consultative approach to the exercise of that responsibility.
- 3.2 The RTA and councils have a mutual interest to ensure that adequate funds are available from all spheres of government so that the roads and traffic system in New South Wales is managed in a manner acceptable to the community.
- 3.3 The RTA and councils recognise that effective and efficient planning, management, administrative, funding and classification arrangements are necessary in the current economic and social climate.
- 3.4 The RTA and Council therefore enter into this binding Agreement to govern the payment of the Grant.

4. GRANT OF FINANCIAL ASSISTANCE

- 4.1 The parties hereby agree that RTA shall pay the Grant in respect of Works to Council for the Financial Year 1 July 2011 to 30 June 2012 in accordance with the terms contained in this Agreement.

5. GRANT

Amount

- 5.1 The RTA shall pay the Grant to Council in the amount set out in Schedule One of this Agreement. The Grant to shall have three components, a:
 - 5.1.1 Roads component, a
 - 5.1.2 Traffic Facilities component, and a
 - 5.1.3 Supplementary component.

Regional Roads

- 5.2 The parties agree that the Regional Roads to which this Agreement applies shall be that portion of the Regional Roads listed in Schedule Two of this Agreement which falls within the local government area of Council.

Expenditure on Works

- 5.3 Council agrees to expend the Grant to conform with sound engineering practice and in accordance with appropriate prevailing standards only on:
 - 5.3.1 Works on Regional Roads; and
 - 5.3.2 Works relating to Traffic Facilities on Regional and Local roads.
 - 5.3.3 In addition, Council may spend a proportionate amount of the Grant on former Regional Roads. Former Regional Roads are those roads that were listed in the schedule of Regional Roads in the 2008/09 Block Grant Agreement but are not listed in the schedule of Regional Roads in this Agreement and are not State Roads.
- 5.4 The RTA acknowledges that financial assistance additional to the Grant may be granted by the RTA in respect of specific works on Regional Roads.

Flood and Storm Damage

- 5.5 The RTA acknowledges that financial assistance additional to the Grant may be granted by the RTA in respect of urgent repairs or emergency works necessary upon Regional Roads.
- 5.6 The RTA acknowledges that financial assistance additional to the Grant may be granted by the RTA where, owing to damage to roads, ferries or bridges by flood or storm damage, it is necessary to provide alternative routes or provide additional facilities for traffic purposes.

6. PAYMENT OF FINANCIAL ASSISTANCE

- 6.1 The RTA shall pay the Grant to Council by quarterly payments, the first such payment to be made as soon as practicable following execution of this agreement. Subsequent quarterly payments will only become payable on receipt of the following documents:
 - 6.1.1 Submission to the Regional Manager of a signed copy of this agreement for 2011/2012 by 30 September 2011,
 - 6.1.2 A certificate of expenditure in accordance with section 6.3 and 6.4 of this Agreement,
 - 6.1.3 A report of expenditure and works completed in accordance with section 7.1 of this Agreement, and
 - 6.1.4 A report on the inventory of Regional Roads including bridges in accordance with section 7.2 of this Agreement.
- 6.2 Payment of the subsequent grant instalments will be made as soon as practicable within the months of October, January and April in the Financial Year subject to the conditions of this Agreement being met.
- 6.3 Council agrees to forward to the RTA by 1 September 2012 a Certificate of Expenditure in the form prescribed in Schedule Three of this Agreement.

Under Expenditure

- 6.4 Council is expected to have fully expended the Grant by 30 June 2012. Any part of the Grant not expended by 30 June 2012 may be expended by Council after that date without diminishing the amount of the Grant for the subsequent financial year but not later than 31 July 2012 provided that Council shall expend such remaining sum in accordance with the terms of this Agreement and certify this expenditure in accordance with Schedule Three of this Agreement.
- 6.5 Any remaining part of the Grant not expended by 31 July 2012 will be regarded as a payment against the Grant for the subsequent financial year.

7. COUNCIL REPORTING

- 7.1 Council agrees to forward to the RTA by 1 September 2012 a report detailing expenditure, from all council sources, and work outputs for Regional Roads in accordance with Schedule 4A of this Agreement. This report is to show all expenditure on road works and traffic control works on Regional Roads from all Council's funding sources.
- 7.2 Council agrees to forward to the RTA by 30 September 2012 updated inventory information in accordance with Schedule 4B.

8. INSPECTION OF RECORDS

- 8.1 Council agrees to give any authorised officer of the RTA all information, evidence, access to Council's records, documents and facilities for inspection reasonably required in connection with the expenditure of the Grant. Any officer of the RTA who is authorised by the RTA in writing to seek and obtain such information and other matters shall be deemed to have been authorised for the purposes of this clause.

- 8.2 Council recognises that it may be selected at random during the period of the agreement to be the subject of an audit of expenditure of the Grant.

9. INDEMNITY

- 9.1 Council shall indemnify and save harmless and keep indemnified the RTA from and against all damages, costs, charges and expenses of any nature whatsoever paid suffered or incurred by Council in respect of any action claim suit or proceedings taken by or incurred by Council in respect of any Works carried out involving expenditure of the Grant except where the RTA may itself be liable in respect of any Works upon which it has subcontracted for reward.
- 9.2 Any damages, costs, charges or expenses of any nature whatsoever paid suffered or incurred by Council in respect of any action, claim, suit or proceedings taken by or against Council and relating to Works carried out involving expenditure of the Grant shall be paid or borne by Council and shall not be paid out of the Grant; provided however that this restriction on expenditure of the Grant shall not apply to any action, claim, suit or proceedings involving disputes between Council and contractors or sub-contractors engaged in or assisting in Works.

10. DEFAULT

- 10.1 If there is any default by Council in the observance or performance of this Agreement, Council shall, on demand being made by the RTA, refund the whole or such part as determined by the RTA of the moneys which at the date of such demand have been paid by the RTA on account of the Grant, together with interest thereon at the rate of 6 per cent per annum, calculated from the dates of payment thereof up to the date of refund.
- 10.2 If the RTA so determines, the amount for which a demand has been made under Clause 9.1 may be set off against a grant for the succeeding year rather than repaid.
- 10.3 The parties agree that any dispute or claim whatsoever arising in connection with this Agreement shall be submitted to mediation administered by the Australian Commercial Disputes Centre Limited ("ACDC"). The mediator shall be a person agreed between the parties chosen from a list suggested by ACDC and failing agreement shall be a person nominated by the Secretary General of ACDC. All costs, charges and expenses resulting from referral to the ACDC shall be borne equally by the parties. In the event that the dispute or claim has not been resolved within 28 days (or such other period as agreed to in writing between the parties hereto) of appointment of the mediator the claim shall be submitted to litigation.

11. RECOVERY OF COST OF DAMAGE TO ROADS

- 11.1 In respect of damage to Regional Roads, Council agrees to carry out repairs and use its best endeavours to recover the cost of such repairs in accordance with Section 102 of the Roads Act.
- 11.2 The parties agree that the Grant may be expended on the cost of repairs carried out under Clause 11.1. Council agrees that any amount recovered by it pursuant to Clause 11.1 may be applied by Council in accordance with the terms of this Agreement as if such amount was part of the Grant.

12. GENERAL

- 12.1 This document shall be read and construed and take effect in accordance with the laws of New South Wales from time to time in force and providing that the procedures outlined in Clause 10.3 have been exhausted the parties hereby agree to subject themselves to the jurisdiction of the courts of New South Wales and any court competent to hear appeals therefrom.

- 12.2 Where any time limit pursuant to this document falls on a Saturday, Sunday or public holiday in the State or Territory whose laws apply in the construction hereof then that time limit shall be deemed to have expired on the next business day thereafter.
- 12.3 Where a word or phrase is given a defined meaning in this document, any other part of speech or other grammatical form in respect of such word or phrase shall unless the context otherwise requires have a corresponding meaning.
- 12.4 No amendment of or addition to the provisions of this document shall be valid and binding unless it is in writing and signed by both the parties.
- 12.5 The illegality of any provision of this document shall not affect the validity or enforceability of the other provisions hereof.
- 12.6 The headings and index used in this document are for convenience only and shall not affect the interpretation of this document.

13. NOTICES

- 13.1 Every Notice or Certificate or any communication between the parties referred to in this Agreement shall be put in writing and either delivered personally or sent by prepaid letter or facsimile and shall be deemed to have been received:-
 - 13.1.1 in the case of a letter, when delivered personally or three days after it has been put in the post;
and
 - 13.1.2 in the case of a facsimile, at the time the machine at which the facsimile is transmitted displays or records confirmation that transmission has been completed.
- 13.2 Provided that, in the case of a facsimile, where such communication is received on a day other than a business day or after 5:00pm on a business day, it shall be deemed to have been received on the next following business day. Every notice shall be addressed to the relevant party as follows:

RTA: Asset Manager
 Roads and Traffic Authority
 PO Box 334
 PARKES NSW 2870

Council: - The General Manager
 Walgett Shire Council
 PO Box 31
 WALGETT NSW 2832

or such other address, telex or facsimile number as is notified by one party to the other party under this Agreement.

IN WITNESS of the above provisions and the following Schedules the parties have executed this Agreement on the date first hereinbefore appearing.

WALGETT SHIRE COUNCIL AGENDA

Regional Road Block Grant Agreement 2011/2012

Duly signed by the Regional Manager of the WESTERN Region as delegate of the Roads and Traffic Authority:

Regional Manager signature

Peter Dearden
Regional Manager
Western

Regional Manager name

26 OCT 2011

Witness signature

Witness name

Angie Dwooger
26.10.11

Duly signed by the General Manager on behalf of Walgett Council:

General Manager signature

General Manager name

Witness signature

Witness name

D. V. Ramaswamy

Raju Ramjit

Date: 13. Oct. 2011

SCHEDULE I

Amount of Grant

Council Name: **Walgett**

The Grant from the RTA to the Council for the financial year July 1 2011 to June 30 2012 shall be for the total sum of:

\$ 2,076,000

comprising:

| | |
|------------------------------|---------------------|
| Roads component: | \$ 1,879,000 |
| Traffic Facilities component | \$ 52,000 |
| Supplementary component | \$ 145,000 |

SCHEDULE 2

List of Regional Roads

Council Name: Walgett

| Road Number | Road Name/Description | Length (km) |
|--------------------|--|--------------------|
| MR 202 | Warren to Carinda | 7.03 |
| MR 329 | Baradine to Collarenebri | 77.45 |
| MR 333 | Warren to Walgett | 80.96 |
| MR 383 | Coonamble to Pilliga | 25.50 |
| MR 402 | HW29 west of Walgett to HW18 south of Lightning Ridge | 76.84 |
| MR 426 | Collarenebri to Lightning Ridge | 87.12 |
| MR 437 | Goodooga to HW18 north of Lightning Ridge | 5.19 |
| MR 457 | Collarenebri to Mungindi | 84.70 |
| RR 7516 | Gongolgon to MR333 west of Carinda | 18.69 |
| RR 7716 | Walgett to Pilliga | 99.56 |

SCHEDULE 3

File Nos

RTA: 471.211R

Council:

ROADS AND TRAFFIC AUTHORITY NSW

BLOCK GRANT EXPENDITURE

CERTIFICATE OF EXPENDITURE

To be submitted to RTA by 1 September 2012

Council Name: **Walgett**

Financial Year 1 July 2011 to 30 June 2012

| | |
|---|----|
| Total Grant Approved as per Schedule 1 | \$ |
| Total Payment by RTA | \$ |
| Amount of Grant expended by Council by 30 June 2012 | \$ |
| Amount of Grant unexpended at 30 June 2012 and
subsequently fully expended by 31 July 2012 | \$ |

We certify, in accordance with the terms of the Agreement governing payment of the Grant that:-

- The expenditure shown in this Certificate has been actually and bona fide incurred and relates solely to the work covered by the Grant;
- The work is being/has been executed in accordance with appropriate prevailing standards and conforms with sound engineering practice and legislation in place if any;
- The amount of the Grant that was unexpended at 30 June 2012, if any, has been fully expended by 31 July 2012 in accordance with the terms of this Agreement, and;
- any expenditure under c above is included in Councils Schedule 4A report on Expenditure and Output for 2011/2012.

General Manager: _____ Date: _____

Council Engineer: _____ Date: _____

WALGETT SHIRE COUNCIL AGENDA

SCHEDULE 4A

Regional Road Expenditure and Output Information for 2011/2012

Return to be submitted to RTA Regional Office by 30 September 2012

| | |
|----|------------------------------|
| 1. | Council Name: Walgett |
|----|------------------------------|

Councils are to report all expenditure relating to road works and traffic facilities incurred in 2011/12 on Regional Roads from all sources.

Councils are to provide a breakdown of the total expenditure by four principal funding sources – RTA, Federal Government, Council's own funds and Other Sources (including developer contributions and grants from other agencies).

Councils are to provide a breakdown of the expenditure into key work activities as described below.

| Item | Expenditure on Regional Roads from all Council's funding sources | \$ |
|------|--|----|
| 2.1 | RTA (Block, REPAIR, Disaster Restoration, Road Safety, Traffic Management and other RTA grants) | |
| 2.2 | Federal Government (Federal Financial Assistance and Roads to Recovery Grants, Any other Federal road grants) | |
| 2.3 | Council's own funds | |
| 2.4 | Other Sources (e.g. Developers, other agencies) | |
| 2.5 | Total Expenditure in 2011/12 | |

Breakdown of Expenditure by work activities and output

| Breakdown of Expenditure by Work Activities and Output | | | | | | |
|--|--|-------------------|---|--|--|--|
| Item | Activity | Expenditure
\$ | Output to be reported by council | | | |
| Item 3 - Road Maintenance (excluding bridges) on Regional Roads | | | | | | |
| 3.1 | Routine roadside maintenance.
(route maintenance) | \$ | | | | |
| <i>Includes expenditure on maintenance of the road corridor, excluding the pavement and associated structures. It includes control of pests and noxious weeds within the road reserve, control of vegetation and mowing, landscaping, fire hazard control, litter control plus shoulder grading and drainage cleaning.</i> | | | | | | |
| 3.2 | Routine Pavement maintenance | \$ | | | | |
| <i>Includes expenditure on minor activities to maintain the traffic pavement and shoulders of a road in a safe and trafficable condition, including maintenance of associated structures, and includes pot hole patching, crack sealing and heavy patching.</i> | | | | | | |
| 3.3.1 | Pavement resurfacing
SEALED Roads | \$ | Length of
resurfacing
project
(km) | | Area of
project
(m²) | |
| <i>Includes expenditure on periodic pavement maintenance of sealed roads: - works to preserve pavements by correcting defects in surface integrity other than those treated by routine maintenance or rehabilitation and includes reseals (sprayed seals), asphalt resurfacing, pavement rejuvenation and micro surfacing.</i> | | | | | | |
| 3.3.2 | Pavement resurfacing
UNSEALED Roads | \$ | Length of
resurfacing
project
(km) | | Area of
project
(m²) | |
| <i>Includes expenditure on periodic pavement resurfacing of unsealed roads - gravel re-sheeting.</i> | | | | | | |
| 3.4 | Rehabilitation | \$ | Length of
rehabilitation
project (km) | | Area of
project
(m²) | |
| <i>Includes expenditure on pavement and shoulder restoration and replacement (including resurfacing) (pavement rehabilitation may include shoulder widening).</i> | | | | | | |

WALGETT SHIRE COUNCIL AGENDA

Regional Road Block Grant Agreement 2011/2012

| Item 4 - Route Development of Regional Roads | | | |
|--|---|----|---|
| 4.1 | Widening/shoulder sealing | \$ | Length of widening project (km) |
| <i>Includes expenditure on widening formation, and sealing existing shoulders. If undertaken as part of construction and realignment works then include under construction and realignment. If undertaken as part of initial sealing then report under initial sealing.</i> | | | |
| 4.2 | Reconstruction/ Realignment | \$ | Length of reconstruction project (km) |
| <i>Includes expenditure on reconstructing road on amended alignment or to increase traffic or load capacity, excluding construction of new approaches to new bridges. If part of project to undertake initial sealing, then report under Initial Sealing.</i> | | | |
| 4.3 | Initial seals (including reconstruction) | \$ | Length of initial seal project(km) |
| <i>Includes expenditure to prepare (including deviation, widening and/or construction) to seal previously unsealed roads.</i> | | | |
| Item 5 – Bridges On Regional Roads | | | |
| 5.1 | Bridge maintenance | \$ | Deck area maintained (m ²) |
| <i>Includes expenditure on bridge maintenance, inspections, and painting other than expenditure on new bridge construction.</i> | | | |
| 5.2 | Bridge restoration and replacement, excluding significant approach roadworks | \$ | Describe location and work |
| <i>Includes expenditure, size and location of new bridges completed or under construction excluding cost of significant new approach roads.</i> | | | |
| 5.3 | Significant roadworks to provide approaches to new bridges. | \$ | |
| <i>Includes expenditure on construction cost of significant new or replacement approach roads to new bridges.</i> | | | |
| Item 6 - Safety and Traffic Works on Regional Roads | | | |
| 6 | Safety and traffic works on Regional Roads | \$ | Describe any key new works |
| <i>Includes routine expenditure on maintaining and improving safety and traffic works such as linemarking, signage, traffic facilities, guardrail and cycleways.
Includes construction of new facilities such as roundabouts, new guardrail, pedestrian refuges, traffic signals, busbays.
Exclude works on intersections between State and Regional Roads. Include works on intersections between Regional and Local Roads.</i> | | | |
| Item 7 - Natural Disaster Restoration Works on Regional Road | | | |
| 7 | Natural Disaster Restoration Works | \$ | |
| <i>Includes expenditure on any works not captured under the above activities, undertaken to repair damage to roads or traffic facilities from natural disasters.</i> | | | |
| Item 8 – Other | | | |
| 8 | Other works on Regional Roads | \$ | Describe |
| <i>Includes any other expenditures on PHYSICAL works not included above.
Do NOT include expenditure on street lighting, Road Safety Officers, loan repayments, footpath maintenance, traffic surveys, asset surveys.</i> | | | |
| 9 | Total Expenditure on Regional Roads | \$ | Must equal to total amount reported at item 2.5 above |

Schedule 4B

Regional Roads Inventory Statement as at 30 June 2012

Return to be submitted to RTA Regional Office by 30 September 2012

Note 1 All Data must be provided except in the case of no change from the previous year's return. In that circumstance please note no change and attach the previous year's return.

| | |
|-------------------------|----------------|
| I. Council Name: | Lithgow |
|-------------------------|----------------|

| | Road Data as at 30 June 2011 | | | | | Traffic Data | | |
|-------------------------------|-------------------------------|--------------------|----------------------|----------------|--|---|----------------------------|------------------------------------|
| | R1 | R2 | R3 | R4 | R5 | T1 | T2 | T3 |
| List Each Road by RTA Road No | Total centre line length (km) | Sealed length (km) | Unsealed Length (km) | Area Sealed | Total lane kilometres (include lanes available for travel, do not include turn lanes or shoulders) | Estimated weighted average annual daily traffic | Estimated % heavy vehicles | Estimated number of heavy vehicles |
| | km | km | km | square metres | lane-km | | % | |
| 531 | 23.38 | 23.38 | 0 | 140,280 | 46.76 | 1860 | 15 | 279 |
| Total | 23.38 | 23.38 | 0 | 140,280 | 46.76 | | | |

Note 2 Provide basis for determination of traffic data

| | | | |
|---|--------|------------|-----------------------------------|
| Bridges | | | |
| Timber Bridges available to traffic as at 30 June 2011 | | | |
| B.1 | Length | Deck width | area |
| List of timber bridges/culverts over 6 metres length (predominantly timber) showing name of bridge, name of stream, road no, length of bridge, width of deck. | | Metres | Bridge deck area - m ² |
| | Nil | | |
| Total | | | |

| | | |
|---------------------------|--|-------------------|
| Non Timber Bridges | | |
| B.3 | Total number of non timber bridges/culverts over 6 metres length (materials predominantly other than timber) | 8 |
| B.4 | Total deck area of non timber bridges | 700m ² |

Schedule 4B

Regional Roads Inventory Statement as at 30 June 2012

Return to be submitted to RTA Regional Office by 30 September 2012

Note 1 All Data must be provided except in the case of no change from the previous year's return. In that circumstance please note no change and attach the previous year's return.

| I. Council Name: | | Walgett | | | | | | |
|-------------------------------|-------------------------------|--------------------|----------------------|------------------|--|---|----------------------------|------------------------------------|
| | Road Data as at 30 June 2011 | | | | | Traffic Data | | |
| | R1 | R2 | R3 | R4 | R5 | T1 | T2 | T3 |
| List Each Road by RTA Road No | Total centre line length (km) | Sealed length (km) | Unsealed Length (km) | Area Sealed | Total lane kilometres (include lanes available for travel, do not include turn lanes or shoulders) | Estimated weighted average annual daily traffic | Estimated % heavy vehicles | Estimated number of heavy vehicles |
| | km | km | km | square metres | lane-km | | % | |
| 202 | 7.03 | 0.4 | 6.63 | 2,800 | 14.06 | 230 | 27 | |
| 329 | 77.45 | 77.45 | 0 | 576,268 | 154.90 | 110 | 37 | |
| 333 | 80.96 | 75.96 | 5 | 544,340 | 161.92 | 90 | 59 | |
| 383 | 25.50 | 25.50 | 0 | 196,500 | 51.00 | 70 | 75 | |
| 402 | 76.84 | 76.84 | 0 | 742,555 | 153.68 | 170 | 20 | |
| 426 | 87.12 | 10.13 | 76.99 | 75,975 | 174.24 | 170 | 12 | |
| 437 | 5.19 | 5.19 | 0 | 36,330 | 10.38 | 130 | 25 | |
| 457 | 84.70 | 30.50 | 54.20 | 227,120 | 169.40 | 50 | 25 | |
| 7516 | 18.69 | 0 | 18.69 | 0 | 37.38 | 50 | 25 | |
| 7716 | 99.56 | 23.37 | 76.19 | 163,590 | 199.12 | 70 | 29 | |
| Total | 563.04 | 325.34 | 237.70 | 2,565,478 | 1126.08 | | | |

Note 2 Provide basis for determination of traffic data

| Bridges | | | | | |
|---|------|---------------|--------|------------|-----------------------------------|
| Timber Bridges available to traffic as at 30 June 2011 | | | | | |
| B.1 | | | Length | Deck width | area |
| List of timber bridges/culverts over 6 metres length (predominantly timber) showing name of bridge, name of stream, road no, length of bridge, width of deck. | | | | Metres | Bridge deck area - m ² |
| | 7516 | Blacks Bridge | 24.10 | 4.90 | 118.09 |
| | 7716 | Wangan Creek | 35.45 | 5.00 | 177.25 |
| Total | | | 59.55 | | 295.34 |

| Non Timber Bridges | | |
|---------------------------|--|--------------------|
| B.3 | Total number of non timber bridges/culverts over 6 metres length (materials predominantly other than timber) | 9 |
| B.4 | Total deck area of non timber bridges | 2400m ² |

Reports of Committees

Nil

Questions for the next Meeting

To be determined at the meeting

Confidential Reports/Closed Council meeting

Nil

Close of Meeting