



# **AGENDA FOR ORDINARY COUNCIL MEETING**

**TUESDAY, 23 November 2010**

**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 **Tuesday 23 November 2010**, commencing at 10.00am to discuss the items listed in the Agenda.

- Please note that there will be a bus leaving the back of the Council Chambers at 8:30am
- It is proposed to inspect the Burren Junction Bore Baths and Burren Junction Crossing site at the conclusion of the Meeting

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** ..... 5
8. **Reserve Trust Management Committee Reports**
9. **Mayoral Minutes** ..... Nil
10. **Motions of which Notice has been given** ..... Nil
11. **Presentation of Petitions**
12. **Councillor's Questions with Notice** ..... Nil
13. **Reports of Delegates and Representatives** ..... Nil
14. **Reservation of items for Debate**
15. **Reports of Officers**

### **GENERAL MANAGER**

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### **DIRECTOR CORPORATE AND COMMUNITY SERVICES**

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

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### **DIRECTOR URBAN INFRASTRUCTURE SERVICES**

- 21. AFM – Water Restriction Policy Review ..... 139
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- 23. Matters Generally for Brief Mention or Information Only from Director Urban Infrastructure Services..... 151

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

### **17. Questions without notice from Councillors**

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

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



### 3. Apologies

Nil

### 6. Declaration of Pecuniary/Non Pecuniary Interests

### 7. Confirmation of Minutes



## **WALGETT SHIRE COUNCIL MINUTES**

**26 October 2010**

**DON RAMSLAND**  
*General Manager*

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

|                                                                                                                                                                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE<br/>WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 26 OCTOBER 2010<br/>COMMENCING AT 10.02AM</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### **PRESENT**

|                   |                                                     |
|-------------------|-----------------------------------------------------|
| Clr I Woodcock    | (Mayor)                                             |
| Clr G Colless     | (Deputy Mayor)                                      |
| Clr L Walford     |                                                     |
| Clr R Greenaway   |                                                     |
| Clr G Murray      |                                                     |
| Clr M Martinez    |                                                     |
| Clr J Keir        |                                                     |
| Clr K Smith       |                                                     |
| Mr D Ramsland     | (General Manager)                                   |
| Mr I Taylor       | (Director, Rural Infrastructure & Support Services) |
| Mr M Goodwin      | (Director, Planning and Regulatory Services)        |
| Mr F Coralde      | (Director, Urban Infrastructure Services)           |
| Ms Carole Medcalf | (Director Corporate & Community Services)           |
| Mrs D Parker      | (Minute Secretary)                                  |

#### **Welcome to Visitors**

The Mayor welcomed Carole Wright and Country Energy representatives to the meeting and acknowledged the traditional owners of the land.

#### **Apologies**

Clr David Lane

#### **Public Forum Presentations**

##### **Country Energy:**

- Peter Halliwell spoke on the need for an increase in pricing due to a need for investment in infrastructure.
- Mr Halliwell also advised that Country Energy would be supplying Walgett and Lightning Ridge libraries with 2 or 3 power mate devices each, which can be borrowed by patrons.
- Mr Halliwell also reinforced that safety should always come first when dealing with power.

##### **Ms Carole Wright spoke on the following matters:**

- Ms Wright presented a petition in relation to the Wangdon Bridge and the safety concerns of the residents. The petition was handed to Council.
- Ms Wright also spoke in relation to her mail run not being able to get through to towns on her route. The General Manager advised that there is a report being presented at today's meeting in relation to the bridge and that repairs were in the process of being carried out. The General Manager further advised that he would keep Ms Wright up to date with any progress.

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### Mr Steve Cross spoke on the following matters:

- Mr Cross spoke in relation to several residents writing to Council in relation to the state of the roads and not receiving any replies to these queries. The Director of Rural Infrastructure Services advised that he has received several pieces of correspondence and each of these has been replied to.

#### Declaration of Pecuniary/Non Pecuniary Interest

- Councillor Greenaway declared a non-pecuniary interest in Item 2 of the Closed Agenda as he has an acquaintance of the person referred to in the report.
- Councillor Smith declared a pecuniary interest in Item 2 of the Closed Agenda as he is the spouse of the person referred to in the report
- Councillor Woodcock declared a non-pecuniary interest in Item 2 of the Closed Agenda as he is involved in the action referred to in the report.

#### Confirmation of Minutes

##### 312/10 Confirmation of Minutes of Council Meeting 28 September 2010

##### **Motion:**

1. That the minutes of the Council meeting held 28 September 2010 be confirmed.

**Moved:** Clr Keir

**Seconded:** Clr Greenaway

**CARRIED**

#### Reserve Trust Management Committee Reports

Nil

#### Mayoral Minutes

##### 313/10 Walgett Shire Council Mayoral Minute – Tourism Billboards

##### **Motion:**

1. That \$26,800 proposed to be allocated to the Lightning Ridge Billboard committee to be used for the implementation of 14 billboards for Walgett Shire Council be further investigated.
2. That a report and photographs be presented to the November Council meeting.

**Moved:** Clr Greenaway

**Seconded:** Clr Martinez

**CARRIED**

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### **Motion of which Notice has been given**

|                                                                                                                                                          |                                                                               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| <b>314/10</b>                                                                                                                                            | <b>Development of more land and light industrial development in the Shire</b> |
| <b>Motion:</b>                                                                                                                                           |                                                                               |
| That Council investigate the feasibility of developing more land at Walgett and Lightning Ridge for house and light industrial development in the Shire. |                                                                               |
| <b>Moved:</b>                                                                                                                                            | Clr Murray                                                                    |
| <b>Seconded:</b>                                                                                                                                         | Clr Greenaway                                                                 |
| <b>CARRIED</b>                                                                                                                                           |                                                                               |

#### **Presentation of Petitions**

Petition presented in public forum by Ms Carole Wright in relation to the Wangan Bridge.

#### **Councillors Questions with Notice**

##### **Clr Greenaway:**

##### **Question 1:**

Has a quote been accepted for the electrical repairs to the Rowena Hall & what were the details of the successful quote?

##### **Response:**

The General Manager advises that the Rowena Hall projects are in round 2 (\$10,000) and round 3 (\$5,000) of the RLCIP. It is one of the projects where responsibility had recently been transferred from the DCCS to the DUIS. The three quotes obtained for the work range from \$6,000 to \$14,500 (approximately) and in view of the large variation the quotes are being reviewed to ensure that they cover all the costs involved as it is believed some may have been prepared without an actual site visit. If the cost of works exceeds \$10,000, then the acceptance of quotes will be delayed until the agreement for round 3 funding is finalised. The General Manager further advised a revamp of the project will need to take place if the budget is exceeded.

##### **Question 2:**

When will the signs for the primitive camping area which were promised to be erected on the roads from Walgett & Mungindi, be erected?

##### **Response:**

The Director Rural Infrastructure and Support Services advises that my Department has arranged the approval of certain signs by the NSW RTA because it was proposed that they be placed on a State Highway. The signs at Collarenebri have been installed. The signs at Walgett have not been installed because the correct signs have not yet been supplied for installation.

##### **Question 3:**

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

When is council going to remove the damaged carport/lube bay in Wilson Street Collarenebri or are they going to wait until a sheet of iron blows off the building and results in a person being injured or damages a person's property and the council being sued?

**Response:**

The Director Planning & Regulatory Services advises that as per previous advice on this matter, the landowner is responsible for the safety of their premises, not Council. A report has been submitted to the October Council meeting recommending that Council note that a demolition order issued for the premises on 1 September 2010 has not been complied with. The report also notes that Council now can legally undertake the work required by the order, and recommends that Council allocate a budget to enable the building to be demolished.

**Question 4:**

When is the annual meeting of Namoi House going to be held?

**Response:**

The Director Corporate & Community Services advised as soon as audit is received from auditor

**Clr Keir**

**Question 1:**

Where we are up to with repairs to Shire road 7716 Walgett Pilliga road, most importantly the side track for the Wangan bridge & the small bridge which is due to be demolished on the Walgett end at the 20km point?

**Response:**

The Director Rural Infrastructure & Support Services advises that some work has been completed in preparation for the demolition of 13 Mile Bridge and to minimise delays by wet weather. It is proposed to raise the height of the Wangan Side Track, but we are not in a position to confirm a time for commencement of these works.

**Question 2:**

Where are the bridge contractors are up to with the replacement of the 7 bridges particularly the Epping bridges off SR 7716?

**Response:**

The Director Rural Infrastructure & Support Services advises that they are working on the bridges concurrently. The deck is complete on 26 Mile, piles are complete on Sparkes, and Cumberdoon and Epping bridges are ready for piling. All bridges have trafficable side tracks at the time of writing. The piling subcontractor should be available Monday 18 October. The intention is to pile the Epping bridges first unless wet weather prohibits access when they arrive (as was the original plan). Then Cumberdoon and Castlereagh Bridges will be piled in that order. Preparation works are in place jointly with the contractor to prepare the Castlereagh site for piling even if the river rises to 1m (it is currently at 0.2m).

## WALGETT SHIRE COUNCIL AGENDA

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#### Question 3:

Some time ago at a Council meeting we put aside money, I think \$30k for a feasibility study to upgrade SR 7716, has this been completed?

#### Response:

The Director Rural Infrastructure & Support Services advises that referring to the Rural Infrastructure and Support Services Capital Works Program 2010/2011. This project is currently in line with that program, although it is unlikely that the Brief would be issued prior to January 2011.

### **Reports of Delegates and Representatives**

Nil

### **Reservation of items for Debate**

Nil

### **Reports of Officers**

#### **315/10      Circulars received from the Division of Local Government – October 2010**

##### **Motion:**

1. That the information contained in the Departmental circulars 10-23 to 10-24 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:**        Clr Colless

**Seconded:**    Clr Keir

**CARRIED**

#### **316/10      Circulars received from the Local Government and Shires Association of NSW – October 2010**

##### **Motion:**

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

**Moved:**        Clr Keir

**Seconded:**    Clr Greenaway

**CARRIED**



## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### 317/10 Monthly Calendar – October 2010

**Motion:**

1. That Council note the regular monthly calendar as an agenda item to the monthly meeting.

**Moved:** Clr Greenaway

**Seconded:** Clr Smith

**CARRIED**

#### 318/10 Review of Council Policies and Procedures

**Motion:**

That Council endorse the recommendation of the General Manager and note that the revised approach to the format of Policies, Codes and standard operating procedures will be progressively introduced when the various documents are revised.

**Moved:** Clr Keir

**Seconded:** Clr Martinez

Director Corporate and Community Services advised that it is a requirement to have these policies kept in separate formats

**CARRIED**

#### 319/10 Draft Community Strategic Plan - Progress

**Motion:**

That the report be received and noted and a workshop to review the draft document be held following the October, 2010 meeting.

**Moved:** Clr Smith

**Seconded:** Clr Keir

**CARRIED**

#### 320/10 Reporting on Disclosure Returns

**Motion:**

That Council receive and note the General Manager's report.

**Moved:** Clr Martinez

**Seconded:** Clr Greenaway

**CARRIED**

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### **321/10 Works Programmes – 2010/2011**

**Motion:**

That the report be received and noted and the various works programmes be adopted.

**Moved:** Clr Greenaway

**Seconded:** Clr Keir

**CARRIED**

#### **322/10 Council decisions Action Report – 28.09.10**

**Motion:**

1. That the report be received.

**Moved:** Clr Colless

**Seconded:** Clr Murray

**CARRIED**

#### **323/10 Matters Generally for Brief Mention or Information only from General Manager – October 2010**

**Motion:**

1. That the matters listed by the General Manager for brief mention or information only be received and noted wording of the recommendation here

**Moved:** Clr Murray

**Seconded:** Clr Keir

**CARRIED**

#### **324/10 Debt Recovery Progress Report**

**Motion:**

1. That Council note the Debt Recovery Flow Report and the Summary Report Information Comparison Graph.

**Moved:** Clr Keir

**Seconded:** Clr Greenaway

**CARRIED**



## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### **325/10 Report on Youth Development and Services – July to September 2010**

**Motion:**

1. That the quarterly report on Youth Development and Services for the period July – September 2010 be noted.

**Moved:** Clr Keir

**Seconded:** Clr Murray

**CARRIED**

#### **326/10 Community Development and Tourism Quarterly Report (July – September 2010)**

**Motion:**

1. That the Community Development and Tourism quarterly report (July – September 2010) be received and noted

**Moved:** Clr Colless

**Seconded:** Clr Keir

**CARRIED**

#### **327/10 Cash on Hand and Investment Report as at 30 September 2010**

**Motion:**

1. That the cash on hand and investment report as at 30 September 2010 be received.

**Moved:** Clr Greenaway

**Seconded:** Clr Colless

**CARRIED**

#### **328/10 Development and Complying Development Certificate Applications**

**Motion:**

That Walgett Shire Council resolve to:

1. Note the report on Complying Development Certificate and Development Applications dealt with under delegated authority by the Director Planning and Regulatory Services or General Manager during September 2010.

**Moved:** Clr Keir

**Seconded:** Clr Murray

**CARRIED**

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

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| <b>329/10</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Development Application – Fuel Tank &amp; Light Tower</b> |
| <b>Motion:</b><br><br>That Walgett Shire Council resolve to:<br><br>1. Approve Development Application 2010/036 lodged by Walgett Shire Council for a containerised self bunded fuel tank and light tower at Lot 102, DP 1146582, Euroka Street, Walgett subject to the conditions of development consent recommended by council's Director of Planning & Regulatory Services.<br><br><b>Moved:</b> Clr Smith<br><b>Seconded:</b> Clr Keir<br><br><b>For:</b><br><br>Clr Keir, Clr Smith, Clr Woodcock, Clr Greenaway, Clr Murray, Clr Walford, Clr Colless, Clr Martinez<br><br><b>Against:</b><br><br>Nil<br><br>(Note: Clr Lane an apology)<br><br><b>CARRIED</b> |                                                              |
| <b>330/10</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Development Application – Dementia Day Care Centre</b>    |
| <b>Motion:</b><br><br>That Walgett Shire Council resolve to:<br><br>1. Approve Development Application 2010/027 for a Dementia Day Care Centre at Lot 3 in DP 1100315, Pandora Street, Lightning Ridge subject to the conditions of development consent recommended by council's Town Planning staff.<br><br><b>Moved:</b> Clr Keir<br><b>Seconded:</b> Clr Walford<br><br><b>For:</b><br><br>Clr Keir, Clr Smith, Clr Woodcock, Clr Greenaway, Clr Murray, Clr Walford, Clr Colless, Clr Martinez<br><br><b>Against:</b><br><br>Nil<br><br>(Note: Clr Lane an apology)<br><br><b>CARRIED</b>                                                                        |                                                              |

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### 331/10 Urban Addressing at Lightning Ridge

##### **Motion:**

That Walgett Shire Council resolve to:

1. Note the report on Urban Addressing at Lightning Ridge, as prepared by Council's Geographic Information Systems Coordinator.
2. Note that in circumstances where buildings at Lightning Ridge are not clearly identified by a correct street number and there is an adequate established address system in place, letters will be sent to the landholder to:
  - (a) Notify them of their correct street number.
  - (b) Request that they affix the correct street number, as supplied by Council, in a readily visible place.
3. Engage in public consultation for at least one month regarding a proposal to change some street numbers in Pandora and Harlequin Streets, Lightning Ridge so that additional numbers can be allocated within each street. Consultation will include:
  - (a) Advertisements in Council's newspaper column in the Ridge News.
  - (b) Making available an information package available via the Walgett Shire Council Chambers, Lightning Ridge Library, Trans Cultural Community Council office and Council's web site.
  - (c) Informing affected landowners of proposed renumbering via a letter personally delivered by Council's GIS Coordinator, where practical.
  - (d) Informing service providers of the proposed renumbering via a letter personally delivered by Council's GIS Coordinator, where practical. Service providers shall include the Police, Ambulance, Fire Service, SES, RFS, Country Energy and Telstra.
  - (e) Inviting writing submissions on the proposed renumbering.
4. Consider all written submissions received on the proposal to change some street numbers in Pandora and Harlequin Streets, Lightning Ridge prior to making any decision regarding the proposal.
5. Endorse the acquisition and distribution of street number plates to building owners in Lightning Ridge.

**Moved:** Cllr Colless

**Seconded:** Cllr Smith

**CARRIED**

12.09pm Cllr Keir left the meeting

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### 332/10 Stormwater and Drainage Valuation Report

**Motion:**

1. Council note and accept the Footpath Valuation Report 2010.
2. Council note the Section 8: Improvement Plan of the Footpath Valuation Report 2010.
3. Council approve, in principle, to prepare a 20-Year Footpath Asset Management Plan in 2011-12.
4. Council to consider allocating \$80,000 fund for the global stormwater and drainage modelling plan during the formulation of 2011-12 budget preparation.

**Moved:** Clr Walford

**Seconded:** Clr Keir

**CARRIED**

12.10pm Clr Walford left the meeting

12.11pm Clr Keir returned to the meeting

#### 333/10 Matters Generally for Brief Mention or Information only from Director Urban Infrastructure Services

**Motion:**

1. That the matters listed by the Director Urban Infrastructure Services for brief mention or information only be received and noted wording of the recommendation here.

**Moved:** Clr Smith

**Seconded:** Clr Greenaway

**CARRIED**

12.14pm Clr Walford returned to the meeting

12.14pm Clr Smith left the meeting

#### 334/10 Retention of Flats Located at 32 Euroka Street, Walgett

**Motion:**

2. That Council withdraw the flats located at 32 Euroka Street, Walgett from the market for sale and remove the "For Sale" signs immediately.

**Moved:** Clr Keir

**Seconded:** Clr Colless

**CARRIED**

12.16pm Clr Smith returned to the meeting

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

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|---------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>335/10</b> | <b>Matters Generally for Brief Mention or Information only from Director Rural Infrastructure &amp; Support Services – October 2010</b> |
|---------------|-----------------------------------------------------------------------------------------------------------------------------------------|

**Motion:**

1. That the matters listed by the Director Rural Infrastructure & Support Services for brief mention or information only be received and noted.

**Moved:** Clr Greenaway

**Seconded:** Clr Walford

**CARRIED**

### **Questions without Notice**

**Clr Woodcock:**

**Question 1:**

Could Council possibly put on an event in honour of Peter Waterford for his previous services as a Councillor?

**Response:**

The General Manager advised that he would arrange an event in co-ordination with the Mayor.

|               |                                           |
|---------------|-------------------------------------------|
| <b>336/10</b> | <b>Event in Honour of Peter Waterford</b> |
|---------------|-------------------------------------------|

**Motion:**

That Council investigate the possibility of having a testimonial gathering in honour of Peter Waterford for his previous service as a Councillor.

**Moved:** Clr Keir

**Seconded:** Clr Greenaway

**CARRIED**

**Clr Murray**

**Question 1:**

With regard to the Rural Financial Counsellor's resignation, has there been someone else appointed in the position here in Walgett?

**Response:**

The General Manager advised that he had spoken with Jeff Caldbeck who advises that they were in the process of approaching a previous applicant to fill the vacancy.

12.45pm Clr Murray left the meeting

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

#### **Clr Keir**

##### **Question 1:**

What is happening with the Come by Chance hall in regard to the Regional Infrastructure projects for Round II and Round III?

##### **Response:**

The General Manager advised that he is in the process of revamping these programs at the moment as the electrical work was completed before the grant funds became available.

#### **Clr Greenaway**

##### **Question 1:**

With regard to the driveway that leads into the Club in Collarenebri, when will the work be done here?

##### **Response:**

The Director of Rural Infrastructure Services advised that he will take this question on notice.

##### **Question 2:**

With regard to Shire Road 14, are there any plans to grade this road?

##### **Response:**

The Director of Rural Infrastructure Services advised that he will take this question on notice.

12.47pm Clr Murray returned to the meeting

12.47pm Clr Colless left the meeting

#### **Clr Smith:**

##### **Question 1:**

At the 12km mark on the Gwydir Highway coming from Collarenebri there is a section of road which runs for about 1km which has broken up on the outsides. Is this problem being addressed?

##### **Response:**

The Director of Rural Infrastructure Services advised that he will take this question on notice.

12.50pm Clr Keir left the meeting

12.50pm Clr Colless returned to the meeting

##### **Question 2:**

What is involved in moving a ramp located on a Shire road?

##### **Response:**



## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

The Director of Rural Infrastructure Services advised that Council would need to be advised as there are OH & S concerns when carrying out this work. The job would then be attended to when there is availability in the works schedule.

12.55pm Cllr Keir returned to the meeting

|                                                                                                                                                                 |                          |        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------|
| 337/10                                                                                                                                                          | Move into closed session | 1.33pm |
| <b>Motion:</b>                                                                                                                                                  |                          |        |
| That the public be excluded from the meeting pursuant to Sections 10A (2)(a)(b) and (c) of the Local Government Act 1993 on the basis that the items deal with: |                          |        |
| (a) personnel matters concerning particular individuals (other than councillors)                                                                                |                          |        |
| (b) the personal hardship of any resident or ratepayer                                                                                                          |                          |        |
| (c) information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.          |                          |        |
| <b>Moved:</b>                                                                                                                                                   | Clr Murray               |        |
| <b>Seconded:</b>                                                                                                                                                | Clr Walford              |        |
| <b>CARRIED</b>                                                                                                                                                  |                          |        |

|                                                                                                                                                                                                                                                           |                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <b>338/10</b>                                                                                                                                                                                                                                             | <b>Review of Organisational Structure</b> |
| <b>Motion:</b>                                                                                                                                                                                                                                            |                                           |
| 1. That Council endorse the recommendation of the General Manager for changes to the following:                                                                                                                                                           |                                           |
| a. transfer of the functional areas of Economic Development and Legal Services, associated staff resources and committee responsibilities to the General Manager as these are areas where he has considerable experience and can hit the ground running.: |                                           |
| b. Creation of the following positions:                                                                                                                                                                                                                   |                                           |
| * Rural Infrastructure and Support Division - a Contracts Administration Engineer, an Administrative Services Co-ordinator and a Design Engineer.                                                                                                         |                                           |
| * Urban Infrastructure Division - a short term Project Co-ordinator                                                                                                                                                                                       |                                           |
| 2. That funding sources for these positions be identified in conjunction with the quarterly financial review for the period ending 30 September, 2010 when it is placed before Council for consideration in November                                      |                                           |
| 3. And the proposals be referred to the next Award Consultative Committee for comment and appropriate action be taken following receipt of those comments.                                                                                                |                                           |
| <b>Moved:</b>                                                                                                                                                                                                                                             | Cllr Colless                              |
| <b>Seconded:</b>                                                                                                                                                                                                                                          | Cllr Greenaway                            |
| <b>CARRIED</b>                                                                                                                                                                                                                                            |                                           |

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

1.40pm Clr Smith and Clr Woodcock left the meeting

| 339/10                                                                          | Industrial Dispute Hearing |
|---------------------------------------------------------------------------------|----------------------------|
| <b>Motion:</b>                                                                  |                            |
| 1. That Walgett Shire Council receives and notes the report.                    |                            |
| <b>Moved:</b>                                                                   | Clr Colless                |
| <b>Seconded:</b>                                                                | Clr Keir                   |
| Clr Greenaway requested that it be noted that he voted against this resolution. |                            |
| <b>CARRIED</b>                                                                  |                            |

1.55pm Clr Smith and Clr Woodcock returned to the meeting

| 340/10                                                                                                                                                            | Offer from Pallier regarding Assessment 6312 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| <b>Motion:</b>                                                                                                                                                    |                                              |
| That Council adopt option 1 and accept the offer of \$4,000 and write off the remaining rates and charges under part 5 Division 3 Section 131 of the Regulations. |                                              |
| <b>Moved:</b>                                                                                                                                                     | Clr Colless                                  |
| <b>Seconded:</b>                                                                                                                                                  | Clr Greenaway                                |
| <b>CARRIED</b>                                                                                                                                                    |                                              |

| 341/10                                 | Derelict Buildings, Herbert St, Collarenebri                                                                                                                                                                                                                              |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Motion:</b>                         |                                                                                                                                                                                                                                                                           |
| That Walgett Shire Council resolve to: |                                                                                                                                                                                                                                                                           |
| 1.                                     | Note that order 2 under section 121B of the Environmental Planning and Assessment Act 1979 issued by Walgett Shire Council on 1 September 2010 to the landowners requiring the demolition of a derelict car port located on lot 1, DP 186099 in Wilson St., Collarenebri. |
| 2.                                     | Note that the Insolvency Trustee Service Australia and Oliver David Cridge, as the landowners of lot 1, DP 186099, have not made any written submissions or complied with the order requiring the demolition of the derelict car port.                                    |
| 3.                                     | Establish a new budget expenditure line item for \$2,000 titled "Demolition - Wilson St Collarenebri" and reduce the existing budget of \$53,192 for the Walgett Airport Pesticide Pit Remediation by \$2,000.                                                            |



## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

4. Request that the General Manager arrange for the demolition of the derelict carport located on lot 1, DP 186099 in Wilson St., Collarenebri by a suitably experienced and insured party.

**Moved:** Clr Smith  
**Seconded:** Clr Greenaway

**CARRIED**

#### 342/10 Professional Fee Proposal – Aboriginal Water and Sewerage Program

**Motion:**

1. Council accept the offer from NSW Office of Water (NOW) to manage the three Aboriginal Water and Sewerage Systems for 12 months effective 30 October 2010.
2. Council accept the offer from NSW Office of Water to collect a lump sum management fee of \$36,763.70 including GST, which is equivalent to 15% of BHC Plumbing Contractors proposal of \$245,091.55 including GST.

**Moved:** Clr Colless  
**Seconded:** Clr Walford

**CARRIED**

#### 343/10 Open Session 2.05pm

**Motion:**

1. That Council return to Open Session.

**Moved:** Clr Keir  
**Seconded:** Clr Walford

**CARRIED**

#### 344/10 Adoption of Reports

**Motion:**

That Council adopt the following reports of the Closed Committee:

1. Industrial Dispute Hearing
2. Offer from Pallier regarding Assessment 6312
3. Derelict Buildings, Hebert St, Collarenebri
4. Professional Fee Proposal – Aboriginal Water and Sewerage Program

**Moved:** Clr Colless  
**Seconded:** Clr Keir

**CARRIED**

## WALGETT SHIRE COUNCIL AGENDA

### WALGETT SHIRE COUNCIL MINUTES

| 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: |              |            |               |
| Carole Medcalf                                                                                                                                                                                          | Fred Coralde | Ian Taylor | Lianne Tasker |
| Matthew Goodwin                                                                                                                                                                                         |              |            |               |

The meeting closed at 2.08pm

To be confirmed at the meeting of Council to be held on Tuesday 23<sup>rd</sup> November 2010

\_\_\_\_\_  
Mayor

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

### Confirmation of Minutes of Council Meeting 26 October 2010

#### Recommendation:

That the Minutes of the Council meeting held 26 October 2010 be confirmed.

#### Moved:

#### Seconded:

**8. Reserve Trust Management Committee Reports**

Nil

**9. Mayoral Minutes**

Nil

**10. Motions of which Notice has been given**

Nil

**11. Presentation of Petitions**

Nil

**12. Councillors Questions with Notice**

Nil

**13. Reports of Delegates and Representatives**

Nil

**14. Reservation of items for Debate**

Nil

## 15. Reports of Officers

### 1. CIRCULARS RECEIVED FROM THE LOCAL GOVERNMENT DEPARTMENT OF PREMIER AND CABINET – NOVEMBER 2010

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

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#### **Summary:**

Copies of circulars received 10-25 to 10-27 from the Local Government Division Department of Premier and Cabinet are attached for Councillors information.

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

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

#### 10/25 – Draft quarterly Budget Review Statement and Long Term Financial Plan Guidelines

*Copies of draft documents are being circulated to Councillors for comment under separate cover. Councillors are reminded that they need to make any comment as soon as possible as the Division requires a response by 19 November 2010.*

#### 10/26 – Misuse of Council Resources

*The circular is a reminder with regards the misuse of Council resources and seems to have been issued ahead of the coming State election in March 2011 where various people from local government could be involved in political campaigning.*

#### 10/27 – Draft Guidelines for the Appointment and Oversight of General Managers

*Copies of the draft guidelines are being circulated to all councillors under separate cover. The deadline for comments is 17 December 2010.*

It is proposed to list all the circulars received from the Local Government Division each month so that all councillors are aware of the various issues being raised at a Departmental level.

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

Nil

#### **Stakeholders:**

Councillors  
Walgett Shire Council staff

## WALGETT SHIRE COUNCIL AGENDA

### Financial Implications:

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

#### Circulars received from the Division of Local Government – November 2010

##### Recommendation:

1. That the information contained in the Departmental circulars 10-25 to 10-27 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:**

**Seconded:**

### Attachments:

- Circular No 10/25 – Draft quarterly Budget Review Statement and Long Term Financial Plan Guidelines
- Circular No 10/26 – Misuse of Council Resources
- Circular No 10/27 – Draft Guidelines for the Appointment and Oversight of General Managers



Circular No. 10/25  
Date 13 October 2010  
Doc ID. A222973

Contact Marilyn McAuliffe  
02 4428 4141  
marilyn.mcauliffe@dlg.nsw.gov.au

## **DRAFT QUARTERLY BUDGET REVIEW STATEMENT AND LONG TERM FINANCIAL PLAN GUIDELINES**

Draft guidelines for the Quarterly Budget Review Statement and Long Term Financial Plan have now been released for comment.

### **Quarterly Budget Review Statement (QBRS)**

The first draft of the Quarterly Budget Review Statement (QBRS) document was issued in May 2010 to councils and others in the local government sector. The Division of Local Government (the Division) received a large number of submissions in response.

After consideration of the comments received, the draft guidelines have been revised. They are now being re-issued for comment prior to finalisation and implementation. General Managers should ensure that councillors are given an opportunity to review and comment on the document, as they are in a position to gain the most from this initiative.

The requirements in the revised draft document have been simplified to ensure that councils are able to comply with the new provisions while providing councillors with sufficient information on which to make informed decisions.

### **Long Term Financial Plan (LTFP)**

Councils implementing Integrated Planning and Reporting (IP&R) are required to develop a long term financial plan. To assist councils in developing a 10 year LTFP, the Division has developed a guidance paper. The paper will become an annexure to the Resourcing Strategy section of the IP&R Manual issued earlier this year.

The LTFP document is being released as a draft to allow councils and other interested parties to provide comment and feedback on the content of the document.

Councils that have already developed their LTFPs are encouraged to provide comment, having already worked through the LTFP development process.

The draft guidance documents are available on the Division's website at [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au).

Comments on both papers are to be emailed to the Division of Local Government via email to [finance@dlg.nsw.gov.au](mailto:finance@dlg.nsw.gov.au) by close of business on **Friday, 19 November 2010**.

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

Department of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
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E [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au) W [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au) ABN 99 567 863 195



Circular No. 10-26  
Date 5 November 2010  
Doc ID. A223170

Contact Wendy Forrester  
02 4428 4172  
wendy.forrester@dlg.nsw.gov.au

## MISUSE OF COUNCIL RESOURCES

The purpose of this circular is to remind council officials of their obligations with respect to the proper use of council resources.

The improper use of council-branded resources has the potential to seriously damage the reputation of, and erode public confidence in, a council.

Councillors are reminded that section 6.1 of the Model Code of Conduct requires that they must not conduct themselves in a manner likely to bring the council or holders of civic office into disrepute.

The Division's *Councillor Guide* (2008) advocates that, in their dealings with the public or the media, councillors should make it clear whether they are acting on behalf of the council and/or in their representative capacity as an individual councillor. A good practice that has emerged among councils which provide "councillor letterhead", with or without the council crest, for use by councillors in their representative capacity is the inclusion of a disclaimer to make clear that the views expressed in that document are those of the councillor and do not necessarily reflect the views of the council. This approach is supported by the Division.

The use of council resources for election campaigning purposes may represent a breach of the *Local Government Act 1993*, the *Model Code of Conduct for Local Councils in NSW* and, in relation to councillors, the *Guidelines for the Payment of Expenses and the Provision of Facilities for Mayors and Councillors for Local Councils in NSW*. Such misuse can expose councils and councillors to serious consequences.

Council officials, including councillors, must be scrupulously honest in the use of all council resources, including council's human resources, motor vehicles, information, telecommunications equipment, internet, computer facilities, website, stationery and printing facilities.

In the lead up to the State election in March 2011, for which council officials may be nominating as candidates, particular attention is drawn to the Model Code of Conduct which provides that the interest of a councillor in their re-election to public office is considered to be a personal interest.

Division of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
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The Model Code of Conduct also requires that council officials must:

- not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for themselves, or any other person or body, from the use of council information or other resources
- use council resources ethically, effectively, efficiently and carefully in the course of their public or professional duties, and must not use them for private purposes (unless such use is lawfully authorised and proper payment is made where appropriate)
- avoid any action or situation which could create the impression that council property, official services or public facilities are being improperly used for their own or any other person or body's private benefit or gain
- not convert any property of the council to their own use unless properly authorised.

Behaviour contrary to the provisions of the Model Code of Conduct may result in action by a council under its code of conduct and by the Division and other regulatory agencies, such as the Independent Commission Against Corruption and the NSW Ombudsman.

Additional guidance can be found in the Independent Commission Against Corruption publication, *No excuse for misuse – preventing misuse of council resources*.

General Managers must ensure that councillors and staff are aware of their responsibilities in relation to the use of council resources and that control mechanisms are in place to ensure that resources are used appropriately. General Managers should promptly bring this circular to the attention of all councillors and council staff.

The Division has previously issued advice to councils on the matter of the misuse of council resources (Circulars 08-24, 06-64, 04-01, 02-34 refer). These Circulars, the *Councillor Guide*, the *Model Code of Conduct for Local Councils in NSW* and the *Guidelines for the Payment of Expenses and the Provision of Facilities for Mayors and Councillors in NSW* are available on the Division's website at [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au).



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





Circular No. 10/27  
Date 09 November 2010  
Doc ID. A231636

Contact Alice Leslie  
02 4428 4222  
alice.leslie@dlg.nsw.gov.au

## **DRAFT GUIDELINES FOR THE APPOINTMENT AND OVERSIGHT OF GENERAL MANAGERS**

The Division of Local Government has prepared Guidelines aimed at assisting councillors to be aware of their obligations under the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and the *Standard Contract for General Managers* when recruiting, appointing, reappointing and overseeing general managers.

The Guidelines, which were developed in consultation with the Local Government and Shires Associations and Local Government Managers Australia (NSW), are designed to provide a summary of essential matters that must be addressed by councils when engaging in these processes.

The draft Guidelines for the Appointment and Oversight of General Managers, which are available on the Division's website at [www.dlg.nsw.gov.au](http://www.dlg.nsw.gov.au), have now been released for comment.

Please provide comments on the draft Guidelines to the Division of Local Government via email to [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au) by close of business on **Friday, 17 December 2010**.

It is intended to issue the Guidelines in their final form under section 23A of the *Local Government Act*, which means councils must take the Guidelines into consideration when exercising functions related to the recruitment, oversight and performance management of general managers.

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

Department of Local Government  
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## **2. CIRCULARS RECEIVED FROM THE LOCAL GOVERNMENT AND SHIRES ASSOCIATION OF NSW – NOVEMBER 2010**

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

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### **Summary:**

Copies of weekly circulars received from the Local Government and Shires Association since 26 October 2010 have been distributed to Councillors each week when they are received.

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

Whilst Councillors should be raising any relevant issues, the following items in each circular have been flagged by the General Manager as requiring particular attention of councillors:

#### **Issue 40 – 15/10/10**

13 - Draft Quarterly Budget Review & Long Term Financial Planning  
26 – RTA 2010/2011 Regional Roads Funding Information Paper  
27 – Murray Darling Basin Plan – Guide and Consultation

#### **Issue 41 – 22/10/10**

12 – Executive/Manager Coaching  
19 – 2010 National Local Roads & Transport Congress Communique  
22 – IPART Draft Determination of NOW Water Management Charges

#### **Issue 42 – 29/10/10**

3 – RFS Local Forums for Local Government  
6 – Ratification of the Local Government (State) Award 2010  
14 – RTA Road Maintenance Council Contracts (RMCC)  
15 – RTA Heavy Vehicle Last Mile Risk Workshop

#### **Issue 43 – 5/11/2010**

17 - RTA Road Maintenance Council Contracts (RMCC)  
19 - Water for Life 2010 Council Partnership Kit

#### **Issue 44 – 12/11/2010**

12 - Workshops Calendar – February to June 2011

### **Relevant Reference Documents:**

Nil

### **Stakeholders:**

Councillors  
Walgett Shire Council staff

### **Financial Implications:**

The circulars are a source of information to identify available grant funding.

## WALGETT SHIRE COUNCIL AGENDA

|                                                                                                       |
|-------------------------------------------------------------------------------------------------------|
| <b>Circulars received from the Local Government and Shires Association of NSW<br/>– November 2010</b> |
|-------------------------------------------------------------------------------------------------------|

**Recommendation:**

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

**Moved:**

**Seconded:**

**Attachments:**

Nil

### 3. **MONTHLY CALENDAR - NOVEMBER 2010**

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

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**Summary:**

Monthly calendar of Council activities

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

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

In recent times, some Councillors have missed meetings or not been aware of when they have been scheduled. In addition to requesting outside organisations 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.

**Relevant Reference Documents:**

Nil

**Stakeholders:**

Councillors  
Walgett Shire Council staff

**Financial Implications:**

Nil

| Monthly Calendar – November 2010                                                                                                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That Council note the intention to produce a regular monthly calendar as an agenda item to the monthly meeting.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Calendar for November and December 2010 and January 2011.

# WALGETT SHIRE COUNCIL AGENDA



## STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

### November 2010

| Date of Meeting | Time            | What                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Who                     | Business Paper due Date |
|-----------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------|
| Mon, 1 Nov 10   |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Tue, 2 Nov 10   |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Wed, 3 Nov 10   |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Thu, 4 Nov 10   |                 | Murray Darling Basin Plan Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Dubbo                   |                         |
| Fri, 5 Nov 10   |                 | Murray Darling Basin Plan Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Bourke                  |                         |
| Sat, 6 Nov 10   |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Sun, 7 Nov 10   |                 | Last day for Audited Financial Statements, ABS return & FDR to be lodged – extended to 30/11<br>Last for Lodgment of Statement of Compliance data return                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                         |                         |
| Mon, 8 Nov 10   |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Tue, 9 Nov 10   |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Wed, 10 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Thu, 11 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Fri, 12 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Sat, 13 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Sun, 14 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Mon, 15 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Tue, 16 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Wed, 17 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Thu, 18 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Fri, 19 Nov 10  | 10.00           | RFS Local Government Forum - Dubbo                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Mayor & GM              | External                |
| Sat, 20 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Sun, 21 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Mon, 22 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Tue, 23 Nov 10  | 10.00am         | Council Meeting – 10.00am – Burren Junction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | All Cllrs and Directors | 5.00pm 9 Nov 2010       |
| Wed, 24 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Thu, 25 Nov 10  | 7.30pm – 9.00pm | Collarenebri Community Strategic Plan Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | All Cllrs and Directors |                         |
| Fri, 26 Nov 10  | 7.30pm – 9.00pm | Carinda Community Strategic Plan Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | All Cllrs and Directors |                         |
|                 |                 | Councillor Information Seminar 2 – Cobar                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | All Cllrs and GM        | External                |
|                 |                 | GIPA Workshop                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |                         |
| Sat, 27 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Sun, 28 Nov 10  |                 | Last day to give notice for presentation of Audited Financial reports (S416(2))                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Mon, 29 Nov 10  |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                         |                         |
| Tue, 30 Nov 10  | 7.30pm – 9.00pm | Annual Financial Statements due – extended to 30/11<br>Second quarter rates installment due<br>Last day for DRO to submit budget review to Council (LGR cl203(1))<br>Last day for council to adopt a policy on payment of expenses and provisions of facilities for Mayors & Councillors for 2009/10 (S252) and to include this policy in Council's Annual Report (S428)<br>Government Information (Public Access) Act 2009 annual reporting information to be included in Council's Annual report.<br>Annual Report to be furnished to the Minister (by submitting to the DLG) and posted on Council's website (S428(4))<br>Quarterly report of Management Plan due to Council (S407(1)) (IPR Group 2 & 3 Councils)<br>Lightning Ridge Community Strategic Plan Meeting | All Cllrs and Directors |                         |

Issued 15 November 2010

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# WALGETT SHIRE COUNCIL AGENDA



## STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

### December 2010

| Date of Meeting | Time            | What                                                                                                                                                                                                                                                                                                   | Who                    | Business Paper due Date |
|-----------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|-------------------------|
| Wed, 1 Dec 10   | 7.30pm – 9.00pm | Walgett Community Strategic Plan Meeting                                                                                                                                                                                                                                                               | All Cirs and Directors |                         |
| Thu, 2 Dec 10   |                 | District Emergency Management Committee                                                                                                                                                                                                                                                                | DRISS & Mayor          | External                |
|                 | 2.00pm          | Grants Commission Presentation                                                                                                                                                                                                                                                                         | All Cirs and Directors | Nil                     |
|                 | 7.30pm – 9.00pm | Walgett Community Strategic Plan Meeting                                                                                                                                                                                                                                                               | All Cirs and Directors |                         |
| Fri, 3 Dec 10   |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Sat, 4 Dec 10   |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Sun, 5 Dec 10   |                 | last day for Audited reports to be presented to the public                                                                                                                                                                                                                                             |                        |                         |
| Mon, 6 Dec 10   |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Tue, 7 Dec 10   |                 | Councillor Information Seminar 2 – Bingara                                                                                                                                                                                                                                                             | All Cirs and GM        | External                |
| Wed, 8 Dec 10   |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Thu, 9 Dec 10   |                 | Councillor Information Seminar 2 – Gilgandra (this is the one Walgett representatives should try to attend)                                                                                                                                                                                            | All Cirs and GM        | External                |
| Fri, 10 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Sat, 11 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Sun, 12 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Mon, 13 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Tue, 14 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Wed, 15 Dec 10  |                 | Castlereagh Macquarie County Council Meeting                                                                                                                                                                                                                                                           | Mayor & Clr Greenaway  | External                |
| Thu, 16 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Fri, 17 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Sat, 18 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Sun, 19 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Mon, 20 Dec 10  |                 | Public Meeting – Auditors Presentation                                                                                                                                                                                                                                                                 |                        |                         |
| Tue, 21 Dec 10  | 10.00am         | Council Meeting – 10.00am - Walgett                                                                                                                                                                                                                                                                    | All Cirs and Directors | 5.00pm 7 Dec 2010       |
| Wed, 22 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Thu, 23 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Fri, 24 Dec 10  |                 |                                                                                                                                                                                                                                                                                                        |                        |                         |
| Sat, 25 Dec 10  |                 | Christmas Day – Public Holiday                                                                                                                                                                                                                                                                         |                        |                         |
| Sun, 26 Dec 10  |                 | Boxing Day                                                                                                                                                                                                                                                                                             |                        |                         |
| Mon, 27 Dec 10  |                 | Boxing Day – Public Holiday                                                                                                                                                                                                                                                                            |                        |                         |
| Tue, 28 Dec 10  |                 | Christmas Day – Public Holiday                                                                                                                                                                                                                                                                         |                        |                         |
| Wed, 29 Dec 10  |                 | COUNCIL ADMINISTRATION CLOSED                                                                                                                                                                                                                                                                          |                        |                         |
| Thu, 30 Dec 10  |                 | COUNCIL ADMINISTRATION CLOSED                                                                                                                                                                                                                                                                          |                        |                         |
| Fri, 31 Dec 10  |                 | COUNCIL ADMINISTRATION CLOSED<br>Council must adopt its first publication within 6 months after the commencement of the Government Information (Public Access) Act 2009<br>Progress reports on the delivery Program to be provided to Council at least every 6 months (S404(5)) (IPR Group 1 Councils) |                        |                         |

Issued 15 November 2010

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# WALGETT SHIRE COUNCIL AGENDA



## STRATEGIC TASKS, EVENTS AND MEETINGS CALENDAR

### January 2011

| Date of Meeting | Time | What                                        | Who       | Business Paper due Date |
|-----------------|------|---------------------------------------------|-----------|-------------------------|
| Sat, 1 Jan 11   |      |                                             |           |                         |
| Sun, 2 Jan 11   |      |                                             |           |                         |
| Mon, 3 Jan 11   |      |                                             |           |                         |
| Tue, 4 Jan 11   |      |                                             |           |                         |
| Wed, 5 Jan 11   |      |                                             |           |                         |
| Thu, 6 Jan 11   |      |                                             |           |                         |
| Fri, 7 Jan 11   |      |                                             |           |                         |
| Sat, 8 Jan 11   |      |                                             |           |                         |
| Sun, 9 Jan 11   |      |                                             |           |                         |
| Mon, 10 Jan 11  |      |                                             |           |                         |
| Tue, 11 Jan 11  |      |                                             |           |                         |
| Wed, 12 Jan 11  |      |                                             |           |                         |
| Thu, 13 Jan 11  |      |                                             |           |                         |
| Fri, 14 Jan 11  |      |                                             |           |                         |
| Sat, 15 Jan 11  |      |                                             |           |                         |
| Sun, 16 Jan 11  |      |                                             |           |                         |
| Mon, 17 Jan 11  |      |                                             |           |                         |
| Tue, 18 Jan 11  |      |                                             |           |                         |
| Wed, 19 Jan 11  |      |                                             |           |                         |
| Thu, 20 Jan 11  |      |                                             |           |                         |
| Fri, 21 Jan 11  |      |                                             |           |                         |
| Sat, 22 Jan 11  |      |                                             |           |                         |
| Sun, 23 Jan 11  |      |                                             |           |                         |
| Mon, 24 Jan 11  |      |                                             |           |                         |
| Tue, 25 Jan 11  |      |                                             |           |                         |
| Wed, 26 Jan 11  |      | Australia Day Celebration – Lightning Ridge | All Cllrs |                         |
| Thu, 27 Jan 11  |      |                                             |           |                         |
| Fri, 28 Jan 11  |      |                                             |           |                         |
| Sat, 29 Jan 11  |      |                                             |           |                         |
| Sun, 30 Jan 11  |      |                                             |           |                         |
| Mon, 31 Jan 11  |      |                                             |           |                         |

#### **4. COUNCIL DECISIONS ACTION REPORT–26.10.10**

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

---

**Summary:**

A Schedule will be provided to each Council Meeting which summarises action taken in respect of matters considered at the previous meeting of Council.

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

Attached is the Action Report related to the October 2010 Council Meeting. The Report summarises action in respect of all Resolutions as well as any other matter raised at the Meeting which required action. The Report does not repeat Resolutions etc as these are contained in the Minutes of the previous Meeting which are included elsewhere in the Agenda.

**Relevant Reference Documents:**

Agenda and Minutes of the October 2010 Council Meeting

**Stakeholders:**

Councillors and Executive Team

**Financial Implications:**

Nil

| <b>Council decisions Action Report – 26.10.10</b>                                                                 |
|-------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That the report be received.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachment:**

Action Schedule



## WALGETT SHIRE COUNCIL AGENDA

### COUNCIL DECISIONS: Meeting held 26<sup>th</sup> October 2010

#### Action Report

|               |                                                                                                  |
|---------------|--------------------------------------------------------------------------------------------------|
| <b>312/10</b> | <b>Confirmation of Minutes of Council Meeting 28 September 2010</b>                              |
| <b>GM:</b>    | No action required                                                                               |
| <b>313/10</b> | <b>Walgett Shire Council Mayoral Minute – Tourism Billboards</b>                                 |
| <b>DCCS:</b>  | Late report – Friday for report, later samples                                                   |
| <b>314/10</b> | <b>Development of more land and light industrial development in the Shire</b>                    |
| <b>DUIS:</b>  | Still under investigation                                                                        |
| <b>315/10</b> | <b>Circulars received from the Division of Local Government – October 2010</b>                   |
| <b>GM:</b>    | No Action required                                                                               |
| <b>316/10</b> | <b>Circulars received from the Local Government and Shires Association of NSW – October 2010</b> |
| <b>GM:</b>    | No Action required                                                                               |
| <b>317/10</b> | <b>Monthly Calendar – October 2010</b>                                                           |
| <b>GM:</b>    | Calendar updated progressively as necessary                                                      |
| <b>318/10</b> | <b>Review of Council Policies and Procedures</b>                                                 |
| <b>GM:</b>    | Review of policy being addressed progressively on a needs basis                                  |
| <b>319/10</b> | <b>Draft Community Strategic Plan - Progress</b>                                                 |
| <b>DCCS:</b>  | Advertising schedule completed. Need to stay on track now. Advised GM to delay to Group 3        |
| <b>320/10</b> | <b>Reporting on Disclosure Returns</b>                                                           |
| <b>GM:</b>    | Further review required                                                                          |

## WALGETT SHIRE COUNCIL AGENDA

|               |                                                                                                    |
|---------------|----------------------------------------------------------------------------------------------------|
| <b>321/10</b> | <b>Works Programmes – 2010/2011</b>                                                                |
| <b>GM:</b>    | Works programme to be reviewed monthly                                                             |
| <b>322/10</b> | <b>Council decisions Action Report – 28.09.10</b>                                                  |
| <b>GM:</b>    | Further follow up where required                                                                   |
| <b>323/10</b> | <b>Matters Generally for Brief Mention or Information only from General Manager – October 2010</b> |
| <b>GM:</b>    | For follow up where necessary                                                                      |
| <b>324/10</b> | <b>Debt Recovery Progress Report</b>                                                               |
| <b>DCCS:</b>  | No Action required                                                                                 |
| <b>325/10</b> | <b>Report on Youth Development and Services – July to September 2010</b>                           |
| <b>DCCS:</b>  | No Action required                                                                                 |
| <b>326/10</b> | <b>Community Development and Tourism Quarterly Report (July – September 2010)</b>                  |
| <b>DCCS:</b>  | No Action required                                                                                 |
| <b>327/10</b> | <b>Cash on Hand and Investment Report as at 30 September 2010</b>                                  |
| <b>DCCS:</b>  | No Action required                                                                                 |
| <b>328/10</b> | <b>Development and Complying Development Certificate Applications</b>                              |
| <b>DPRS:</b>  | No Action Required                                                                                 |
| <b>329/10</b> | <b>Development Application – Fuel Tank &amp; Light Tower</b>                                       |
| <b>DPRS:</b>  | Development Consent issued & Planning decisions register updated 27.10.10                          |
| <b>330/10</b> | <b>Development Application – Dementia Day Care Centre</b>                                          |
| <b>DPRS:</b>  | Development Consent issued & Planning decisions register updated 27.10.10                          |

## WALGETT SHIRE COUNCIL AGENDA

|               |                                                                                                                                                                |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>331/10</b> | <b>Urban Addressing at Lightning Ridge</b>                                                                                                                     |
| <b>DPRS:</b>  | Public consultation regarding proposed changes to some street numbers in Pandora & Harlequin Street commenced. Written Submissions accepted up to COB 17.12.10 |
| <b>332/10</b> | <b>Stormwater and Drainage Valuation Report</b>                                                                                                                |
| <b>DUIS:</b>  | No action required                                                                                                                                             |
| <b>333/10</b> | <b>Matters Generally for Brief Mention or Information only from Director Urban Infrastructure Services</b>                                                     |
| <b>DUIS:</b>  | No action required                                                                                                                                             |
| <b>334/10</b> | <b>Retention of Flats Located at 32 Euroka Street, Walgett</b>                                                                                                 |
| <b>DUIS:</b>  | Advised Elders of its removal from the market. Re-valued and currently preparing health and safety report prior to commence improvement works if required      |
| <b>335/10</b> | <b>Matters Generally for Brief Mention or Information only from Director Rural Infrastructure &amp; Support Services – October 2010</b>                        |
| <b>DRISS:</b> | No Action required                                                                                                                                             |
| <b>336/10</b> | <b>Event in Honour of Peter Waterford</b>                                                                                                                      |
| <b>GM:</b>    | Morning Tea function organised for Friday 12 November 2010                                                                                                     |
|               | <b>Come-By-Chance Hall – Regional Infrastructure</b>                                                                                                           |
| <b>GM:</b>    | RCLIPS Project revised                                                                                                                                         |
|               | <b>Driveway into the Collarenebri Club</b>                                                                                                                     |
| <b>DRISS:</b> | Bitumen patching works will be undertaken next time crew is working Collarenebri streets                                                                       |
|               | <b>Grading of Shire Road 14</b>                                                                                                                                |
| <b>DRISS:</b> | It was programmed                                                                                                                                              |

## WALGETT SHIRE COUNCIL AGENDA

|                                                                                 |                                                                                                      |               |
|---------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|---------------|
| <b>Gwydir Road damage coming from Collarenebri</b>                              |                                                                                                      |               |
| <b>DRISS:</b>                                                                   | This is an RTA managed road and rehabilitation is being programmed by their Asset & Contract Manager |               |
| <b>Removing of a ramp located on Shire Road</b>                                 |                                                                                                      |               |
| <b>DRISS:</b>                                                                   | No further action required                                                                           |               |
| <b>337/10</b>                                                                   | <b>Move into closed session</b>                                                                      | <b>1.33pm</b> |
| <b>GM:</b>                                                                      | No further action required                                                                           |               |
| <b>338/10 Review of Organisational Structure</b>                                |                                                                                                      |               |
| <b>GM:</b>                                                                      | Proposed changes referred to Consultative Committee to comment                                       |               |
| <b>339/10 Industrial Dispute Hearing</b>                                        |                                                                                                      |               |
| <b>DCCS:</b>                                                                    | Letter received from Solicitors summarises proceedings and decision not likely till early 2011       |               |
| <b>340/10 Offer from Pallier regarding Assessment 6312</b>                      |                                                                                                      |               |
| <b>DCCS:</b>                                                                    | Letter being drafted and write off completed.                                                        |               |
| <b>341/10 Derelict Buildings, Wilson St, Collarenebri</b>                       |                                                                                                      |               |
| <b>DPRS:</b>                                                                    | Contractor engaged to demolish carport                                                               |               |
| <b>342/10 Professional Fee Proposal – Aboriginal Water and Sewerage Program</b> |                                                                                                      |               |
| <b>GM:</b>                                                                      | Agreement negotiated                                                                                 |               |
| <b>343/10 Open Session 2.05pm</b>                                               |                                                                                                      |               |
| <b>GM:</b>                                                                      | No Action required                                                                                   |               |
| <b>344/10 Adoption of Reports</b>                                               |                                                                                                      |               |
| <b>GM:</b>                                                                      | No Action required                                                                                   |               |

## **5. MEETINGS OF THE COLLARENEBRI PRECINCT COMMITTEE - MINUTES**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 09/1491

---

### **Summary:**

Minutes of meetings of external bodies whose deliberations are relevant to council are placed before Council for consideration and noting.

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

Minutes of meetings of the Precinct Committee held in 9 November 2010 are attached.

### **Relevant Reference Documents:**

Nil

### **Stakeholders:**

Council and Collarenebri residents

### **Financial Implications:**

Nil

| <b>Meetings of the Collarenebri Precinct Committee - Minutes</b>                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That the Minutes of the meetings of the Precinct Committee be noted.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



### **Attachment:**

Minutes of Collarenebri Precinct Committee Meeting – 9 November 2010

**Collarenebri Precinct Meeting  
Held in the Town Hall Supper Room.  
Tuesday, 11<sup>th</sup> November, 2010 at 7.30 p.m.**

Present: L. Simpson (Chair), D Hartog, D. Winters. D. Smith, R. Greenaway, M. Bow, G. Coleman, R. McGrath, S. McGrath, G. Holland, F. Holland, I. Addy, M. Addy, S. Newman, B. Witts, A. King, J. Earl, Jack Earl, R. Shepherd, K. Smith, J. Peacey, M. Cutler, A. Hamilton, J. Medcalf.

Apologies: M & S McMillan.

Minutes of previous meeting. Moved R. McGrath Seconded G. Coleman that minutes as read be accepted. Carried.

Business arising: It was noted that the main street has been cleaned up somewhat.  
Letter to be written to Rural Fire Service with a copy to the Walgett Shire re concerns of long grass on some town blocks.  
Tree planting- working bee to be held to plant the red flowering eucalypts when the steel tree guards have been erected. Kelly Smith to contact Engineer Fred Coralde re this matter.

General Business- Adrian King spoke about grants which are available for remote centres. The grants are of \$50,000 to \$100,000 to purchase materials. All work must be carried out by volunteers working together with the local people. Adrian is happy to write the submission to beautify the main street with murals, etc.  
Some of the suggestions for the project were- Cod shaped covers for the garbage bins, perhaps a large cod statue at each of the two main entrances to the town, murals on the tin fences & Cutler's Store fence

Mark & Isabel Addy advised that they are hoping to open the Open Air Theatre next year & are promoting a Show at the Collarenebri Club to raise funds to purchase the necessary equipment & re-open the theatre. Tickets for the show will be \$30 each.

Rusty tin shed at the skate board park. If the building is structurally sound & the roof does not leak, would it be possible to utilise it as a shelter for the skate board park by removing the eastern wall?

Business houses & homeowners to be asked to decorate their premises for Christmas for a competition.

Moved Graham Holland seconded Mark Addy that consideration be given to putting a levee bank around the aerodrome because in the event of a flood, the aerodrome becomes inundated with floodwater. Carried

Attendees were asked to bring ideas back to the December meeting ways to clean up the town.

Concern is held regarding the water pressure in the town. In the event of a fire the water pressure would be a real problem especially in the summer months.

## **WALGETT SHIRE COUNCIL AGENDA**

A question was asked as when we can expect the pavers to be laid on the eastern side of the main street?

Concern is held about the water which is lying on the skateboard area- sometimes it is there for days so it cannot be used. A letter to be written to Council with copies to all Councillors

The next meeting will be 14<sup>th</sup> December, 2010 at 7.30 p.m.

Meeting closed 9.05 p.m.

## 6. MEETING REPORT FORMAT

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 09/1479

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### **Summary:**

To seek comment on revision of reporting format

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

In September 2010 I indicated my intention to vary the format of reports for Council slightly in the months ahead.

Each director now has the opportunity to report on matters for brief mention or information only as this enables Councillors to be regularly updated on progress made in various areas without the need for a detailed report.

With regards the detailed reports, the specific headings are to be revised and expanded to address specific issues including environmental concerns, governance issues, alternative solutions/outcomes and provision made for a formal conclusion. This allows Councillors the advantage of having staff reports that are more focused in the areas and issues of greater importance.

A copy of the revised format proposed is attached for information.

### **Relevant Reference Documents:**

Code of Meeting Practice

### **Stakeholders:**

Councillors  
Senior Management Staff

### **Financial Implications:**

Negligible

| Meeting Report Format                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council formally adopt the revised format for meeting reports.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



**Attachments:**

Revised Meeting Report Format

**1. TITLE OF REPORT**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 00/0000

---

1. Summary:
2. Background:
3. Current Position:
4. Relevant Reference Documents/Policies:
5. Governance issues:
6. Environmental issues:
7. Stakeholders:
8. Financial Implications:
9. Alternative Solutions/Options:
10. Conclusion:

## WALGETT SHIRE COUNCIL AGENDA

| Title of Report                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------|
| <b>Recommendation:</b><br><br>1.      The wording of the recommendation here<br><br><b>Moved:</b><br><b>Seconded:</b> |

**Attachments:**

## **7. PUBLIC MEETING TO CONSIDER FUTURE OPERATIONS OF THE COLLARENEBRI AGENCY**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 10/425

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### **Summary:**

To consider the outcomes of the public meeting held on 28 October 2010 to discuss the future operation of Council's Collarenebri agency

### **Background:**

As Councillors are aware, this matter was raised some months ago in the light of the costs being incurred in operating the agency in its present format.

### **Current Position:**

A position paper was prepared and circulated prior to the public meeting and a power point presentation made at the public meeting on Thursday 28 October 2010.

A copy of notes taken by a Council staff member at the meeting is attached.

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

Division of Local Government Social Justice Framework 2008-2012  
Local Government Act 1993

### **Governance Issues:**

A number of issues relating to good governance were either identified in the position paper or raised at the public meeting.

### **Environmental Issues:**

Environmental issues surround the most appropriate usage of Council's built assets.

### **Stakeholders:**

Walgett Shire Council  
Collarenebri residents and ratepayers  
Australia Post  
Country Link

### **Financial Implications:**

One of the main aims of the review of the operation of the Collarenebri agency has been to identify ways of reducing operating costs and maximising income.

**Alternative Solutions/Options:**

The Public meeting moved the following resolution

“That the Shire Council look at restructure for better management as well as options for an EOI with a guarantee of no withdrawal of services”

An undertaking was given to hold a further public meeting to consider the outcomes of the further review proposed. As the review could take two or three months to complete, February 2011 was mentioned as a possible timeframe. It was also agreed to give at least three week’s notice of any proposed public meeting.

**Conclusion:**

At the Public Meeting Councillors in attendance assured the meeting that there was no intention for Council to withdraw agency facilities from Collarenebri, but rather to find the most cost efficient and effective method of delivering Council’s services to the Collarenebri Community in the future

Council should continue to work closely with the Collarenebri Community in line with the broad community sentiments expressed at the public meeting on Thursday 28 October 2010.

This should involve the new General Manager carrying out a detailed review of the operations of the agency and also examining the options for calling expressions of interest

| <b>Public meeting to consider future operations of the Collarenebri Agency</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That:</p> <ol style="list-style-type: none"><li>1. Council recognise the concerns of the Collarenebri Community and that the General Manager carry out a detailed review of the Collarenebri Agency facility including an examination of the options for calling expressions of interest.</li><li>2. A further public meeting be held to consider the outcomes of the proposed review.</li><li>3. If possible that the public meeting be held in February 2011 and at least three week’s notice be given of the meeting.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Minutes of the Collarenebri Public Meeting held 28 October 2010

**COLLARENEBRI TOWN MEETING – Future of Collarenebri Agency**  
**28 October 2010 – 6.00pm – Collarenebri Town Hall**

**PRESENT**

GM – Don Ramsland  
DCCS – Carole Medcalf  
DUIS – Fred Coralde  
MCD&T – Lianne Tasker

MAYOR – Ian Woodcock  
COUNCILLOR – Kelly Smith  
COUNCILLOR – Robert Greenaway  
COUNCILLOR – Lawrence Walford

**Attendance count of residents:** 73

**MAYOR**

- Welcome
- Never Council's intention to close the Post Office
- Council is investigating options
- Purpose of this meeting is to present Powerpoint, take questions and gather feedback.

DCCS – delivered Powerpoint presentation (attached)

- Mayor introduced Councilors and GM
- Explained that the motion concerning the Agency was made by the Mayor and moved and seconded by Cllr Smith and Cllr Greenaway.
- Cllr Greenaway explained that the intent was that the building and operations remain intact but Agency operated by another party.

**QUESTIONS FROM THE FLOOR**

**Question 1:**

How much of the expenditure is wages?

**Response:**

DCCS – a high proportion represents wages. Council must have 2 people for OH&S reasons.

**Question 2:**

If Council is not making an operating profit, how could other people?

**Response:**

Mayor – private operators could diversify.

**Question 3:**

Would Council pay a subsidy if someone took over?

**Response:**

Mayor – this could be possible.

**Question 4:**

What would happen if someone takes over and shuts the operation down?

## WALGETT SHIRE COUNCIL AGENDA

**Response:**

Clr Greenaway – if operation folds, then council will take over again.

**Question 5:**

What about staff?

**Response:**

Mayor – they would be offered other suitable positions or redundancy.

**Question 6:**

Maintaining current service - what about operating hours?

**Response:**

Mayor – A private operator would do their own thing, we would have no control over this.

**Question 7:**

If it is privatized, there is then no guarantee of service (eg: sustaining operating hours).

**Response:**

Mayor – Could be negotiated with operator before a decision is made. Post Offices are privately run in other communities.

**Question 9:**

Other towns are privatized but they have good other services eg: drainage/water etc. What would we get for the cost savings?.

**Response**

No response.

**Question 10:**

Can it be restructured to reduce loss? Why is this of concern now?

**Response:**

Mayor – this has come about as part of Council review – restructure is a possibility.

**Question 11:**

Has a restructure been costed?

**Response:**

Mayor – No.

**Question 12:**

Do the costs include maintenance on building?

**Response:**

DCCS – Yes, after 2008. No capital expenditure included.

**Question 11:**

How would the local people of Colly run it, if Council can't?

## WALGETT SHIRE COUNCIL AGENDA

**Response:**

Clr Greenaway - A local person; no rates to pay (Shire), no cost for management staff to come from Walgett to Colly, reduced employment on-costs (superannuation etc).  
Employ on-costs (super etc)

**Question 12:**

Will the Shire give free rent?

**Response:**

Clr Greenaway - Negotiations can occur between Council and people who are interested in it.

**Question 13:**

How are there less constraints for a private operator?

**Response:**

Mayor – reduced staffing on-costs.

**Question 14:**

Cost of supervision (from Walgett) should not be included in the Post Office running costs. Private operator will still pay on-costs. On costs can't be written off.

**Response:**

No response.

**Question 15:**

What if someone takes over and can't keep on. Will Shire come back and take over?

**Response:**

Mayor – There was never any intent for Shire to be completely withdrawn from the Agency.

**Question 16:**

Private entity still has the same costs, so why would anyone go in there? The losses are too big.

**Response:**

Mayor - Interested persons can come up with figures and present to Shire for consideration. Shire would not let the community down.

DCCS – both Australia Post and Country Link also need to talk to interested persons.

Clr Smith – It was brought up at a budget meeting that it was running at a loss, that is why it has been raised by Council. Other Post Offices are privatized. Shire supports agency service to stay in town, no service will be lost to the community.

**Question 17:**

What if no one takes it on?

**Response:**

Mayor – We would look at it strategically to see if we can save money, and keep it if no other options.

## WALGETT SHIRE COUNCIL AGENDA

**Question 18:**

Why are we different now (ie: currently not privatized)?

**Response:**

No response.

**Question 19:**

Why do we have so many staff?

**Response:**

Mayor – We will see if we can restructure after talking with management.

**Question 20:**

Is this the only thing the Shire loses money on?

**Response:**

GM – introduced himself – Council will have a close look at it and see if it can be restructured, operationally and considering Council policy. *(GM asked for indication from group as to how many would like the Agency to close. Group indicated “no”).* Council's mission is to look at how to run it more efficiently. Various Council operations run at a loss and are subsidized. Council's role is to minimize loss, integrated planning process will result in 10 yr community plan. Council will soon be consulting with all communities concerning this.

**Question 21:**

Comments from the floor regarding high rates and lack of services.

**Response:**

GM- consideration to be taken regarding number of people that use services, the lower the number using services the more costly it becomes. Looking at this with our water plan, Shire wide, delivery of service will improve.

**Question 23:**

When will a decision about the Agency be made?

**Response:**

GM- It could continue to run as is - if it goes to EOI, expect a timeframe of 2-3months.

**Question 24:**

Maybe Council could have talked to community before the EOI motion was made, to try and increase efficiency. Sustaining level of service should be the aim. Maybe other services could replace those that have withdrawn (ie: Commonwealth Bank & Australia Post).

Commonwealth Bank said they withdrew as they were not getting paid promptly.

**Response:**

No response.



## WALGETT SHIRE COUNCIL AGENDA

**Question 25:**

The Post Office is badly designed, looks awful and has wasted internal space. Why didn't Council do something about this? What of house next door?

**Response:**

Mayor – The house next door is being subdivided.

GM- Agreement that private Post Office operators have more space in front of counter area.

**Question 26:**

The house next door has been condemned. How could you sell?

**Response:**

GM – We are looking at the house situation.

**Question 27:**

Who is responsible for public liability, if the Agency is privatized?

**Response:**

GM - Certain things will be in the agreement. When Council call for an EOI different proposals will be received. We may not get to EOI, after we will look at restructure options.

**Question 28:**

Why did the Commonwealth Bank withdraw service?

**Response:**

GM - Banking in small towns is difficult across the State. Banks are not subsidizing branches. Many towns have alternative banking eg: Bendigo Bank, ATMs and other approaches.

DCCS – To clarify, we had an agency agreement with Commonwealth Bank & Australia Post. The Bank decided that the Agency banking part was no longer necessary as Commonwealth Banking services are available through Australia Post. The Bank decided to withdraw as they believe that they were duplicating their service.

**Question 29:**

We can't do the same things, we now can't deposit with bank slips. Before we could deposit privately.

**Response:**

DCCS – It was the Bank's decision to withdraw the service.

**Question 30:**

We can't deposit to other people's bank accounts, now have to buy money orders to do this.

**Response:**

No response.

**Question 31:**

If privatized could the operators approach other banks?

**Response:**

GM – Yes, I would think so, but no decision has been made.

**Question 32:**

Why are there so many casuals?

**Response:**

No response.

**Question 33:**

Will the EOI be advertised?

**Response:**

GM – Yes.

**Question 34:**

Why can't Shire go back to the drawing board, then come back to us with figures?  
Shire should have a go at operating it effectively.

**Response:**

GM – That's why we are having this meeting, to get your feelings on it.

**Question 35:**

There are rumors that 2 councilors are interested in taking it over?

**Response:**

GM – I would need to look at the exact part of the Local Government Act but am sure there would be probity issues if any of the Councilors decided they wanted to be involved.

**Question 37:**

There is there a large representation here from the community. Council should listen to what we are saying.

**Response:**

No response.

**Question 38:**

A few years ago the Agency sold cards/gifts etc, but stopped?

**Response:**

GM- These things are in other places but Council doesn't want to compete with other businesses.

**Question 39:**

Council hasn't done the numbers. Council need to go back to do that, and then come to another meeting.

**Response:**

Mayor – Yes.

## WALGETT SHIRE COUNCIL AGENDA

**Question 40:**

A restructure/review would take 3 months with a further 3 months to look at privatizing. Council should look at both arguments in a more logical fashion with a guarantee of no intention to withdraw.

**Question 41:**

It would make more sense to look at both proposals at the same time and present them at another meeting.

**Response:**

Mayor – Would you like to put a motion to this effect?

**MOTION:**

That the Shire Council look at restructure for better management as well as options for EOI with guarantee of no withdrawal of services.

Seconded – Margaret.

Majority in favour.

**Question 42:**

Shire should approach Commonwealth Bank to get facilities back.

**Response:**

No response

**Question 43:**

The wording of the Motion was misleading. Should have been recorded that there is no intent to get rid of agency.

**Response:**

GM - We will get figures together so there are no ideas pulled down from the clouds. My job is to make sure everyone knows agenda before they get to the meeting, so that everyone is on the same page.

Clr Smith – Council can only do so much, we can't carry all costs – but Council wouldn't walk away from this community.

**Question 44:**

Have you estimated a figure to privatize?

**Response:**

GM – If it is privatized, it would be up to the operator to decided based on how they would run it.

**Question 45:**

I support the motion to look at review regarding service provided. Privatization needs to guarantee that there will be no withdrawal of services.

## WALGETT SHIRE COUNCIL AGENDA

**Response:**

No response

**Question 46:**

PA System required for further consultations at this venue.

**Question 47:**

If meetings cancelled more notice is required.

**Response:**

GM – We will give 3 weeks notice next time and then the meeting will go ahead regardless.

**Meeting closed.**



## **8. ESTABLISHMENT OF ONE ASSOCIATION**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 09/1599

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### **Summary:**

To review progress with regards the establishment of one association representing local government in NSW.

### **Background:**

Council is aware that negotiations to establish one association as the voice representing local government in NSW have been ongoing for many years without any success.

### **Current Position:**

However, following the one association conference held in Sydney in August, 2010, considerable progress and agreement has been made.

In particular, it is proposed to establish two regions – one based on the metropolitan area and a second which includes the rest of NSW and takes in Newcastle and Woollongong.

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

“One” Association position paper, 12 July, 2010

### **Governance Issues:**

The major issue that now arises is the matter of representation. It is being proposed that the country region have ten delegates but how these are to be appointed has yet to be determined. At the recent Western Division conference, the thought was that the country region should be divided up into five zones represented by two delegates each

### **Environmental Issues:**

The breakup of representation could have some bearing on how environmental issues are addressed in the future.

### **Stakeholders:**

Local Government and Shires Associations  
Local Councils  
Local communities

### **Financial Implications:**

One issue that the new association will need to address is that of membership fees. A per capita based fee might be seen to favour rural councils unless there is a baseline fee factored in.

**Alternative Solutions/Options:**

As with any thing, sometimes the simpler the solution, the more workable it is.

As an example, if regional NSW were split into five zones – east of the dividing range north, east of the dividing range south, west of the dividing range north, west of the dividing range south and a western division based on the existing Western Division – a fairly simple solution that addressed existing regional issues could be established without the need for further studies.

The issue would then be how to elect representatives for each zone – two delegates entirely from within zone, or one delegate from within each zone and five delegates across the five zones or ten delegates across the five zones.

**Conclusion:**

Because of the population spread across the NSW regional area it is important that equal representation be afforded each area of the state.

Council should be advising both the NSW Shires Association and the local divisions of its preference in this regard ahead of the special meeting the NSW Shires Association plans to hold in February, 2011.

| <b>Establishment of One Association</b>                                                                                                                                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council determine its preferred model for future representation when the “One” Association concept is introduced and advise the NSW Shires Association and Divisional Groups accordingly.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

## **9. PROVISION OF COUNCIL HOUSING**

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

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### **Summary:**

To review the present approach to the provision of Council housing

### **Background:**

Council, because of its location in a more remote part of NSW, has had to undertake a role in providing housing not only for qualified, experienced staff but also for other professional practitioners who are difficult to attract because of isolation.

### **Current Position:**

Council currently provides housing accommodation for doctors at Lightning Ridge and Walgett, has a commitment to provide housing for a rural counsellor and day care coordinator at Walgett in addition to staff accommodation at Walgett, Lightning Ridge and Collarenebri.

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

Housing Policy  
Housing Procedures  
Residential Tenancies Act 1987  
Code of Conduct  
Conditions of Employment Policy and Procedures  
Housing Committee

### **Governance Issues:**

Current policies and procedures make no distinction between council staff and other identified professional positions.

The Housing Committee set up to administer Council housing requirements has not met recently and is, in effect, non functional.

### **Environmental Issues:**

The types and standards of accommodation Council provides impacts on the level of similar housing provided by other agencies.

### **Stakeholders:**

Council  
Council Management Staff  
Identified professional positions

## WALGETT SHIRE COUNCIL AGENDA

### Financial Implications:

Whilst Council staff receive some direct benefits based on FBT legislation and Salary Packaging amongst other things, some of the housing being made available for other professionals is being offered rent free in some cases.

Over the years when the premises change tenants it has been found that some premises have been poorly looked after. Major repairs are required and outdoor areas and gardens require a major effort to bring them back to a standard suitable to the incoming tenants.

Often this involves Council in unbudgeted expenditure of many thousands of dollars.

### Alternative Solutions/Options:

If the existing policies and procedures were operating effectively many of the issues which surface from time to time could be avoided. However, a detailed review is now required as a matter of urgency.

### Conclusion:

Perhaps one answer, in addition to the detailed review of current policies and procedures now proposed, would be for Council to require all tenants to pay a weekly maintenance levy to ensure that routine chores such as the mowing of lawns and maintenance of gardens is not neglected.

| Provision of Council Housing                                                                                                                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the General Manager undertake a detailed review of Council's Housing Policy and supporting documentation and also report on the possible introduction of a housing maintenance levy.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

### Attachments:

Nil



## **10. 2011 NATIONAL ABORIGINAL RUGBY LEAGUE KNOCKOUT**

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

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### **Summary:**

To update Council with regards negotiations and arrangements for the 2011 National Aboriginal Rugby League Knockout

### **Background:**

Council will recall discussing an approach to hold the 2011 National Aboriginal Rugby League Knockout in Walgett following the October ordinary meeting. As Council is aware, the winning team each year automatically gains the right to stage the carnival in the following year. A Walgett team won the event this year.

### **Current Position:**

Representatives of the Walgett team committee approached Council, along with other local agencies, to gauge what would be involved in staging the carnival in Walgett in 2011 and to seek Council's support.

One of the main issues discussed was the level of support/sponsorship that could be attracted from the various government agencies and the commercial sector and the time required to gain firm commitments in this regard.

The need to set some bench marks and timelines for various things to be organised (accommodation arrangements, change facilities, sponsorship etc.) based on the assumption that the carnival would go ahead at Walgett in 2011 was also identified along with how well the Committee would be able to cope with organising the logistics of the event. It was agreed that Council staff would be able to help the Committee draw up a logistics plan and business plan for the event.

After giving the matter further consideration the Committee has decided to stage the 2011 carnival in Bathurst.

However, it is proposed to increase the size of the September Walgett Knockout competition to up to sixteen or twenty teams in 2011 and this will allow the Committee to progressively work towards staging the 2012 National Aboriginal Rugby League Knockout in Walgett if successful at next year's carnival.

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

Nil

### **Governance Issues:**

Some of the Committee's major concerns were the ability of Walgett to provide sufficient accommodation for players and spectators estimated to be in the order of 8,000/10,000 people,

## WALGETT SHIRE COUNCIL AGENDA

the availability of suitable playing fields and change rooms, and after game function arrangements.

### **Environmental Issues:**

One of the key requirements was that of accommodation and the Committee was keen to address the possibility of using facilities at the Walgett Showground through establishing a “tent city” type of arrangement.

### **Stakeholders:**

Walgett Community  
National Aboriginal Rugby League Knockout participants  
Local state and Federal Agencies  
Various possible sponsors  
Local business operators

### **Financial Implications:**

One of the key factors in deciding to hold the 2011 event at Bathurst was the lead time in getting approval from the various state/federal agencies for funding to upgrade various facilities in Walgett to a sufficient standard so as to be able to properly cater for an event of the size envisaged.

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

The alternative that the Committee decided to opt for was to progressively upgrade the September Walgett Knockout to one involving in the vicinity of sixteen to twenty teams in 2011 as a trial for future major events. It was also believed that a larger, annual local event could be used as a basis for upgrading local facilities permanently and could also cater for various Aboriginal Cultural initiatives as well.

### **Conclusion:**

The Walgett Knockout Committee approached the various issues in a positive, constructive and thoughtful manner. It is believed that a letter of support should be forwarded and as soon as Committee members are available, that a meeting be convened to discuss the proposal to upgrade the local September Knockout carnival.

### **2011 National Aboriginal Rugby League Knockout**

#### **Recommendation:**

That a letter of support should be forwarded to the Walgett Knockout Committee and as soon as Committee members are available, that a meeting be convened to discuss the proposal to upgrade the local September Knockout carnival.

#### **Moved:**

#### **Seconded:**

### **Attachments:**

Nil

## **11. DIVISION OF LOCAL GOVERNMENT – COUNCILLOR INFORMATION SEMINARS**

**REPORTING SECTION:** General Manager  
**AUTHOR:** Don Ramsland – General Manager  
**FILE NUMBER:** 09/1330

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### **Summary:**

To update Councillors with arrangements for attending one of the information seminars being conducted by the Division of Local Government during November/December 2011

### **Background:**

Council has previously been advised that the Division of Local Government is encouraging all Councillors to attend one of the coming seminars aimed at providing councillors with key information about current issues, encouraging group discussions and sharing ideas.

### **Current Position:**

At this stage it is proposed that Councillors attend the seminar being held at Gilgandra on Thursday 9 December 2011 between 10 am and 1.39 pm at the Gilgandra Golf Club, Gilgandra.

Council will be registering Councillors attendance as required by the Division. It is appreciated some Councillors may not be in a position to attend because of prior harvest commitments

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

See letter dated 18 October 2011 from the Division of Local Government (circulated to all Councillors)

### **Governance Issues:**

This is an obvious opportunity for Councillors to gain a greater insight into current local government issues.

It is also an opportunity for Councillors to raise any queries they might have with regards their role and functions as councillors. As an example, Councillors could seek to clarify their roles with regards “Operational “ and “Strategic” issues and invite group discussion on this issue.

### **Environmental Issues:**

It is expected that current planning issues will be a subject for discussion

### **Stakeholders:**

Councillors  
Division of Local Government

### **Financial Implications:**

## WALGETT SHIRE COUNCIL AGENDA

It also presents Councillors with an opportunity to clarify any concerns they may have with regards “operational” and “strategic issues” from a funding point of view. It is generally believed that many councillors do not involve themselves in this issue to the extent that they should.

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

Nil

### **Conclusion:**

Arrangements have been made for as many Councillors as possible to attend. At this stage it is proposed to travel by bus departing from Council's Administrative Centre at 7.30 am and returning shortly after the seminar concludes. Details of alternative venues are available to councillors on request.

| <b>Division of Local Government – Councillor Information Seminars</b>                                                                                                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That all available Walgett Shire Councillors attend the Division of Local Government Councillor Information Seminar being held at Gilgandra on Thursday morning 9 December, 2011 and that arrangements be made for Council's bus to depart the Walgett Shire Administration Centre at 7.30 am and return immediately following the conclusion of the seminar.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

### **Attachments:**

Nil

## **12. MATTERS GENERALLY FOR BRIEF MENTION FROM THE GENERAL MANAGER**

**REPORTING SECTION:** General Manager

**AUTHOR:** Don Ramsland – General Manager

**FILE NUMBER:**

---

### **1. AIR SERVICES**

As previously mentioned, following the recent resumption of air services into Cobar on a trial subsidised basis by Brindabella Airlines, a watching brief has been kept to identify if and when approaches should be to likely carriers for the resumption of services into other western ports. At this stage, Bourke and Walgett would be the ports likely to attract the largest throughput. Preliminary discussions were held recently with key stakeholders.

It is planned to initiate steps immediately for the re-instatement of RPT services to Walgett.

### **2. EXTENSION OF TIME TO LODGE ANNUAL STATEMENTS.**

Owing to a delay in finalising information required to complete asset management requirements, it has been necessary to formally request the Division of Local Government for a one month's extension for the lodgement of Councils 2009/2010 annual statements of account and they will be lodged no later than 30 November, 2010. Attached is advice from the Division confirming that Council's request for an extension has been approved.

### **3. AUDITORS' PRESENTATION**

Current legislation requires that Council's Auditors make an annual presentation to Council at a public meeting once the annual statements of account have been completed. At this stage that Auditor's presentation is being planned for Council's December, 2010 Meeting.

### **4. VISIT BY NSW GRANTS COMMISSION**

Council has been advised that the NSW Grant Commission will now visit Walgett Shire on 2 December, 2010.

This is the first visit of the Commission since 2000 and it represents a valuable opportunity for Council and discuss with the Commission the various disadvantages facing Council. The format of the meeting is yet to be determined but it would be appropriate for all Councillors to make themselves available for the meeting.

It is also proposed to prepare a detailed submission for the Commission's consideration.

### **5. REGIONAL LOCAL COMMUNITY INFRASTRUCTURE PROGRAMME**

Work on Council's projects under the RLCIP is continuing. The majority of the work being done is focused on projects in round 2. At this stage, formal approval of the programme Council put forward under round 3 has not yet been received. However, from enquiries being received from the Department, approval is expected shortly.

### **6. STORM DAMAGE**

Late in the afternoon of Sunday 7 November, 2010 Walgett town-ship and the area to the immediate east of town was hit by an extremely severe hail storm. A large amount of property damage resulted.

## WALGETT SHIRE COUNCIL AGENDA

At the Walgett Showground major damage was sustained to both grandstands when roofing was blown away. It appears that repairs will be covered by insurance. One of the communication towers at Council's Works Depot was also badly damaged.

Council staff spent approximately two days cleaning up the town area. This included collecting up rooted trees and branches from private residences. Council staff involved in clean up operations are to be commended for their efforts.

### 7. COMMUNITY CRIME PREVENTION PLAN

Preliminary approaches are being made to key stakeholders to investigate the possibility of a Community based, Shire wide Crime Prevention Plan being prepared.

Once such a plan has been endorsed by the Attorney General's Department, Council would be eligible to access Crime Compact funding of up to \$150,000 spread over three years.

### 8. LOCAL GOVERNMENT STATE AWARD 2010

Council was previously advised of negotiation for a new award that were at an advanced stage. Those negotiations have now been completed and the new Award took effect from 1 November, 2010.

### 9. LIGHTNING RIDGE GOAT RACES

Council has been inundated with complaints concerning the annual goat races at Lightning Ridge following a recent item on Channel 7 Sydney's Today Tonight programme.

It is intended that a response be forwarded to each and every complaint, but prior to this being done, confirmation is being sought as to any action intended by the RSPCA. As councillors are aware, Council has minimal involvement in this event.

### 10. DIVISIONAL MEETINGS – NSW SHIRES ASSOCIATION

Council has been advised that the 2011 Western Division Conference will be held in Brewarrina from Sunday 27 February to Tuesday 1 March 2011.

Because of the shortage of accommodation, it is proposed to travel to the conference each day. If sufficient Councillors are interested we may be able to take our bus

A copy of the conference agenda is attached and any Councillors interested in attending are requested to contact Jodie Campbell on 68286116 to make the necessary arrangements and take advantage of an early bird discount.

The annual "C" Division conference set down for 11 February, 2010 has now been postponed until after the special One Association Special Meeting being held in Sydney on 23 February, 2011. Further details will be made available as they come to hand.

### 11. COMMUNITY STRATEGIC PLAN – MEETING SCHEDULE

Councillors are reminded that Community Consultation Forums for the new Community Strategic Plan will be held at the following outlying centres:

| Town Meeting    | When                      | Location                     | Time            |
|-----------------|---------------------------|------------------------------|-----------------|
| Collarenebri    | Thursday 25 November 2010 | Collarenebri Town Hall       | 7.30pm – 9.00pm |
| Carinda         | Friday 26 November 2010   | Carinda Town Hall            | 7.30pm – 9.00pm |
| Lightning Ridge | Tuesday 30 November 2010  | Lightning Ridge Bowling Club | 7.30pm – 9.00pm |
| Walgett         | Wednesday 1 December 2010 | Walgett Council Chambers     | 7.30pm – 9.00pm |
| Burren Junction | Thursday 2 December 2010  | Burren Junction RSL Club     | 7.30pm – 9.00pm |

All Councillors have been advised of the timetable and it would be appreciated if Councillors could arrange to attend as many of the forums as possible.

**12. WORKERS COMPENSATION AND OH&S COMPARISON RESULTS**

Details of Council's 2010 Workers Compensation and OH&S Performance Report is attached.

On a pleasing note, Council's OH&S performance for both documentation and Implementation are both higher than the StateCover and DLG average. This is no doubt a reflection of the fact that we have a dedicated OH&S Officer.

However, the matter of lost time injuries needs to be carefully monitored. I am concerned that the Council's OH&S Committee has not been meeting regularly.

**13. MURRAY DARLING BASIN PLAN ISSUES**

Some Councillors and senior management staff have been involved in recent briefing on the recently released Murray Darling Basin Plan.

OROC is putting together a submission for our region.

It would be appreciated if Councillors could indicate any concerns that they may have with the Plan as soon as possible as OROC has requested each Council to document concerns being raised in their area before the end of November.

**14. SHORT TERM UNIVERSITY UNDERGRADUATE PLACEMENTS**

Council recently indicated through OROC that it was interested in hosting short term university third and fourth engineering undergraduates during vacation periods.

Within a couple of days of Council's interest being placed on the UNSW website, some 18 expressions of interest had been received in respect of the 2011 Christmas/New Year Vacation period.

**15. BURREN JUNCTION PRECINCT COMMITTEE LETTER – Pedestrian Crossing at Burren Junction School**

A copy of the letter received from the Burren Junction Precinct Committee following up previous issues is attached. The issues raised are currently being investigated. And arrangements are in hand to inspect the school site and the Bore baths following the Council Meeting.

**Matters Generally for Brief Mention or Information only from General Manager**

**Recommendation:**

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

**Moved:**

**Seconded:**

**Attachments:**

1. Advice from the Division relating to the Annual Financial Statements
2. Agenda for the Western Division Conference
3. 2010 Workers Compensation and OH&S Performance Report
4. Letter from Burren Junction Precinct Committee – dated 10 November 2010



# WALGETT SHIRE COUNCIL AGENDA



Department of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541

OUR REFERENCE  
YOUR REFERENCE  
CONTACT

A231716  
DR: SJ  
Sarah Gubb  
02 4428 4142

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

Dear Mr Ramsland

I am writing in reply to your letter of 10 October 2010 regarding your request under section 416 of the *Local Government Act 1993* for an extension of time for the submission of Council's 2009/10 Financial Statements.

Requests for extensions to submit financial reports are not authorised unless extraordinary circumstances will cause a delay in the completion, audit and/or submission of Council's financial reports. Following a review of the information provided in your letter, I am prepared to approve an extension until 30 November 2010.

I would also like to remind you that Council is required to include its financial reports in Council's annual report. The annual report is to be prepared by 30 November each year. There is no provision available under the Act for an extension of time to prepare annual reports.

It should also be noted that if the financial data return for 2009/10 is not lodged at the same time as the financial reports, Council's data may not be included in the upcoming comparative information publication.

Yours sincerely

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

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# OUTBACK

## *infront*

*Leading Local Government  
Brewarrina 2011*

### Welcome

Brewarrina Shire Council is honoured to host the 2011 Western Division Group of the Shires Association of NSW Annual Conference.

Western Division councils face many challenges and barriers in the delivery of best practice services and programs to its diverse communities. The annual conference affords an excellent opportunity to come together in a spirit of friendship to support each other and re-commit to our key regional leadership role.

Planning for the 2011 conference is now well underway, with top-class speakers and presenters already signing up to attend. I urge you to diarise the conference dates now and look forward to welcoming you to Brewarrina in 2011.

Regards

*Matthew Slack-Smith*

Mayor  
Brewarrina Shire Council

## WESTERN DIVISION COUNCILS OF NSW ANNUAL CONFERENCE

BREWARRINA

27TH FEBRUARY TO 1ST MARCH 2011

### Conference Agenda

#### Sunday 27<sup>th</sup> February

Welcome Reception and Cultural Evening

#### Monday 28<sup>th</sup> February

Welcome: (Breakfast) and Registration

Session 1- Opening proceedings and keynote address

Session 2 - Western Division LGSA formal business

Conference lunch and Fish-trap tour

Session 3 – Emergency Services Panel Session – Working together to be prepared

Session 4 – Law Enforcement

Brewarrina Conference Dinner

#### Tuesday 1<sup>st</sup> March

Session 5 – In Front : Out back

Session 6 – Hot Topics - Councils who are In Front : Out back





## Guest Speakers

### ROGER FLETCHER



Owner-director of Fletcher International Exports, the largest 100% privately owned sheep-meat producing and exporting company in Australia, Roger attributes his family company's success, in part, to a philosophy of waste

minimization and use of the total product.

The company's abattoirs, located in Dubbo, NSW, and Albany, WA, employ over 1,000 staff and have the capacity to process more than 85,000 sheep and lambs per week, with the end products distributed to both local and worldwide markets.

### DARRIEA TURLEY



Broken Hill's Darriea Turley is a renowned women's advocate. Darriea, in her many capacities including Manager of Community Engagement, Greater Western Area Health Service; Board Member of Australian Local Government Women's Association; Chair of National Rural

Women's Coalition and Immediate Past President of Australian Local Government Women's Association NSW, has exerted a positive influence for progress and change in women's and other issues. These include increasing women's participation in workplace decision-making roles and sensitive addressing of domestic violence issues.

## Partners & Friends Tour

Brewarrina Shire Council welcomes partners and friends to Brewarrina for the duration of the conference. Whilst in Brewarrina we encourage you to take a look around our small but vital community and enjoy what Brewarrina has to offer.

### BREWARRINA TOWN AND DISTRICT TOUR - MONDAY 29TH FEBRUARY 2011

Departing from the Visitor Information Centre, Bathurst Street, at 9.00am the tour will include:

- Entry and guided tour of the Brewarrina Aboriginal Cultural Museum
- Tour of the National Heritage-listed Fish-traps & State Heritage-listed Ochre Beds
- Billy tea smoko at the renowned 4 Mile Camping Reserve
- Tour of the Brewarrina Shearing School for Indigenous Trainees at Merriman Station
- Walk across one of the few remaining historic lift-span bridges over the Barwon River
- Visit to the national award-winning Brewarrina Rural and Remote Dental Clinic
- Long lunch at regional award-winning Muddy Waters Coffee Shop



## Sponsors



WESTERN DIVISION  
GROUP OF THE  
SHIRES ASSOCIATION  
OF NSW

Conference information and registration forms will be provided to Councils towards the end of October, 2010. Early bird Registrations close Friday 10th December, 2010, with final registrations due by late January 2011.

Visit [www.breshire.com](http://www.breshire.com) for further details.

## Contacts

### CONFERENCE CONTACT:

Ms Jillian Kilby  
Conference Co-ordinator  
J L Kilby Pty Ltd  
M | 0411 780 505  
T | 02 6828 9332  
E | [Jillian@JLKilby.com.au](mailto:Jillian@JLKilby.com.au)

### ACCOMMODATION CONTACT:

Ms Belinda Colless  
Economic Development Officer  
Brewarrina Shire Council  
T | 02 6830 5110  
M | 0428 281 678  
F | 02 6839 2100  
E | [edo@brewarrina.nsw.gov.au](mailto:edo@brewarrina.nsw.gov.au)

### REGISTRATION CONTACT:

Mrs Debbie Ervine  
Executive Assistant  
Brewarrina Shire Council  
T | 02 6830 5106  
F | 02 6839 2100  
E | [breshire@brewarrina.nsw.gov.au](mailto:breshire@brewarrina.nsw.gov.au)

### WESTERN SHIRES CONTACT:

Ms Ruth Fagan  
Western Division Councils of NSW  
T | 02 6342 4915  
E | [westernshires@bigpond.com](mailto:westernshires@bigpond.com)



# StateCover Mutual Limited

Local Government's Workers Compensation Insurer

1 November 2010

Attention: The General Manager  
Walgett Shire Council  
PO Box 31  
Walgett NSW 2832

StateCover Mutual Limited  
ABN 36 090 394 755

Managed by  
Jardine Lloyd Thompson Pty Ltd  
ACN 009 098 864

Level 11, 66 Clarence Street  
Sydney NSW 2000  
PO Box H25  
Australia Square  
Sydney NSW 1215  
DX 13032 Market Street

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

RECEIVED 04 NOV 2010

Dear Sir / Madam,

**Re: 2010 Workers Compensation and OHS Performance Report**

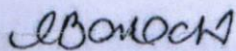
StateCover frequently receives requests from its members for financial, performance and benchmarking data. To meet this need StateCover provides an annual Workers Compensation and OHS Performance Report (the "General Managers Report") which highlights Council's performance against key indicators.

Attached is your Council's Report for the period 2009-2010.

We hope you find this information useful, and we would welcome any suggestions you may have for further improvement.

If you have any questions regarding any of the information in the report please contact Amy McKie at StateCover on (02) 8270 6035.

Yours sincerely,



Linda Bostock

General Manager





## 2010 Workers Compensation and OHS Performance Report Walgett Shire Council

### Introduction

StateCover has been operating as **Council's Own Mutual Workers Compensation Insurer** since 2001 and insures 141 NSW Local Government Authorities.

StateCover frequently receive requests for benchmarking data to be made available to members and the information below has therefore been compiled using data extracted from the 2009 - 10 year. Council's performance is indicated and compared to those member Councils in the same Department of Local Government (DLG) category and against the overall StateCover average.

### Premium Performance

StateCover uses the WorkCover Premium formula to calculate premiums however, unlike Scheme Agents StateCover is permitted to vary the premium rating under the terms of its licence. For 2009 - 10 a 'StateCover only' discount of 10% on the WorkCover premium formula was given to Member Councils.

In addition all Member Councils are eligible for an OHS Incentive payment of 0.24% wages (max \$40,000).

For Walgett Shire Council the financial benefit of StateCover membership for the 2009 - 10 year is approx \$40,696.22.

### Workers Compensation Performance

The following table indicates Council's performance against StateCover average and DLG Group

|                    | Average Rate<br>Premium / Wages % | Number of Lost Time<br>Injuries / 100 employees | Proportion of injuries<br>reported in 2 business days |
|--------------------|-----------------------------------|-------------------------------------------------|-------------------------------------------------------|
| Council            | 2.96%                             | 5.88%                                           | 76%                                                   |
| StateCover Average | 4.50%                             | 5.03%                                           | 75%                                                   |
| DLG Group Average  | 4.19%                             | 5.06%                                           | 75%                                                   |

A key benchmark for the measurement of Workers Compensation performance is the 'Average Rate' which indicates what Council pays in premium as a percentage of their declared wages.

Under Workers Compensation Legislation all injuries must be reported to StateCover within 2 business days. The table indicates the proportion reported by Council for 2009-10 within the legal time frame. For 2009 -10 StateCover introduced a \$250 per claim incentive for every claim reported within the prescribed time. This incentive was introduced to encourage Councils to report injuries' promptly as early reporting has demonstrated to reduce the long term cost of claims and therefore the premium paid. For further information please contact Kylie Read on (02) 8270 6018.

### OHS Performance

The following table indicates Council's performance against StateCover average and DLG Group

| Council Score |                | StateCover Average |                | DLG Average   |                |
|---------------|----------------|--------------------|----------------|---------------|----------------|
| Documentation | Implementation | Documentation      | Implementation | Documentation | Implementation |
| 80%           | 83%            | 70%                | 68%            | 72%           | 69%            |



# Burren Precinct Committee

Chairman  
Brett Stevens  
6796 1455

PO Box 27  
Burren Junction 2386

Secretary  
Berrill Ley

To Walgett Shire Council

Attention Don Ramsland, Ian Taylor, Fred Coralde, Carole Medcalf  
Ian Woodcock, Robert Greenaway, David Lane

Re Pedestrian Crossing at Burren Junction Public School

Date 10<sup>th</sup> November 2010

Dear Council,

The Pedestrian crossing at the Burren Junction School is in very poor condition and in its current state is a joke. It is a safety hazard, barely visible, and it ends in the middle of the road - several metres from the curb.

The worst point is that the children have little pedestrian crossing sense as there has been no decent crossing there for several years for them to learn. They may be ok around Burren but it leads to bad road manners when in busier situations.

This matter has been brought before the Council, in writing, several times by the Burren Precinct Committee (19<sup>th</sup> February 2008, 14<sup>th</sup> October 2008, 20<sup>th</sup> April 2009, 25<sup>th</sup> August 2009, 10<sup>th</sup> November 2009, 10<sup>th</sup> February 2010, and 1st March 2010).

Councillors, Council staff, Engineers, and General Managers have all been shown the problem first hand. It is a reflection of Councils poor regard for safety and the Burren Community.

We suggest the Council address the problem immediately. The area needs to be resurfaced; the width of the roads suggests that an island refuge or curb side refuges would be required, and the area needs to be more visible, possibly with flags. Look at how other school crossings are set up. At school times it is a very busy area.

Your assistance would be greatly appreciated

Regards

Brett Stevens – Chairperson

Kylie Newman, Jude Retford, Frank Howard, Pru Lilliebridge,  
Owen Miller, Jo Lees, Pat Collins, Neville Stevens.



**13. QUARTERLY BUDGET REVIEW AS AT 30 SEPTEMBER 2010**

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Susie Jones – Senior Finance Officer  
**FILE NUMBER:** 10/38/013

**Summary:**

This report presents to Council the quarterly budget review for the period ending 30 September 2010

**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 2010/2011 budget.

The adopted budget provides for an operating deficit of \$1,361,905, and a Capital Deficit of \$4,244,231.

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

| <b>Fund</b>  | <b>Operating Surplus/(Deficit)</b> | <b>Capital Surplus/(Deficit)</b> |
|--------------|------------------------------------|----------------------------------|
| General Fund | (450,747)                          | (2,556,486)                      |
| Water Fund   | (359,059)                          | (332,000)                        |
| Sewer Fund   | 124,590                            | (6,000)                          |
| Waste Fund   | (8,261)                            |                                  |
| <b>Total</b> | <b>(693,478)</b>                   | <b>(2,894,486)</b>               |

This is a net improvement to the original budget by: \$668,427 for the operational budget and \$1,349,745 for the capital budget.

The original budgeted distribution of funds was:

| <b>Fund</b>  | <b>Operating Surplus/(Deficit)</b> | <b>Capital Surplus/(Deficit)</b> |
|--------------|------------------------------------|----------------------------------|
| General Fund | (1,113,175)                        | (4,206,231)                      |
| Water Fund   | (359,059)                          | (38,000)                         |
| Sewer Fund   | 118,590                            |                                  |
| Waste Fund   | (8,261)                            |                                  |
| <b>Total</b> | <b>(1,361,905)<sup>^</sup></b>     | <b>(4,244,231)</b>               |

<sup>^</sup> Loss due to the governments Financial Assistance Grant of \$1.1m being received in June 2010 and therefore recognised in the previous financial year.

## WALGETT SHIRE COUNCIL AGENDA

### Summary of variations passed by council during the quarter to 30 September 2010

Variations passed by council in the Operating budget during the quarter to 30 September 2010:

#### **Income**

- |                                                 |           |
|-------------------------------------------------|-----------|
| • Strong Colli project Grant                    | \$147,166 |
| • Art Across the Ages Grant                     | \$22,561  |
| • Grant received for Youth Worker and Resources | \$105,000 |

**Total \$274,727**

#### **Expense**

- |                                         |            |
|-----------------------------------------|------------|
| • Strong Colli project expenditure      | \$147,166  |
| • Youth Officer grant expenditure       | \$85,000   |
| • Youth resources grant expenditure     | \$20,000   |
| • Art Across the Ages expenditure       | \$22,561   |
| • Relief Regulatory Officer             | \$13,000   |
| • Decrease in Planning Legal costs      | (\$2,000)  |
| • Decrease in Pesticide Pit remediation | (\$11,000) |

**Total \$274,727**

Variations passed by council in the Capital budget to 30 September 2010 are as follows:

#### **Income**

- |                                                                        |             |
|------------------------------------------------------------------------|-------------|
| • A receipt for roads to recovery funds                                | \$480,000   |
| • A receipt for the Regional Timber Bridge Partnership Capital program | \$1,637,430 |

**Total: \$2,117,430**

#### **Expense**

- |                                                                             |             |
|-----------------------------------------------------------------------------|-------------|
| • Carried forward incomplete capital projects from June 2010 consisting of: |             |
| ○ Burren Junction Bore Baths 2 <sup>nd</sup> Evaporation pond:              | \$ 70,000   |
| ○ Lightning Ridge Toilet Block                                              | \$ 15,000   |
| ○ Collarenebri Pool Shade Structure                                         | \$ 19,000   |
| ○ Walgett Cemetery Memorial Wall                                            | \$ 15,000   |
| ○ Rehabilitation of Walgett Levee Bank                                      | \$ 66,000   |
| ○ Lions Car Park Sealing                                                    | \$ 42,000   |
| ○ Walkway to Walli                                                          | \$ 13,000   |
| ○ Tree Replacement – Rowena                                                 | \$ 4,350    |
| ○ Acquisition of HACC Dementia Day Care Site                                | \$ 60,000   |
| ○ Meeting room at Cumborah                                                  | \$ 60,000   |
| ○ Lightning Ridge Water Meter Installations                                 | \$112,000   |
| ○ Walgett Metered Standpipes Replacement                                    | \$ 60,000   |
| ○ Heating Lightning Ridge Diving Pool                                       | \$ 22,000   |
| ○ Carinda Water Mains Replacement Program                                   | \$ 17,000   |
| ○ Walgett Open Water Drains Up-grade                                        | \$115,000   |
| • Collarenebri Toilet block                                                 | \$50,000    |
| • Collarenebri Skate Park Shade Shelter                                     | \$11,550    |
| • Round 3 Regional Infrastructure Projects                                  | \$137,000   |
| • Come by Chance Hall increase in expenditure                               | \$15,000    |
| • Rowena Hall Upgrade increase in expenditure                               | \$15,000    |
| • Stormwater capital budget reduction                                       | (\$10,000)  |
| • Fleet budget reduction                                                    | (\$115,000) |

**Total \$793,900**



## WALGETT SHIRE COUNCIL AGENDA

### Summary of identified further variations (variations are discussed in detail in the next section)

Identified variations in the General fund Operational budget for the Quarterly Review are as follows:

#### Income

- An increase in the Federal Assistance Grant for general use \$154,879
- An increase to the roads component of the Federal Assistance Grant \$507,547

**Total: \$662,426**

Identified variations in the Water and Sewer funds Operational budget for the Quarterly Review are as follows:

#### Expense

- An increase in the Valves and Hydrants repairs budget \$13,500
- A decrease in the reservoirs painting and minor control repairs budget (\$13,500)
- A decrease in the sewer treatment repairs and maintenance budget (\$6,000)

**Total (\$6,000)**

Identified variations in the General Fund Capital budget are:

#### Income

- Round 3 Regional Infrastructure projects \$200,000
- Collarenebri Aerodrome Lighting grant \$35,204

**Total \$235,204**

#### Expense

- Round 2 Regional Infrastructure projects with no current budget \$182,442
- An increase in the Bus Shelter construction project \$5,343
- Further expense for the reconstruction and seal of streets in Walgett \$57,833
- An increase for the Collarenebri Aerodrome Lighting expense \$70,408
- A reduction in expense for the Rowena Hall upgrade leaving \$20,000 for the non-regional infrastructure expense (\$15,000)
- A reduction in expense for the Come-by-Chance hall repairs leaving \$15,000 for the regional infrastructure expense (\$5,000)
- A reduction in Rural sealed pavement re-sealing (\$57,833)
- A reduction to the urban footpaths replacement program (\$35,204)

**Total \$202,989**

Identified variations in the Water and Sewer funds Capital budget are:

#### Expense

- An increase for a new Sewer pump in Walgett \$6,000

**Total \$6,000**

**Discussion of proposed changes:**

**GENERAL FUND**

**Operating budget**

- There was an original deficit of \$1.4m due to the first instalment of the federal assistance grant being given early in the prior financial year, therefore leaving the current year in deficit. The increase in the grant proposed of \$662,426 (made up of \$154,879 of general assistance, and \$507,547 for the roads component) represents an increase in the actual income to be received for the rest of this financial year, and does not take into account any further funds which could be granted early next year.

**Capital budget**

Out of the \$193,000 Round 2 Regional Infrastructure Project expenditure, the following balances have not been carried forward into the new financial year:

|                                                       |          |
|-------------------------------------------------------|----------|
| ○ Apex Park part 1                                    | \$59,721 |
| ○ Upgrade Collarenebri Tennis Courts                  | \$23,000 |
| ○ Refurbishment Collarenebri Tennis Courts at Carinda | \$15,000 |
| ○ Construction of Motocross Track                     | \$10,000 |
| ○ Shade Shelter at Cumborah                           | \$15,000 |
| ○ Upgrade of Burren Junction playground               | \$19,721 |
| ○ Opal & Fossil preparation shed in Lightning Ridge   | \$27,000 |
| ○ Rowena Hall refurbishment                           | \$10,000 |
| ○ Lighting at the Visitor Information centre          | \$3,000  |

Total: \$182,442

These were not carried forward in the original budget, however the funds have been restricted as at 30<sup>th</sup> June 2010, and therefore have been included in this budget review as a variation.

It is noted that the Come by Chance Hall repairs project is also a Regional Infrastructure project, however it has not been included in this carried forward list as it already has a budget, as discussed below. It is also noted that there was a small amount of advertising spent before the 30<sup>th</sup> June 2010 for the Apex park project and the Upgrade of the Burren Junction Playground, which is why the carried forward balances are slightly less than the original budget allocations.

- An amendment is needed for the Come by Chance Hall repairs budget (currently \$15,000) as the budgeted amount currently exceeds the agreed grant provided through the round 2 regional infrastructure project. The agreed grant's value is \$10,000, therefore a reduction in expense of \$5,000 is needed.
- The round 3 Regional Infrastructure project income of \$200,000 is also included as a variation. It is noted that only \$137,000 of this income has been allocated through council resolution so far. The remaining funds have been allocated to projects and will be detailed in a separate council resolution at a future council meeting.
- An amendment is needed for the repairs to the Rowena Hall upgrade to reduce its expense from \$35,000 back down to \$20,000, this was its original budget. The decrease of \$15,000 is due to funds which were thought to be available through the Regional Infrastructure program are not available.
- An increase in expense is also needed for the Walgett Local roads improvement budget line. The reconstruction and re-sealing of the Walgett streets project was budgeted to be completed in the prior year, but due to wet weather during the construction period, there has been an over-run of \$57,833. This accounts for the replacement of damaged

## **WALGETT SHIRE COUNCIL AGENDA**

materials, and extra time to complete the project. This amount will therefore be taken from the Rural sealed pavement re-sealing budget. This budget will be reviewed at a later date.

- Another carried forward project is for the Bus shelter construction. This project was completed in the 2009-2010 financial year, but there has been a delay in pulling all the costs associated with it into the correct budget line. This has lead to \$5,343 being allocated in the current financial year, and therefore a budget variation is needed to cover this current year cost. This project was financed by a specific grant which was restricted at year end, and therefore needs to be included as a budget variation.
- A new grant for the Collarenebri Aerodrome lighting has been granted sooner than expected. Therefore a budget variation is proposed to create an income line for the grant of \$35,204, and an expense line of \$70,408, and the other half of the funds to be taken from the footpaths replacement program, which will reduce its budget to \$364,796. The Director of Urban Infrastructure is satisfied that this budget reduction will not adversely affect the project.

### **WATER FUND**

- There is a proposed increase in the valves and hydrants repairs budget of \$13,500 which will be funded by a decrease in the reservoirs painting and minor control repairs budget in the water fund, due to the hydrants needing more repair than anticipated.

### **SEWER FUND**

#### **Decrease in operating expenditure/ Increase in operating revenue:**

- In the sewer fund there is a need to purchase a new pump worth \$6,000 to replace the pump in the number one pump in Walgett. This can be funded by a decrease in the sewer treatment repairs and maintenance budget.

The financial position of the council as at 30 September has improved, having regard to the original estimate of income and expenditure.

### **Relevant Reference Documents:**

Quarterly Budget Review to 30 September 2010  
Walgett Shire Council Management Plan 2010-2014

### **Stakeholders:**

Walgett Shire Council  
Walgett Shire Ratepayers

### **Financial Implications:**

Identified budget variations represent:

A net increase in the general operational budget of \$662,427,  
A net increase of \$32,215 in the general fund capital budget,  
A net increase in the Sewer fund operational fund of \$6,000, and  
A net decrease in the Sewer Capital fund of \$6,000.

### **Attachments:**

Quarterly Budget Review

**Quarterly Budget Review as at 30 September 2010**

**Recommendation:**

1. That Council note the quarterly budget review for the period to 30 September 2010 and adopt the changes as follows:

**General fund Operational Budget:**

**Income**

|                                                                      |                         |
|----------------------------------------------------------------------|-------------------------|
| * An increase in the Federal Assistance Grant for general use        | \$154,879               |
| * An increase to the roads component of the Federal Assistance Grant | \$507,547               |
|                                                                      | <b>Total: \$662,426</b> |

**Water and Sewer funds Operational budget:**

**Expense**

|                                                                          |                        |
|--------------------------------------------------------------------------|------------------------|
| * An increase in the Valves and Hydrants repairs budget                  | \$13,500               |
| * A decrease in the reservoirs Painting and minor control repairs budget | (\$13,500)             |
| * A decrease in the sewer treatment repairs and maintenance budget       | (\$6,000)              |
|                                                                          | <b>Total (\$6,000)</b> |

**General fund Capital budget:**

**Income**

|                                            |                        |
|--------------------------------------------|------------------------|
| * Round 3 Regional Infrastructure projects |                        |
| * Collarenebri Aerodrome Lighting grant    |                        |
|                                            | <b>Total \$235,204</b> |

**Expense**

|                                                                                                                       |                        |
|-----------------------------------------------------------------------------------------------------------------------|------------------------|
| * Round 2 Regional Infrastructure projects with no current budget                                                     | \$182,442              |
| * An increase in the Bus Shelter construction project                                                                 | \$5,343                |
| * Further expense for the reconstruction and seal of streets in Walgett                                               | \$57,833               |
| * An increase for the Collarenebri Aerodrome Lighting expense                                                         | \$70,408               |
| * A reduction in expense for the Rowena Hall upgrade leaving \$20,000 for the non-regional infrastructure expense     |                        |
| * A reduction in expense for the Come-by-Chance hall repairs leaving \$15,000 for the regional infrastructure expense |                        |
| * A reduction in Rural sealed pavement re-sealing                                                                     |                        |
| * A reduction to the urban footpaths replacement program                                                              |                        |
|                                                                                                                       | <b>Total \$202,989</b> |

**Water and Sewer funds Capital budget:**

**Expense**

|                                               |                      |
|-----------------------------------------------|----------------------|
| * An increase for a new Sewer pump in Walgett | \$6,000              |
|                                               | <b>Total \$6,000</b> |

**Moved:**

**Seconded:**

# WALGETT SHIRE COUNCIL AGENDA

| <div> <div>WALGETT SHIRE COUNCIL:</div> <div>ORGANISATION DIVISION:</div> <div>RESPONSIBILITY:</div> </div> <div> <div>Quarterly Budget Review to 30 September 2010</div> <div>All Division Operational Summary</div> <div>General Manager - Don Ramsland</div> </div> |                    |                    |                     |                 |                     |                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|---------------------|-----------------|---------------------|------------------|
|                                                                                                                                                                                                                                                                        | Original Budget    | Amended to date    | Actual Income/Costs | % Actual/Budget | Recommended Changes | Amended Budget   |
| <b><u>OPERATING REVENUE</u></b>                                                                                                                                                                                                                                        |                    |                    |                     |                 |                     |                  |
| Members and Executive                                                                                                                                                                                                                                                  | 296,939            | 296,939            | 37,639              | 13%             | 0                   | 296,939          |
| General Purpose Revenue                                                                                                                                                                                                                                                | 6,752,727          | 6,752,727          | 4,175,295           | 62%             | 154,879             | 6,907,606        |
| Corporate & Community Services                                                                                                                                                                                                                                         | 3,142,699          | 3,417,425          | 1,042,635           | 31%             | 0                   | 3,417,425        |
| Planning & Regulatory Services                                                                                                                                                                                                                                         | 155,291            | 155,291            | 46,799              | 30%             | 0                   | 155,291          |
| Rural Infrastructure and Support Services                                                                                                                                                                                                                              | 13,917,627         | 13,902,267         | 2,090,417           | 15%             | 507,547             | 14,409,814       |
| Urban Infrastructure Services                                                                                                                                                                                                                                          | 4,320,420          | 4,320,420          | 3,319,906           | 77%             | 0                   | 4,320,420        |
| TOTAL                                                                                                                                                                                                                                                                  | 28,585,703         | 28,845,069         | 10,712,691          |                 | 662,426             | 29,507,495       |
| <b><u>OPERATING EXPENDITURE</u></b>                                                                                                                                                                                                                                    |                    |                    |                     |                 |                     |                  |
| Members and Executive                                                                                                                                                                                                                                                  | 1,163,224          | 1,163,224          | 533,672             | 46%             | 0                   | 1,163,224        |
| Corporate & Community Services                                                                                                                                                                                                                                         | 5,182,094          | 5,456,819          | 1,438,930           | 26%             | 0                   | 5,456,819        |
| Planning & Regulatory Services                                                                                                                                                                                                                                         | 1,415,501          | 1,415,501          | 315,187             | 22%             | 0                   | 1,415,501        |
| Rural Infrastructure and Support Services                                                                                                                                                                                                                              | 13,624,207         | 13,608,847         | 3,356,395           | 25%             | 0                   | 13,608,847       |
| Urban Infrastructure Services                                                                                                                                                                                                                                          | 8,562,582          | 8,562,582          | 2,934,789           | 34%             | (6,000)             | 8,556,582        |
| TOTAL                                                                                                                                                                                                                                                                  | 29,947,608         | 30,206,973         | 8,578,972           |                 | (6,000)             | 30,200,973       |
| <b>NETT OPERATING SURPLUS/(DEFICIT)</b>                                                                                                                                                                                                                                | <b>(1,361,905)</b> | <b>(1,361,904)</b> | <b>2,133,719</b>    |                 | <b>668,426</b>      | <b>(693,478)</b> |

# **WALGETT SHIRE COUNCIL AGENDA**

|                                                  | Original<br>Budget | Amended<br>to date | Actual<br>profit/(loss) | Recommended<br>Changes | Amended<br>Budget |
|--------------------------------------------------|--------------------|--------------------|-------------------------|------------------------|-------------------|
| <b>NETT (Deficit) / Surplus</b>                  |                    |                    |                         |                        |                   |
| <b>Members and Executive</b>                     | (866,285)          | (866,285)          | (496,033)               | 0                      | (866,285)         |
| <b>General Purpose Revenue</b>                   | 6,752,727          | 6,752,727          | 4,175,295               | 154,879                | 6,907,606         |
| <b>Corporate &amp; Community Services</b>        | (2,039,395)        | (2,039,394)        | (396,295)               | 0                      | (2,039,394)       |
| <b>Planning &amp; Regulatory Services</b>        | (1,260,210)        | (1,260,210)        | (268,388)               | 0                      | (1,260,210)       |
| <b>Rural Infrastructure and Support Services</b> | 293,420            | 293,420            | (1,265,978)             | 507,547                | 800,967           |
| <b>Urban</b>                                     | (3,993,431)        | (3,993,432)        | (1,325,876)             | 6,000                  | (3,993,432)       |
| <b>Water</b>                                     | (359,059)          | (359,059)          | 676,043                 | 0                      | (359,059)         |
| <b>Sewer</b>                                     | 118,590            | 118,590            | 526,085                 |                        | 124,590           |
| <b>Waste</b>                                     | (8,261)            | (8,261)            | 508,866                 |                        | (8,261)           |
|                                                  | <b>(1,361,905)</b> | <b>(1,361,904)</b> | <b>2,133,719</b>        | <b>668,426</b>         | <b>(693,478)</b>  |

# WALGETT SHIRE COUNCIL AGENDA

| WALGETT SHIRE COUNCIL:<br>ORGANISATIONAL DIVISION:<br>RESPONSIBILITY:                                                  |                    |                    |                        |                    |                   |
|------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|------------------------|--------------------|-------------------|
| Quarterly Budget Review to 30 September<br>2010<br>Members and Executive<br>Council and General Manager - Don Ramsland |                    |                    |                        |                    |                   |
|                                                                                                                        | Original<br>Budget | Amended<br>to date | Actual<br>Income/Costs | %<br>Actual/Budget | Amended<br>Budget |
| <b><u>OPERATING REVENUE</u></b>                                                                                        |                    |                    |                        |                    |                   |
| Operation Revenue (internal)                                                                                           | 296,939            | 296,939            | 37,639                 | 0                  | 296,939           |
| TOTAL                                                                                                                  | 296,939            | 296,939            | 37,639                 | 0                  | 296,939           |
| <b><u>OPERATING EXPENDITURE</u></b>                                                                                    |                    |                    |                        |                    |                   |
| Governance -Cost of Council Democratic operations                                                                      | 296,942            | 296,942            | 43,927                 | 0                  | 296,942           |
| Section 356 Donations and Subsidies                                                                                    | 866,282            | 866,282            | 489,745                | 0                  | 866,282           |
| TOTAL                                                                                                                  | 1,163,224          | 1,163,224          | 533,672                | 0                  | 1,163,224         |
| <b>NETT OPERATING SURPLUS/(DEFICIT)</b>                                                                                | <b>(866,285)</b>   | <b>(866,285)</b>   | <b>(496,033)</b>       |                    | <b>(866,285)</b>  |

# WALGETT SHIRE COUNCIL AGENDA

| WALGETT SHIRE COUNCIL:<br>ORGANISATION DIVISION:<br>RESPONSIBILITY: |       | Quarterly Budget Review to 30 September<br>2010<br>Corporate and Community Services<br>Director of Corporate and Community Services - Carole Medcalf |                    |                        |                        |                   |
|---------------------------------------------------------------------|-------|------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------|------------------------|-------------------|
|                                                                     |       | Original<br>Budget                                                                                                                                   | Amended<br>to date | Actual<br>Income/Costs | Recommended<br>Changes | Amended<br>Budget |
| <u>OPERATING REVENUE</u>                                            |       |                                                                                                                                                      |                    |                        |                        |                   |
| Corporate Services Administration                                   |       | 2,934,043                                                                                                                                            | 2,934,042          | 996,766                | 0                      | 2,934,042         |
| Community Services and Education                                    |       | 49,586                                                                                                                                               | 301,752            | 28,143                 | 0                      | 301,752           |
| Recreational & Culture                                              |       | 79,212                                                                                                                                               | 101,773            | 1,605                  |                        | 101,773           |
| Economic Affairs                                                    |       | 79,858                                                                                                                                               | 79,858             | 16,121                 |                        | 79,858            |
|                                                                     | TOTAL | 3,142,699                                                                                                                                            | 3,417,425          | 1,042,635              | 0                      | 3,417,425         |
| <u>OPERATING EXPENDITURE</u>                                        |       |                                                                                                                                                      |                    |                        |                        |                   |
| Corporate Services Administration                                   |       | 3,809,601                                                                                                                                            | 3,809,601          | 1,224,195              | 0                      | 3,809,601         |
| Community Services and Education                                    |       | 431,919                                                                                                                                              | 684,083            | 88,626                 | 0                      | 684,083           |
| Recreational & Culture                                              |       | 402,031                                                                                                                                              | 424,592            | 79,543                 |                        | 424,592           |
| Economic Affairs                                                    |       | 538,543                                                                                                                                              | 538,543            | 46,566                 | 0                      | 538,543           |
|                                                                     | TOTAL | 5,182,094                                                                                                                                            | 5,456,819          | 1,438,930              | 0                      | 5,456,819         |
| NETT OPERATING SURPLUS/DEFICIT                                      |       | (2,039,395)                                                                                                                                          | (2,039,394)        | (396,295)              |                        | (2,039,394)       |



# WALGETT SHIRE COUNCIL AGENDA

|                                                                     |       |                                                                                                                                        |                 |                     |                     |                |
|---------------------------------------------------------------------|-------|----------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------|---------------------|----------------|
| WALGETT SHIRE COUNCIL:<br>ORGANISATION DIVISION:<br>RESPONSIBILITY: |       | Quarterly Budget Review to 30 September 2010<br>Planning & Regulations<br>Director of Planning & Regulatory Services - Matthew Goodwin |                 |                     |                     |                |
|                                                                     |       | Original Budget                                                                                                                        | Amended to date | Actual Income/Costs | Recommended Changes | Amended Budget |
| <u>OPERATING REVENUE</u>                                            |       |                                                                                                                                        |                 |                     |                     |                |
| Administration                                                      |       | 96,700                                                                                                                                 | 96,700          | 19,000              | 0                   | 96,700         |
| Public order and safety                                             |       | 6,000                                                                                                                                  | 6,000           | 4,008               | 0                   | 6,000          |
| Health                                                              |       | 1,500                                                                                                                                  | 400             | 400                 | 0                   | 400            |
| Mining, Manufacturing & Construction                                |       | 51,091                                                                                                                                 | 51,091          | 23,391              | 0                   | 51,091         |
|                                                                     | TOTAL | 155,291                                                                                                                                | 154,191         | 46,799              | 0                   | 154,191        |
| <u>OPERATING EXPENDITURE</u>                                        |       |                                                                                                                                        |                 |                     |                     |                |
| Administration                                                      |       | 1,077,307                                                                                                                              | 1,075,307       | 194,399             | 0                   | 1,075,307      |
| Public order and safety                                             |       | 142,800                                                                                                                                | 155,800         | 36,477              | 0                   | 155,800        |
| Health                                                              |       | 195,394                                                                                                                                | 184,394         | 84,311              | 0                   | 184,394        |
|                                                                     | TOTAL | 1,415,501                                                                                                                              | 1,415,501       | 315,187             | 0                   | 1,415,501      |
| NETT OPERATING SURPLUS/(DEFICIT)                                    |       | (1,260,210)                                                                                                                            | (1,261,310)     | (268,388)           |                     | (1,261,310)    |

# WALGETT SHIRE COUNCIL AGENDA

|                                                                     |  |                                                                                                                                                 |                 |                     |                     |                |
|---------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------------------|---------------------|----------------|
| WALGETT SHIRE COUNCIL:<br>ORGANISATION DIVISION:<br>RESPONSIBILITY: |  | Quarterly Budget Review to 30 September 2010<br>Rural Infrastructure and Support Services<br>Director of Rural and Support Services -Ian Taylor |                 |                     |                     |                |
|                                                                     |  | Original Budget                                                                                                                                 | Amended to date | Actual Income/Costs | Recommended Changes | Amended Budget |
| <u>OPERATING REVENUE</u>                                            |  |                                                                                                                                                 |                 |                     |                     |                |
| Administration and Support Services                                 |  | 1,574,212                                                                                                                                       | 1,574,212       | 387,915             | 0                   | 1,574,212      |
| Public Order and Safety                                             |  | 10,000                                                                                                                                          | 10,000          | 0                   | 0                   | 10,000         |
| Transport -fleet, Roads and RTA Works                               |  | 12,091,355                                                                                                                                      | 12,075,995      | 1,634,141           | 507,547             | 12,583,542     |
| Economic Affairs                                                    |  | 242,060                                                                                                                                         | 242,060         | 68,361              | 0                   | 242,060        |
| TOTAL                                                               |  | 13,917,627                                                                                                                                      | 13,902,267      | 2,090,417           | 507,547             | 14,409,814     |
| <u>OPERATING EXPENDITURE</u>                                        |  |                                                                                                                                                 |                 |                     |                     |                |
| Administration and Support Services                                 |  | 1,600,383                                                                                                                                       | 1,600,383       | 610,749             | 0                   | 1,600,383      |
| Public Order and Safety                                             |  | 255,059                                                                                                                                         | 255,059         | 230,017             | 0                   | 255,059        |
| Transport -fleet, Roads and RTA Works                               |  | 11,396,305                                                                                                                                      | 11,380,945      | 2,428,170           | 0                   | 11,380,945     |
| Economic Affairs                                                    |  | 372,460                                                                                                                                         | 372,460         | 87,458              | 0                   | 372,460        |
| TOTAL                                                               |  | 13,624,207                                                                                                                                      | 13,608,847      | 3,356,395           | 0                   | 13,608,847     |
| NETT OPERATING SURPLUS/(DEFICIT)                                    |  | 293,420                                                                                                                                         | 293,420         | (1,265,978)         |                     | 800,967        |

**WALGETT SHIRE COUNCIL AGENDA**

|                                                 |                                                              |                    |                     |                     |                    |
|-------------------------------------------------|--------------------------------------------------------------|--------------------|---------------------|---------------------|--------------------|
| <b>WALGETT SHIRE COUNCIL:</b>                   | Quarterly Budget Review to 30 September 2010                 |                    |                     |                     |                    |
| <b>ORGANISATION DIVISION:</b>                   | Urban Infrastructure Services                                |                    |                     |                     |                    |
| <b>RESPONSIBILITY:</b>                          | Director of Urban Infrastructure Services -Siegfredo Coralde |                    |                     |                     |                    |
|                                                 | Original Budget                                              | Amended to date    | Actual Income/Costs | Recommended Changes | Amended Budget     |
| <b><u>OPERATING REVENUE</u></b>                 |                                                              |                    |                     |                     |                    |
| Engineering Administration and Support services | 920,190                                                      | 920,190            | 265,198             | 0                   | 920,190            |
| Housing and Community Amenities                 | 320,340                                                      | 320,340            | 90,402              | 0                   | 320,340            |
| Recreation & Culture                            | 0                                                            | 0                  | 0                   | 0                   |                    |
| Transport & Communication                       | 11,220                                                       | 11,220             | 3,327               | 0                   | 11,220             |
| Economic Affairs                                | 14,000                                                       | 14,000             | 0                   | 0                   | 14,000             |
| Domestic Waste Management                       | 1,095,041                                                    | 1,095,041          | 1,051,646           | 0                   | 1,095,041          |
| Water Supplies                                  | 1,234,637                                                    | 1,234,637          | 1,205,100           | 0                   | 1,234,637          |
| Sewerage Supplies                               | 724,993                                                      | 724,993            | 704,233             | 0                   | 724,993            |
| <b>TOTAL</b>                                    | <b>4,320,420</b>                                             | <b>4,320,421</b>   | <b>3,319,906</b>    | <b>0</b>            | <b>4,320,421</b>   |
| <b><u>OPERATING EXPENDITURE</u></b>             |                                                              |                    |                     |                     |                    |
| Engineering Adminstration                       | 1,880,873                                                    | 1,880,873          | 556,156             | 0                   | 1,880,873          |
| Housing and Community Amenities                 | 2,097,999                                                    | 2,097,999          | 601,475             | 0                   | 2,097,999          |
| Recreation & Culture                            | 899,133                                                      | 899,133            | 436,936             | 0                   | 899,133            |
| Transport & Communication                       | 367,186                                                      | 367,186            | 82,945              | 0                   | 367,186            |
| Economic Affairs                                | 13,990                                                       | 13,990             | 7,291               | 0                   | 13,990             |
| Domestic Waste Management                       | 1,103,302                                                    | 1,103,302          | 542,781             | 0                   | 1,103,302          |
| Water Supplies                                  | 1,593,696                                                    | 1,593,696          | 529,057             | 0                   | 1,593,696          |
| Sewerage Supplies                               | 606,403                                                      | 606,403            | 178,148             | (6,000)             | 600,403            |
| <b>TOTAL</b>                                    | <b>8,562,582</b>                                             | <b>8,562,582</b>   | <b>2,934,789</b>    | <b>(6,000)</b>      | <b>8,556,582</b>   |
| <b>NETT OPERATING SURPLUS/(DEFICIT)</b>         | <b>(4,242,162)</b>                                           | <b>(4,242,161)</b> | <b>385,117</b>      | <b>6,000</b>        | <b>(4,236,161)</b> |

# WALGETT SHIRE COUNCIL AGENDA

|                                           |                                              |                 |                     |                     |                |
|-------------------------------------------|----------------------------------------------|-----------------|---------------------|---------------------|----------------|
| WALGETT SHIRE COUNCIL:                    | Quarterly Budget Review to 30 September 2010 |                 |                     |                     |                |
| ORGANISATION DIVISION:                    | All Division Summary                         |                 |                     |                     |                |
| RESPONSIBILITY:                           | General Manager - Don Ramsland               |                 |                     |                     |                |
|                                           | Original Budget                              | Amended to date | Actual Income/Costs | Recommended Changes | Amended Budget |
| <u>CAPITAL REVENUE</u>                    |                                              |                 |                     |                     |                |
| Corporate & Community Services            | 0                                            | 0               | 0                   | 0                   | 0              |
| Rural Infrastructure and Support Services | 170,000                                      | 2,287,430       | 801,528             | 0                   | 2,287,430      |
| Urban Infrastructure Services             | 0                                            | 40,000          | 0                   | 235,204             | 275,204        |
| TOTAL                                     | 170,000                                      | 2,327,430       | 801,528             | 235,204             | 2,562,634      |
| <u>CAPITAL EXPENDITURE</u>                |                                              |                 |                     |                     |                |
| Corporate & Community Services            | 120,600                                      | 60,600          | 37,599              | 0                   | 60,600         |
| Rural Infrastructure and Support Services | 3,390,631                                    | 3,275,631       | 234,672             | 0                   | 3,275,631      |
| Urban Infrastructure Services             | 903,000                                      | 1,911,900       | 76,765              | 208,989             | 2,120,889      |
| TOTAL                                     | 4,414,231                                    | 5,248,131       | 349,036             | 208,989             | 5,457,120      |
| NETT CAPITAL SURPLUS/(DEFICIT)            | (4,244,231)                                  | (2,920,701)     | 452,492             | 26,215              | (2,894,486)    |

|                                           |                        |                        |                             |                            |                       |
|-------------------------------------------|------------------------|------------------------|-----------------------------|----------------------------|-----------------------|
|                                           | <b>Original Budget</b> | <b>Amended to date</b> | <b>Actual profit/(loss)</b> | <b>Recommended Changes</b> | <b>Amended Budget</b> |
| <b>NETT</b>                               |                        |                        |                             |                            |                       |
| Corporate & Community Services            | (120,600)              | (60,600)               | (37,599)                    | 0                          | (60,600)              |
| Rural Infrastructure and Support Services | (3,220,631)            | (988,201)              | 566,856                     | 0                          | (988,201)             |
| Urban                                     | (903,000)              | (1,871,900)            | (76,765)                    | 26,215                     | (1,845,685)           |
|                                           | <b>(4,244,231)</b>     | <b>(2,920,701)</b>     | <b>452,492</b>              | <b>26,215</b>              | <b>(2,894,486)</b>    |

# WALGETT SHIRE COUNCIL AGENDA

|                                   |  |                                                               |                 |                     |                     |                |
|-----------------------------------|--|---------------------------------------------------------------|-----------------|---------------------|---------------------|----------------|
| WALGETT SHIRE COUNCIL:            |  | Quarterly Budget Review to 30 September 2010                  |                 |                     |                     |                |
| ORGANISATION DIVISION:            |  | Corporate and Community Services                              |                 |                     |                     |                |
| RESPONSIBILITY:                   |  | Director of Corporate and Community Services - Carole Medcalf |                 |                     |                     |                |
|                                   |  | Original Budget                                               | Amended to date | Actual Income/Costs | Recommended Changes | Amended Budget |
| <u>CAPITAL EXPENDITURE</u>        |  |                                                               |                 |                     |                     |                |
| Corporate Services Administration |  | 120,600                                                       | 60,600          | 37,599              | 0                   | 60,600         |
| TOTAL                             |  | 120,600                                                       | 60,600          | 37,599              | 0                   | 60,600         |
| NETT CAPITAL SURPLUS/(DEFICIT)    |  | (120,600)                                                     | (60,600)        | (37,599)            | 0                   | (60,600)       |

|                                                                     |       |                                                                                                                                                 |                    |                        |                        |                   |
|---------------------------------------------------------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------|------------------------|-------------------|
| WALGETT SHIRE COUNCIL:<br>ORGANISATION DIVISION:<br>RESPONSIBILITY: |       | Quarterly Budget Review to 30 September 2010<br>Rural Infrastructure and Support Services<br>Director of Rural and Support Services -Ian Taylor |                    |                        |                        |                   |
|                                                                     |       | Original<br>Budget                                                                                                                              | Amended<br>to date | Actual<br>Income/Costs | Recommended<br>Changes | Amended<br>Budget |
| <u>CAPITAL REVENUE</u>                                              |       |                                                                                                                                                 |                    |                        |                        |                   |
| Transport -fleet, Roads and RTA Works                               |       | 170,000                                                                                                                                         | 2,287,430          | 801,528                |                        | 2,287,430         |
|                                                                     | TOTAL | 170,000                                                                                                                                         | 2,287,430          | 801,528                | 0                      | 2,287,430         |
| <u>CAPITAL EXPENDITURE</u>                                          |       |                                                                                                                                                 |                    |                        |                        |                   |
| Administration and Support Services                                 |       | 52,500                                                                                                                                          | 52,500             | 2,935                  | 0                      | 52,500            |
| Transport -fleet, Roads and RTA Works                               |       | 3,338,131                                                                                                                                       | 3,223,131          | 231,737                | 0                      | 3,223,131         |
|                                                                     | TOTAL | 3,390,631                                                                                                                                       | 3,275,631          | 234,672                | 0                      | 3,275,631         |
| NETT CAPITAL SURPLUS/(DEFICIT)                                      |       | (3,220,631)                                                                                                                                     | (\$988,201)        | 566,856                | 0                      | (988,201)         |

# WALGETT SHIRE COUNCIL AGENDA

| WALGETT SHIRE COUNCIL:<br>ORGANISATION DIVISION:<br>RESPONSIBILITY: |  | Quarterly Budget Review to 30 September 2010<br>Urban Infrastructure Services<br>Director of Urban Infrastructure Services -Siegfredo Coralde |                    |                        |                        |                   |
|---------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------|------------------------|-------------------|
|                                                                     |  | Original<br>Budget                                                                                                                            | Amended<br>to date | Actual<br>Income/Costs | Recommended<br>Changes | Amended<br>Budget |
| <u>CAPITAL REVENUE</u>                                              |  |                                                                                                                                               |                    |                        |                        |                   |
| Recreation & Culture                                                |  | 0                                                                                                                                             | 40,000             | 0                      | 200,000                | 240,000           |
| Transport & Communication                                           |  |                                                                                                                                               |                    |                        | 35,204                 | 35,204            |
| TOTAL                                                               |  | 0                                                                                                                                             | 40,000             | 0                      | 235,204                | 275,204           |
| <u>CAPITAL EXPENDITURE</u>                                          |  |                                                                                                                                               |                    |                        |                        |                   |
| Housing and Community Amenities                                     |  | 105,000                                                                                                                                       | 225,000            | 2,390                  | 0                      | 225,000           |
| Recreation & Culture                                                |  | 205,000                                                                                                                                       | 691,900            | 74,235                 | 167,785                | 859,685           |
| Transport & Communication                                           |  | 555,000                                                                                                                                       | 663,000            | 140                    | 35,204                 | 698,204           |
| Domestic Waste Management                                           |  | 10,000                                                                                                                                        | 0                  | 0                      |                        |                   |
| Water Supplies                                                      |  | 28,000                                                                                                                                        | 332,000            | 0                      | 0                      | 332,000           |
| Sewerage Supplies                                                   |  | 0                                                                                                                                             |                    |                        | 6,000                  | 6,000             |
| TOTAL                                                               |  | 903,000                                                                                                                                       | 1,911,900          | 76,765                 | 208,989                | 2,120,889         |
| NETT CAPITAL SURPLUS/(DEFICIT)                                      |  | (903,000)                                                                                                                                     | (1,871,900)        | (76,765)               | 26,215                 | (1,845,685)       |

## 14. CASH ON HAND AND INVESTMENT REPORT AS AT 31 OCTOBER 2010

**REPORTING SECTION:** Corporate and Community Services  
**AUTHOR:** Shane Roberts – 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 2010.

### Discussion (including issues and background):

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

As at 31 October 2010 the operational bank account's balance was \$2,671,290.58. The reconciliation of this balance is:

#### Operational Account Bank Reconciliation As at 31 October 2010

|                                                                |                         |
|----------------------------------------------------------------|-------------------------|
|                                                                | \$                      |
| <b>Opening Ledger Account Balance as at 1 October 2010</b>     | <b>3,232,033.96</b>     |
| Add: Receipts                                                  | 2,796,579.48            |
| Add: Recalled Investments                                      | -                       |
| Less: New Investments                                          | -                       |
| Less: Payments                                                 | (3,357,322.86)          |
| <b>Closing Ledger Balance as at 31 October 2010</b>            | <b>2,671,290.58</b>     |
| <br><b>Balance as per Bank Statement as at 31 October 2010</b> | <br><b>2,705,641.01</b> |
| Add: Receipts not banked                                       | 8,911.39                |
| Less: Payments not presented                                   | (43,261.82)             |
| <b>Closing Balance of Bank Account</b>                         | <b>2,671,290.58</b>     |

As at 31 October 2010 Walgett Shire Council's Investment Register balance was \$5,014,358.71. The balance as per the attached investment report comprised:

|                                                    |                |
|----------------------------------------------------|----------------|
| Term Deposits                                      | \$5,000,000.00 |
| Floating Rate Collateralized Debt Obligation (CDO) | \$ 14,358.71   |

The market values disclosed for the Floating Rate Collateralized Debt Obligation (CDO) are market values as at 30 August 2009 and were supplied by the ANZ Group.

## WALGETT SHIRE COUNCIL AGENDA

As at 31 October 2010 Walgett Shire Council's total available cash and invested funds were \$7,685,649.29 represented by:

|                         |                |
|-------------------------|----------------|
| Working Account Balance | \$2,671,290.58 |
| Investments             | \$5,014,358.71 |

### Cash on Hand and Investment Report as at 31 October 2010

**Recommendation:**

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

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



## WALGETT SHIRE COUNCIL AGENDA

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

| <u>Investment Institution</u>                               | <u>Type of Investment</u> | <u>Term<br/>(days)</u> | <u>Rate %</u> | <u>Ref</u> | <u>Reset Date</u> | <u>Maturity Date</u> |                 |
|-------------------------------------------------------------|---------------------------|------------------------|---------------|------------|-------------------|----------------------|-----------------|
| <b>Term Deposits</b>                                        |                           |                        |               |            |                   |                      |                 |
| Newcastle Permanent Building Society                        | Term Deposit              | 151                    | 6.05          | 635/10     |                   | 09-Nov-10            | \$ 250,000.00   |
| National Australia Bank                                     | Term Deposit              | 165                    | 6.00          | 636/10     |                   | 23-Nov-10            | \$ 250,000.00   |
| National Australia Bank                                     | Term Deposit              | 186                    | 6.35          | 637/10     |                   | 14-Dec-10            | \$ 250,000.00   |
| National Australia Bank                                     | Term Deposit              | 193                    | 6.35          | 638/10     |                   | 21-Dec-10            | \$ 250,000.00   |
| Bankwest                                                    | Term Deposit              | 126                    | 5.75          | 641/10     |                   | 02-Nov-10            | \$ 250,000.00   |
| Bankwest                                                    | Term Deposit              | 154                    | 5.85          | 642/10     |                   | 30-Nov-10            | \$ 250,000.00   |
| Bankwest                                                    | Term Deposit              | 161                    | 5.85          | 643/10     |                   | 07-Dec-10            | \$ 250,000.00   |
| Bankwest                                                    | Term Deposit              | 196                    | 6.00          | 644/10     |                   | 11-Jan-11            | \$ 250,000.00   |
| Credit Union Australia                                      | Term Deposit              | 210                    | 6.16          | 645/10     |                   | 25-Jan-11            | \$ 250,000.00   |
| Credit Union Australia                                      | Term Deposit              | 245                    | 6.14          | 646/10     |                   | 01-Mar-11            | \$ 250,000.00   |
| Australian Defence Credit Union                             | Term Deposit              | 91                     | 5.66          | 647/11     |                   | 30-Nov-10            | \$ 500,000.00   |
| Bank of Queensland                                          | Term Deposit              | 98                     | 5.75          | 648/11     |                   | 07-Dec-10            | \$ 500,000.00   |
| National Australia Bank                                     | Term Deposit              | 91                     | 5.82          | 649/11     |                   | 14-Dec-10            | \$ 250,000.00   |
| Newcastle Permanent Building Society                        | Term Deposit              | 100                    | 5.87          | 650/11     |                   | 07-Jan-11            | \$ 250,000.00   |
| Macquarie Bank                                              | Term Deposit              | 98                     | 5.50          | 651/11     |                   | 11-Jan-11            | \$ 250,000.00   |
| Newcastle Permanent Building Society                        | Term Deposit              | 98                     | 5.75          | 652/11     |                   | 18-Jan-11            | \$ 250,000.00   |
| Macquarie Bank                                              | Term Deposit              | 91                     | 5.50          | 653/11     |                   | 18-Jan-11            | \$ 250,000.00   |
| Newcastle Permanent Building Society                        | Term Deposit              | 91                     | 5.80          | 654/11     |                   | 25-Jan-11            | \$ 250,000.00   |
|                                                             |                           |                        |               |            |                   |                      | 5,000,000.00    |
| <b>Floating Rates Collateralized Debt Obligations (CDO)</b> |                           |                        |               |            |                   |                      |                 |
| Zircon Finance Ltd                                          | Floating Rate CDO         |                        | 0.00          |            |                   | 20-Sep-14            | \$ 0.00         |
| Morgan Stanley Aces SP                                      | Floating Rate CDO         | 91                     | 6.950         |            | 20-Dec-10         | 20-Jun-15            | \$ 12,165.59    |
| Helium Capital Ltd                                          | Floating Rate CDO         | 92                     | 6.7417        |            | 23-Dec-10         | 23-Jun-14            | \$ 2,193.12     |
|                                                             |                           |                        |               |            |                   |                      | \$ 14,358.71    |
|                                                             |                           |                        |               |            |                   |                      | \$ 5,014,358.71 |

Investment Report as at 31 October 2010

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



Susie Jones  
Finance Manager

## **15. TOURISM BRANDING BILLBOARDS AND BROCHURE**

**REPORTING SECTION:** Corporate and Community Services

**AUTHOR:** Carole Medcalf – Director Corporate and Community Services

**FILE NUMBER:** 09/1754

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### **Summary:**

A proposal that Council purchase billboard space at 3-4 strategic places outside of the Shire eg at Bourke, Moree, Dubbo, Gilgandra using the images presented by the consultants with an invitation to visit Walgett Shire was approved by Council in March along with the development of a new Tourism brochure for the Shire. An EOI was put out and responded to and Outback NSW have taken photographs around the Shire to use in the brochure. The draft brochure has been forwarded to staff for review.

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

A series of images with some of the branding suggestions have been selected and will be shown to councillors on the projector at the meeting. The location of the billboards is strategically important and should be, as previously discussed at entrance points to, or just outside of, the region not to the Shire. Rather than have four large billboards, given the number of images it would be advisable to have smaller billboards in greater numbers. For the costings, which can't be finalised until the images are determined, it would appear that between 10-15 billboards will be available including artwork and installation.

Suggested locations are identified on the attached map and include east of Moree, west of Bourke, east of Dubbo, at the foot of the Blue Mountains, at Gilgandra and in the Hunter Valley. Locations 1-7 are where we currently draw tourists from now and are indicated as likely people to be interested in the type of experience that the Shire offers. Locations 8-12 are on highways where the types of messages about the Shire are likely to be appreciated.

### **Relevant Reference Documents:**

Walgett Shire Tourism Branding Strategy  
Walgett Shire Tourism Strategy

### **Stakeholders:**

Walgett Shire Council  
Walgett Shire ratepayers  
Tourism Operators in Walgett Shire

### **Financial Implications:**

Budgeted expenditure - The available approved budget is \$26,800.

**Tourism Branding Billboards and Brochure**

**Recommendation:**

Walgett Shire Council resolves to:

1. Endorse and proceed with the proposed billboard campaign.

**Moved:**

**Seconded:**

**Attachments:**

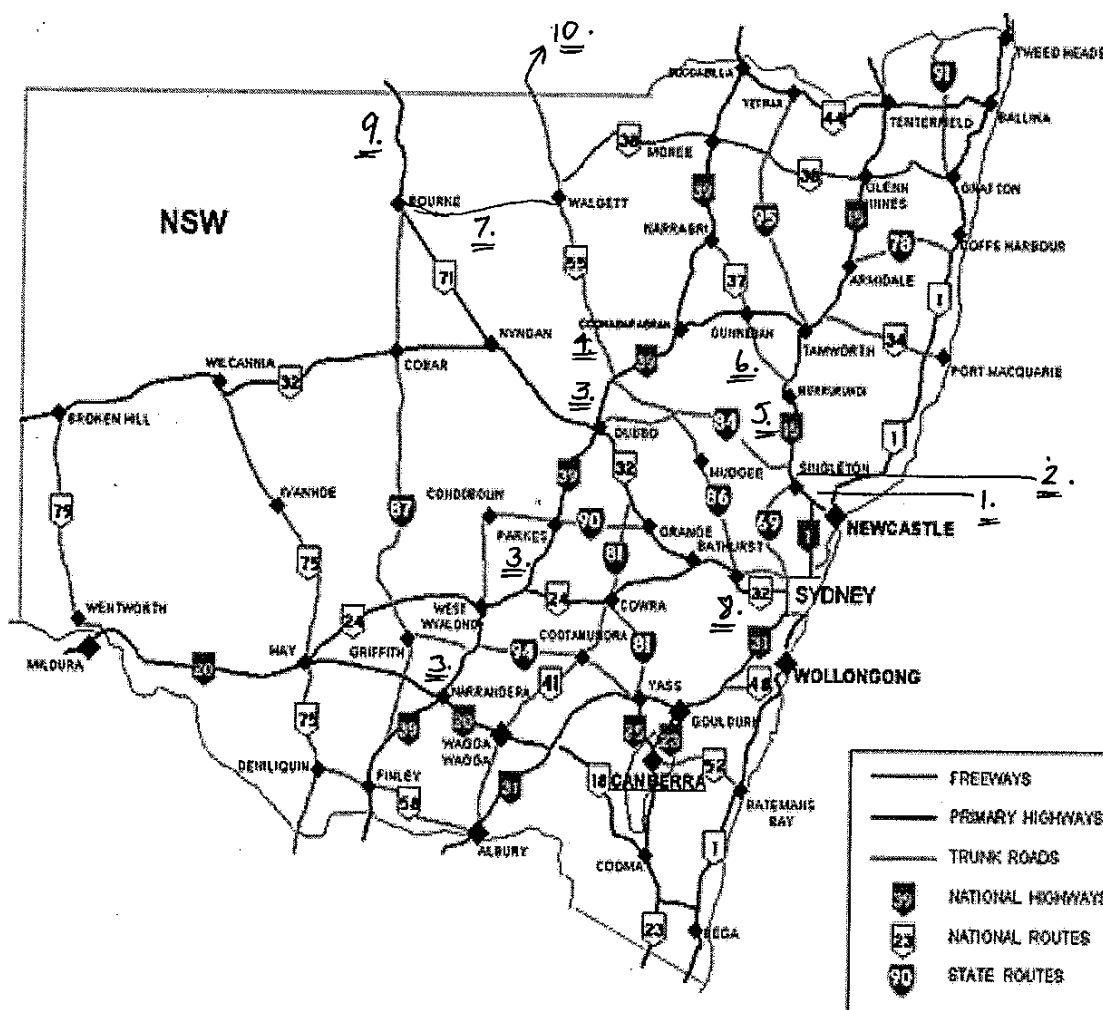
Map of NSW with proposed locations for billboards marked.

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## Walgett Shire

### Proposed Billboard locations

1. New England Hwy - Newcastle - Singleton
2. Golden Hwy - Singleton - Gilgandra
3. Newell Hwy - Tocomwal - Gilgandra
4. Castlereagh Hwy - Tocomwal - Gilgandra
5. New England Hwy - Singleton - Willow Tree
6. Kamilaroi Hwy - Willow Tree - Walgett
7. Kamilaroi Hwy - Bourke - Walgett
8. Great Western Hwy - Sydney - Katoomba
9. Mitchell Hwy - Bourke - Cunnamulla
10. Castlereagh Hwy - Lightning Ridge & St George Qld.
11. Newell Hwy - Narrandera - West Wyalong
12. Gwydir Hwy - Inverell - Moree



## **16. DA, CARAVAN PARK, LIGHTNING RIDGE**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Director of Planning & Regulatory Services, Matthew Goodwin  
**FILE NUMBER:** DA2010/037

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### **Summary:**

Development Application 2010/037 to redevelop the Lightning Ridge Caravan Park has been lodged by the Land and Property Management Authority. It is recommended that Council resolve to approve the application subject to appropriate development consent conditions.

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

The Land and Property Management Authority (LPMA) has lodged Development Application 2010/037 to redevelop and expand the Lightning Ridge Caravan Park, located in Harlequin St, Lightning Ridge as per the attached site plan (Attachment A).

The LPMA has also submitted a survey plan (Attachment B) for a subdivision in conjunction with this Development Application to establish:

- A new 171 square metre lot over the public toilet recently constructed (shown as proposed lot 101).
- A new 972 square metre lot over part of lot 25 DP 752756 presently fenced off as part of the caravan park (shown as proposed lot 103).

A review of the documentation submitted with the Development Application led to:

- An observation that the subdivision plan shows a 171.6 square metre (13.94 by 12.315m) lot for the public toilet (Attachment B) while the proposed site plan shows a 258.85 square metre (15.5 by 16.7m) lot for the public toilet.
- The larger lot is required to enable room for the existing septic tank and avoiding any future boundary fence from being erected over an effluent main.
- A written commitment (via e-mail dated 15-11-2010) from Andrew Bell, Senior Manager Far West Area of the LPMA, for a revised site plan to be submitted to Council which provides for the larger area for the public toilet.

A development assessment report (Attachment C) is attached. As noted in the report, section 89 of the Environmental Planning and Assessment Act 1979 prevents Council from:

- Refusing the application, except with the consent of the Minister for Planning (S.89(1)(a)).
- Imposing development consent conditions, except with the approval of the applicant or the Minister for Planning (S.89(1)(b)).

Council staff have recommended that the Development Application be approved subject to appropriate conditions of consent. On 9 November 2010 a request for the LPMA's agreement to impose the recommended conditions was sent to the Westerns Land Commissioner, Andrew Bell, who lodged the application on behalf of the LPMA. The LPMA responded with a letter on 12 November 2010 which indicated that it agreed to modified development consent conditions (Attachment D) and submitted a modified site plan (Attachment A).

Section 375A of the Local Government Act 1993 requires a division to be called when a motion for a planning decision is put at a meeting of the Council, and the names of Councillors voting for and against the motion must be recorded.

## WALGETT SHIRE COUNCIL AGENDA

### Relevant Reference Documents:

Documents contained in Trim record keeping system under DA2010/037.

### Stakeholders:

Walgett Shire Council, community.

### Financial Implications:

Nil

#### DA – Caravan Park, Lightning Ridge

##### Recommendation:

That Walgett Shire Council resolve to:

1. Approve Development Application 2010/037 by the Land and Property Management Authority for the redevelopment and expansion of the Lightning Ridge Caravan Park (lot 1, 2 & 4 DP 1100315 and lot 25 DP 752756), Harlequin St, Lightning Ridge, subject to the conditions of development consent agreed to by that Authority in a letter dated 12 November 2010.

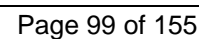
**Moved:**

**Seconded:**

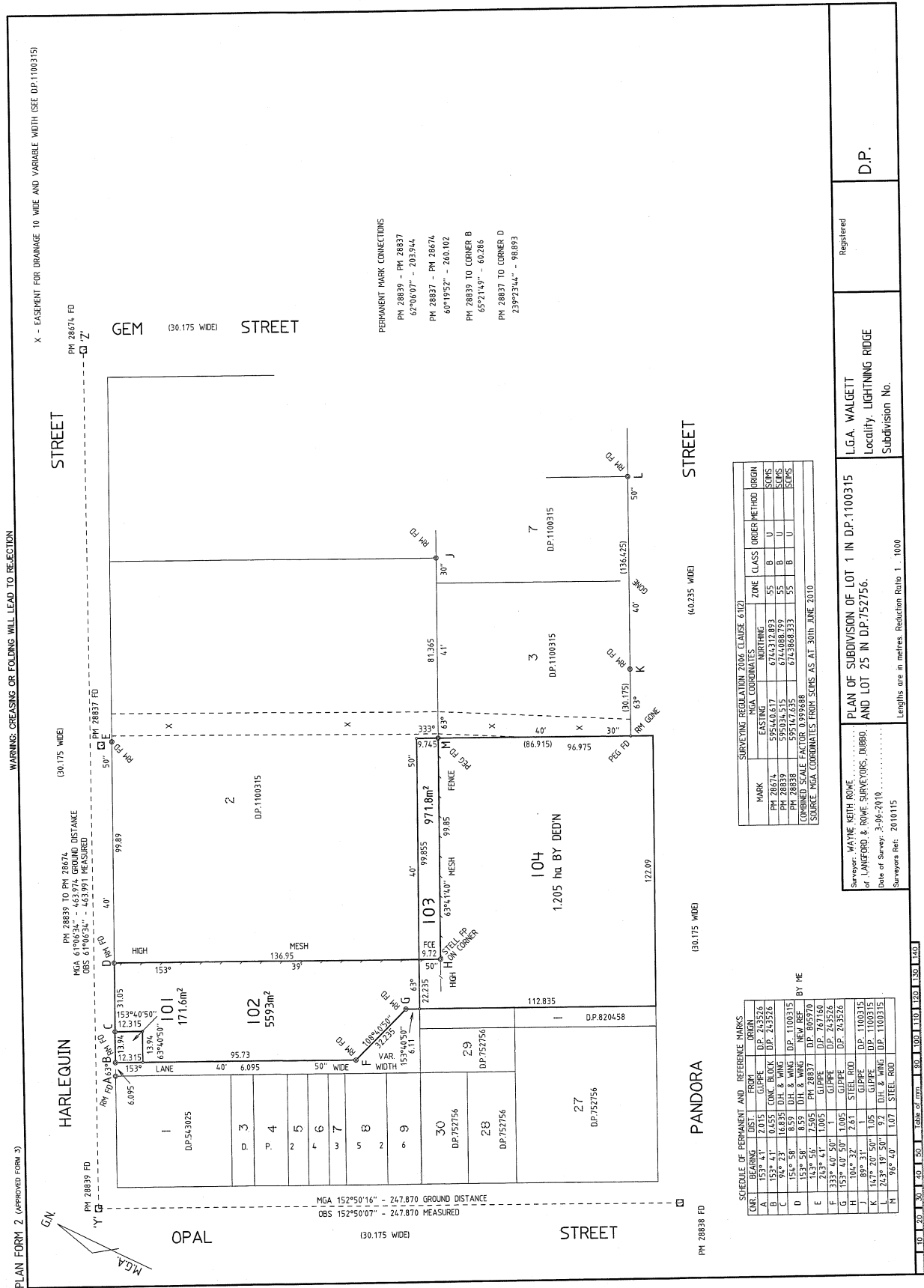
### Attachments:

- A – Proposed site plan (modified plan received 12 November 2010)
- B – Proposed subdivision plan (revised plan to be supplied by LPMA)
- C – Development Assessment Report
- D – LPMA letter of 12 November 2010, accepting modified consent conditions

Attachment A – Proposed site plan (modified plan received 12 November 2010)



Attachment B – Proposed subdivision plan (revised plan to be supplied by LPMA)





Attachment C – Development Application assessment report

**DEVELOPMENT APPLICATION ASSESSMENT REPORT**

**APPLICATION DETAILS**

|                                 |                                                                                      |                             |                                 |
|---------------------------------|--------------------------------------------------------------------------------------|-----------------------------|---------------------------------|
| <b>Application number</b>       | DA2010/037                                                                           | <b>Lodgement date</b>       | 15/09/2010                      |
| <b>Application is for</b>       | Redevelopment & expansion of an existing Caravan park                                | <b>Value of development</b> | \$1,250,000                     |
| <b>Land address</b>             | Harlequin St, Lightning Ridge                                                        | <b>Lot/sec/DP</b>           | 1, 2 & 4//1100315<br>25//752756 |
| <b>Applicant name</b>           | Land and Property Management Authority.                                              | <b>Ass</b>                  | 57075, 57083, 57125, 31658      |
| <b>Owner name</b>               | Land and Property Management Authority.                                              |                             |                                 |
| <b>Land zoning</b>              | 2. Village or Township.                                                              |                             |                                 |
| <b>Current use /development</b> | Caravan park and camping ground                                                      |                             |                                 |
| <b>Assessment report author</b> | Janet Babic, Town Planner & Matthew Goodwin, Director Planning & Regulatory Services |                             |                                 |
| <b>Statutory days</b>           | Deemed refusal after 40 days (Cl. 113 EPAR2000)                                      |                             |                                 |

**PROPOSAL**

Redevelopment and expansion of the Lightning Ridge Caravan Park. The key elements of the proposal are summarised on page 15 of the Statement of Environmental Effects, as follows:

- Incorporation of Lot 1 in DP 1100315 into the caravan park;
- Re-alignment of roads in the existing caravan park;
- Re-configuration of existing sites in the existing caravan park;
- Creation of 49 new sites;
- Replacement of underground utility services and infrastructure;
- Development of new amenities to service the ablution facility requirements of the existing and proposed sites; and
- Development of ancillary facilities to add to the amenity of the re-developed caravan park.

It is also proposed to subdivide Lot 25 in DP 752756 to enable part of that lot, which is currently fenced as part of the caravan park, to be acquired from NSW Health and formally added to the Caravan Park.

**SUBJECT SITE AND LOCALITY**

An inspection of the site and surrounding area was undertaken on 21 October 2010 by Council's Town Planner, Janet Babic and Council's Health and Building Surveyor, Andrew Wilson.

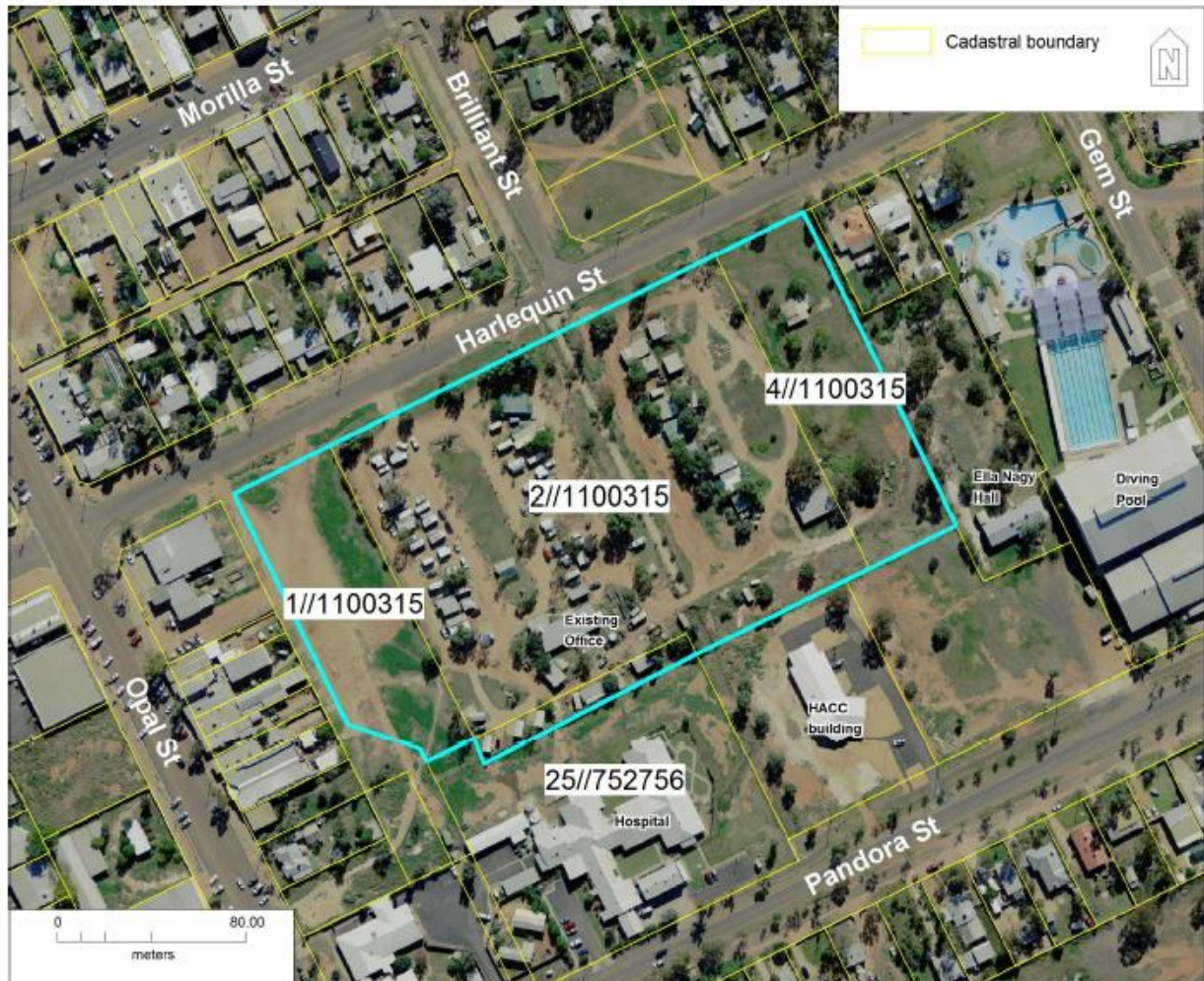
When the development is complete the site will have a total area of 3.7 hectares. As shown in the 2009 aerial photo below, most of the site is already developed, but some parts are undeveloped.

The locality is characterised by mixed land uses, these include:

## WALGETT SHIRE COUNCIL AGENDA

- Lightning Ridge Hospital and medical services, and Home and Community Care Centre to the south,
- shops and offices to the west,
- residential to the north and
- recreational uses to the east (swimming pool, youth centre)

*2009 Aerial photo showing the site overlain with cadastral boundaries*



**DEVELOPMENT APPLICATION AND SITE HISTORY**

**Previous consents:**

- A search of Council records failed to locate development consent for the existing Caravan Park.
- Building Application 6/1970 for Caravan Park Amenities was approved on 26 February 1970.
- Building Application 14/1991 for a Kiosk and Office was approved on 26 February 1991.
- Activity Application 2007/002 to Operate a Caravan Park and Camp Ground was approved on 9 March 2007 for 5 years.

**Previous use/development:**

Anecdotal evidence indicates there has been a caravan park on lot 2 for more than 40 years.

**Previous enforcement action:**

In recent years Council has sought to have some unstable structures within the caravan park removed and others upgraded.

One outstanding case involves a notice of intention to issue an order that was sent to Robert Duncan on 15-7-2010. The notice proposes that Council will issue an order to demolish a roof area over a caravan and annexe. On 25 August 2010 Council wrote to the Minister of Local Government seeking their consent to issue the order. Ministerial consent had not been received as of 3 November 2010.

**REFERRALS**

Given that the proposal is local development, no referrals to other government authorities were undertaken.

**SECTION 79C EVALUATION**

Consideration of the matters prescribed by section 79C are summarised below.

Where the development does not comply with any of the development controls, the non-compliance is discussed in detail in the "Assessment – Key Issues" section of the report.

**79C(1)(a)(i) the provisions of any environmental planning instrument**

|                                                                                                                                             | Applicable Clauses                                                                   | Compliance                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| State Environmental Planning Policies (SEPPs) <ul style="list-style-type: none"> <li>• SEPP No. 21 – Caravan Parks</li> </ul>               | Clause 8 – states development consent required for a caravan park<br><br>Clause 10 - | Application for development consent has been lodged for the redevelopment and extension of the caravan park<br><br>Imposes a requirement on Council to consider certain matters before issuing development consent. See key issues for more information. |
| Regional Environmental Planning Policies (deemed SEPPs)                                                                                     | Nil                                                                                  | N/A                                                                                                                                                                                                                                                      |
| Local Environmental Plans (LEPs) <ul style="list-style-type: none"> <li>• Interim Development Order No 1 – Shire of Walgett 1968</li> </ul> | Zoning table                                                                         | The proposal is located in a 2. Village or Township zone and requires development consent.                                                                                                                                                               |



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## 79C(1)(a)(ii) the provisions of any draft environmental planning instrument

|                                                     | Applicable Clauses | Compliance |
|-----------------------------------------------------|--------------------|------------|
| Draft State Environmental Planning Policies (SEPPs) | Nil                | N/A        |
| Draft Local Environmental Plans (LEPs)              | Nil                | N/A        |

## 79C(1)(a)(iii) any development control plan

|                                                                          | Applicable Clauses | Compliance |
|--------------------------------------------------------------------------|--------------------|------------|
| DCP name                                                                 | Nil                | N/A        |
| <ul style="list-style-type: none"> <li>Nil – no current DCPs.</li> </ul> |                    |            |

## 79C(1)(a)(iv) any matters prescribed by the regulations

Any matters prescribed by the Environmental Planning and Assessment Regulation 2000.

| Applicable Clauses                                                        | Compliance                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 92(1)(b) Demolition                                                       | Demolition of 2 existing amenities buildings and a residence are proposed. The clause requires Council to consider the provisions of AS2601. In that context it is recommended that a Condition of development consent be imposed which requires compliance with AS2601 (see condition Dem 220). |
| 93 Fire safety and other considerations                                   | N/A - No existing buildings involved.                                                                                                                                                                                                                                                            |
| 94 Consent authority may require buildings to be upgraded                 | N/A - No existing buildings involved.                                                                                                                                                                                                                                                            |
| 94A Fire safety and other considerations applying to temporary structures | N/A – No temporary structure proposed.                                                                                                                                                                                                                                                           |
| 95 Deferred commencement consent                                          | N/A – Not proposed or required.                                                                                                                                                                                                                                                                  |
| 97A Fulfilment of BASIX commitments                                       | N/A - Not a residential development.                                                                                                                                                                                                                                                             |

## 79C(1)(b) the likely impacts of that development

| Likely impacts         | Acceptable impact or steps taken to mitigate impact discussed in the "Assessment – Key Issues" section of the report                                                                                                                                                                                                                   |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Traffic                | There is some potential for an increase in traffic movements. The increase is not expected to have a significant adverse impact on traffic flow in Harlequin Street, where the site access is located.                                                                                                                                 |
| Stormwater channel     | There is a 6m wide open stormwater drainage channel passing through lot 2 which is a core component of Council's urban stormwater drainage infrastructure. DP 1100315 shows that this channel is protected by an easement that is 10m wide. The proposed site plan (LR02) shows there will not be any development within the easement. |
| Swimming pool drainage | See key issues below.                                                                                                                                                                                                                                                                                                                  |

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|                       |                                                                                                                      |
|-----------------------|----------------------------------------------------------------------------------------------------------------------|
| Likely impacts        | Acceptable impact or steps taken to mitigate impact discussed in the "Assessment – Key Issues" section of the report |
| Fencing               | See key issues below.                                                                                                |
| Harlequin St driveway | See key issues below.                                                                                                |

## 79C(1)(c) the suitability of the site for the development

|                                                       | Summary of site suitability issues                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Does the development fit into the locality            | The site has been used as a Caravan Park for about 40 years and the Statement of Environmental Effects proposes a significant redevelopment and upgrading of that land use. Immediately adjoining land uses include shops, service station, hospital, home care and hall which are compatible with the ongoing use of the site as a caravan park. |
| Are the site attributes conducive for the development | There are no known site attributes which would make the site unsuitable for the proposed development (such as contamination, flooding, lack of utilities, etc).                                                                                                                                                                                   |

## 79C(1)(d) any submissions made in accordance with this Act or the Regulations

The development is local development, hence the Act and Regulation do not provide any formal opportunity for submissions.

## 79C(1)(e) the public interest

|                                              | Summary of any detrimental impacts                     |
|----------------------------------------------|--------------------------------------------------------|
| Federal, state or local government interests | No significant detrimental impacts expected or likely. |
| Community interests                          | No significant detrimental impacts expected or likely. |

## INTERNAL REFERRALS

Summary of responses from Council staff referrals, where applicable.

### SENIOR HEALTH AND BUILDING SURVEYOR

Comments \_\_\_\_\_

Recommendation Approval.

Signature [Signature] Date 9/11/2010.

### DIRECTOR URBAN INFRASTRUCTURE

Comments \_\_\_\_\_

Recommendation \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

*[Signature]*  
**Siegfredo O. Corralde**  
 Director Urban Infrastructure Services  
 Walgett Shire Council

### **PUBLIC PARTICIPATION**

Public notification was undertaken via a letter dated 16 September 2010 which was sent to:

- Twenty three (23) nearby land owners.
- The Lightning Ridge Precinct Committee.
- The Lightning Ridge Working Party.

Two written submissions were received from nearby land owners who raised the following issues:

- Both submissions advocated the fencing of boundary of the caravan park along the lane at the rear of lots in Opal Street.
- One suggested a 3m wide green buffer zone within the caravan park to minimise noise and provide security.
- One stated concerns regarding the existing 6m lane width and requested that it be increased to 9m to ensure ongoing access for large trailers, trucks and caravans to their land.
- One stated that the lane should be retained.

**FENCE/BUFFER:-** The suggestion that the boundary between the caravan park and the lane should be fenced is not unreasonable, hence it is recommended that a condition of development consent be imposed which requires this (see condition Fen 105).

**LANE:-** It is noted that the application does not propose any change to the existing lane, which has a minimum width of about 6m. Council's Director of Rural Infrastructure, Ian Taylor, has advised that there is adequate existing width, and room at the end of the lane, to enable a 12m rigid truck to load or unload at the rear of existing lots, then proceed to the end of the lane and turn around. It should be noted that the lane is not gravelled, hence all weather access to the lane is not possible.

### **LOCAL GOVERNMENT ACT**

Section 68 of the Local Government Act 1993 (LGA 1993) provides that Council approval is required to "Operate a caravan park or camping ground" (an F2 activity). For private developments Council would normally issue a section 68 approval as part of the development consent. In this case, however, section 78A(3) of the Environmental Planning and Assessment Act 1979 provides that:

*" a person (other than the Crown or a person acting on behalf of the Crown) may, in the same development application, apply for development consent and approval for anything that requires approval under the following provisions of the Table to section 68 of the Local Government Act 1993"*

In summary, the Crown is excluded applying for a section 68 approval in conjunction with a Development Application.

If the current Development Application is approved, then a separate section 68 application will need to be lodged for approval to operate a caravan park or camping ground. It is relevant to note that Council cannot refuse or place conditions on such applications without the agreement of the applicant (S. 72 LGA 1993).

Nevertheless it is appropriate to consider whether the current proposal will comply with Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005. The proposal appears to be compliant, apart from some setbacks, as considered below.

**SETBACKS:** Clauses 88 and 89 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 prescribe set back distances for dwelling and camps sites from public roads, site boundaries and community buildings. In defined circumstances, Council can approve a caravan park and camping ground that does not comply with the set backs

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provided that it is satisfied that the community building or site “*will be properly screened, fenced, enclosed or otherwise treated*” (Cl. 88(2) and 89(2)).

The site plan and SEE propose the following deviation from prescribed set backs:

- Cabins C1 to C4 and C8 to C18 – will be located less than 10m from a public road. On page 16 of the SEE it is argued that Council should allow a 6m set back and that “*the existing sites are subject to exemptions pursuant to Clause 108 of Ordinance 71*”.

It is noted that all existing sites within the caravan park are set back at least 10m from the boundary of the Harlequin St corridor. The proposed new cabin sites with a 6m set back are part of a totally revised site configuration. No significant details have been provided of how the screening requirements will be addressed. In that context the argument for exemptions lacks practical merit.

- Sites 55 & 56 – will be located less than 10m from a proposed camp kitchen. No significant details have been provided of how the screening requirements will be addressed.
- Sites 16 to 20 – will be located less than 3m from the boundary of the caravan park. No significant details have been provided of how the screening requirements will be addressed.

These matters will need to be addressed in conjunction with any application under section 68 of the LGA 1993.

### **ASSESSMENT – KEY ISSUES**

SEPP 21: Clause 10 of State Environmental Planning Policy No 21—Caravan Parks states that a Council may “*grant a development consent required by this Policy only after it has considered the following*” matters, as detailed in the table below.

| CLAUSE 10 CONSIDERATIONS                                                                                                                                                                                               | ASSESSMENT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (a) whether, because of its location or character, the land concerned is particularly suitable for use as a caravan park for tourists or for long-term residence,                                                      | The history of the site as a caravan park and its central location within the urban area make it suitable for both tourists and long-term residents.                                                                                                                                                                                                                                                                                                                                                |
| (b) whether there is adequate provision for tourist accommodation in the locality of that land, and whether existing or potential tourist accommodation will be displaced by the use of sites for long-term residence, | At Lightning Ridge there are three other existing caravan parks (Crocodile, Lorne, LR Hotel Motel) and one under construction (Spa Park). Anecdotal evidence suggests that existing accommodation is periodically booked out during cooler months, but under utilised during summer. This is to be expected in a semi-arid climate.<br><br>The applicant proposes to increase the number of sites available for tourist accommodation while reducing the number of long term sites from 40 to 24.   |
| (c) whether there is adequate low-cost housing, or land available for low-cost housing, in that locality,                                                                                                              | There is no low-cost public housing in Lightning Ridge, although significant numbers of people occupy Western lands Leases for residential purposes located on the preserved opal fields nearby. This proposal will reduce the number of long term caravan sites in the caravan park. It is noted however, that the urban population of Lightning Ridge declined from 1,704 in 2001 to 1,556 in 2006, which suggests that the demand for housing is likely to be declining as population decreases. |



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| CLAUSE 10 CONSIDERATIONS                                                                                                                                                                                                                                                           | ASSESSMENT                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| (d) whether necessary community facilities and services are available within the caravan park to which the development application relates or in the locality (or both), and whether those facilities and services are reasonably accessible to the occupants of the caravan park, | The proposal involves replacing and improving the community facilities                                                                            |
| (e) any relevant guidelines issued by the Director, and                                                                                                                                                                                                                            | No relevant guidelines available via the 'Directory of policy advice' published on the Department of Local Government web site (as of 4-11-2010). |
| (f) the provisions of the Local Government (Caravan Parks and Camping Grounds) Transitional Regulation 1993.                                                                                                                                                                       | Regulation not available via the NSW Government legislation web site.                                                                             |

**SWIMMING POOL DRAINAGE:** Anecdotal information and a site inspection by Council's Building Surveyor, Andrew Wilson, indicates that there are two inter-allotment drainage lines from the Lightning Ridge swimming pool located on Lot 8 in DP1123745 which pass through lots 2 and 4, DP 1100315, as follows:

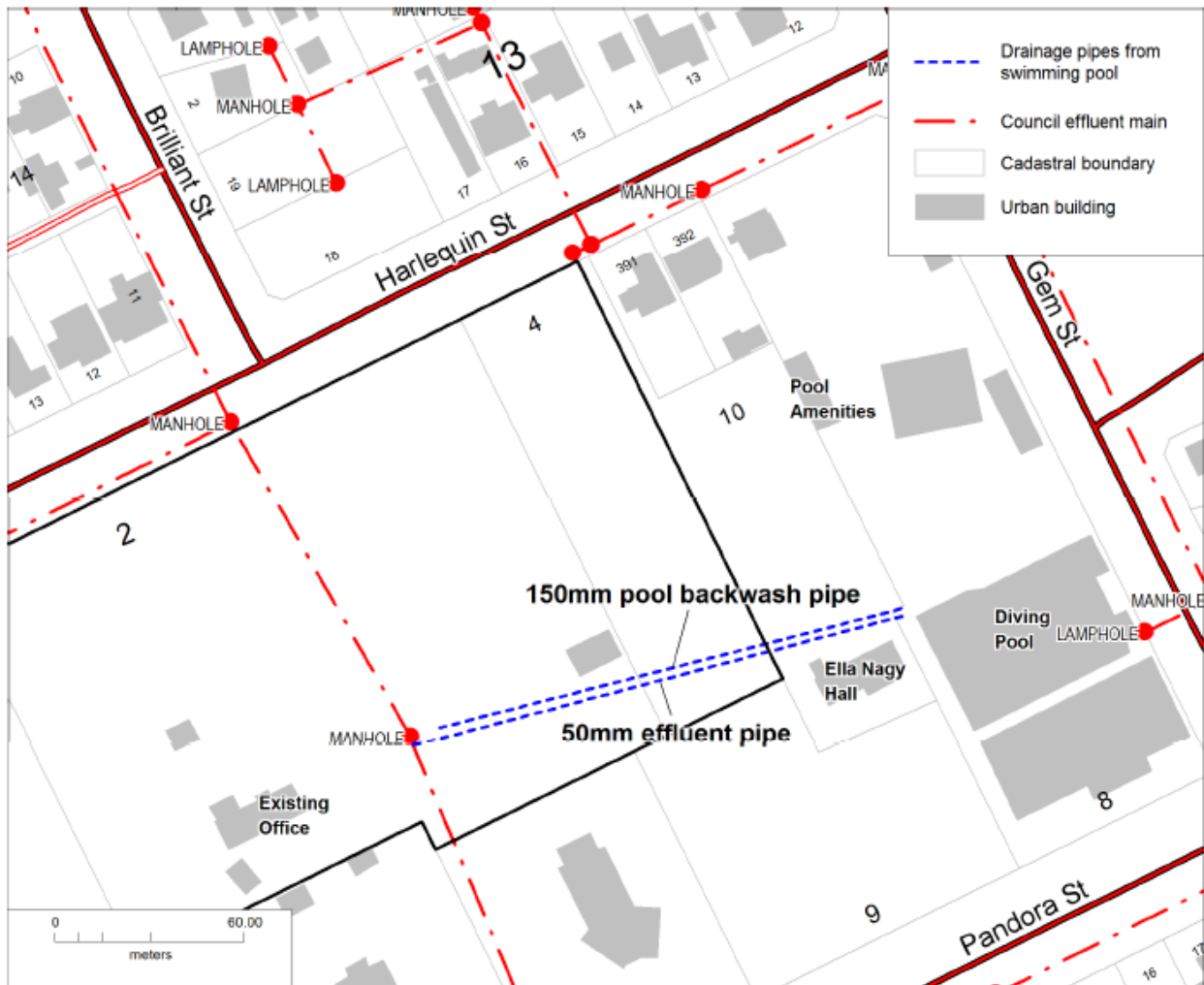
- A 150mm diameter pool back wash pipe, which discharges into the stormwater drainage channel described previously.
- A 50mm effluent line, which discharges into Council's effluent main

The position of these pipes is shown in the plan below.

It appears that the pipes were established around the mid? 1990s when Council was the trustee for the Crown Reserve over the swimming pool and the Crown Reserve over the caravan park. On a practical basis, Council was the occupant of the lands involved when the pipes were established. No hydraulic plans or specifications for the pipes have been located on any Council files.

It is recommended that a condition of development consent be imposed which requires the establishment of an easement over both pipes in favour of the Council, so that the pipes can be protected from inappropriate development and to provide ongoing access for maintenance (see recommended condition Sub 330).





**FENCING:** The application does not address boundary fencing. Lots 2 and 4 are already fenced with chain wire.

As noted previously, the suggestion that the boundary between the caravan park and the lane should be fenced is not unreasonable, hence it is recommended that a condition of development consent be imposed which requires this (see condition Fen 105).

**HARLEQUIN ST DRIVEWAY:-** Currently there are two gravel driveways providing access to the site from Harlequin St. The proposed site plan shows that there will be a single driveway about 6m wide located in about the same position as the main existing driveway. It is recommended that a condition of development consent be imposed which requires that the driveway be constructed and maintained to an appropriate standard (see condition Acc 155).

### Conclusion

The proposed redevelopment and expansion of the caravan park is expected to have generally positive social, economic and environmental outcomes, therefore it is recommended that it be approved subject to the recommended conditions of development consent.

**Note regarding Crown**

Section 89 of the Environmental Planning and Assessment Act 1979 states:


**89 Determination of Crown development applications**

(1) A consent authority (other than the Minister) must not:

- (a) refuse its consent to a Crown development application, except with the approval of the Minister, or
- (b) impose a condition on its consent to a Crown development application, except with the approval of the applicant or the Minister.

**RECOMMENDATION**


Approval

X  Town Planner      Date 5/11/2010

**REFERRAL**

This application is referred to Walgett Shire Council for determination because submissions have been received from the public regarding the proposal.

It is recommended that Council approve the development subject to the attached recommended conditions of development consent.

X  Director Planning & Regulatory Services      Date 5.11.2010

**ATTACHMENT – RECOMMENDED DEVELOPMENT CONSENT CONDITIONS**

|                                      |
|--------------------------------------|
| <b>CONDITIONS IMPOSED BY COUNCIL</b> |
|--------------------------------------|

The following development consent conditions are imposed by Council.

**CONDITIONS THAT ARE ONGOING REQUIREMENTS**

**GENERAL**

**Gen 110.**

Any future development on the subject site or use of the subject land in a manner inconsistent with this development consent (approval) will require separate development consent to be obtained from council in writing prior to the commencement of any work.

*Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979.*

**APPROVED PLANS**

**Pln 110.**

The development shall be implemented in accordance with:

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

except as amended by the conditions of this development consent.

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

**ACCESS**

**Acc 155.**

A single entrance and exit driveway with a minimum width of 6 metres is to be constructed and maintained in accordance with the approved site plan and Walgett Shire Council specification "WSC 271 Minor Concrete Works" (revision 1).

*Reason: To provide appropriate access to the site.*

**FENCING**

**Fen 105.**

A fence is to be established and maintained along the western boundary of the caravan park, excluding the existing public toilet site. The fence shall be constructed so that it is 1.8 metres high and:

- a) Visually opaque (for example colour bond, timber or the like), or;
- b) If chain wire is used, supplemented by a vegetation buffer which renders the boundary visually opaque.

*Reason: To reduce the potential for noise transmission to, or from, the site and enhance the visual amenity of the development.*

**CONDITIONS THAT MUST BE COMPLIED WITH DURING CONSTRUCTION**

**SITING/SETOUT**

**Set 210.**

The owner of the property is to ensure that any building is constructed:

- (a) to meet the setback requirements of the approved plans,
- (b) to be located within the confines of the lot, and;
- (c) so that it does not interfere with any easements or covenants upon the land.

*Reason: To avoid any buildings being erected in a location where it would be inappropriate.*

**DEMOLITION**

**Dem 210.**

Prior to new building works commencing on site the applicant shall:

- (a) Dispose of waste materials resulting from the demolition works in a manner consistent with the Protection of the Environment Operations Act 1997.

*Reason: To ensure that demolition waste is disposed of in an appropriate manner.*

**Dem 220.**

All demolition work to be undertaken in accordance with Australian Standard 2601 – The Demolition of Structures.

*Reason: To ensure that demolition work is undertaken in a manner that is safe and minimises environmental disturbance.*

**CONSTRUCTION**

**Con 210**

The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

|                          |                                               |
|--------------------------|-----------------------------------------------|
| Monday to Saturday       | 7.00 AM to 5.00 PM                            |
| Sunday & public Holidays | No construction activities are to take place. |

*Reason: To ensure that public amenity is not unduly affected by noise.*

**Con 220.**

All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

*Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.*

**Con 240.**

All construction materials, sheds, skip bins, spoil, temporary water closets etc, shall be kept wholly within the property and not placed on public land or in a position that may result in materials/debris being washed onto the roadway or into the stormwater drainage system.

*Reason: To preserve the amenity of the locality and protect stormwater systems.*

**CONDITIONS THAT MUST BE COMPLIED WITH BEFORE WORK COMMENCES**

**SUBDIVISION**

**Sub 225.**

The part of lot 25, DP 752756 that is presently fenced and used as part of the Lightning Ridge caravan park is to be subdivided so that it is separated from the remaining land on which the Lightning Ridge hospital is located.

*Reason: To enable all land associated with the caravan park to come under the direct control of a single authority.*

**Sub 330.**

An easement in favour of Council shall be obtained over the area within lots 2 and 4, DP 1100315 that is traversed by an effluent drainage pipe and a pool backwash pipe from the Lightning Ridge Swimming Pool on lot 8, DP 1123745. The requirements of the easement are as follows:

- a) A minimum width of 3.0m, centrally located over the drainage pipes.
- b) Registration on the title of the relevant lots.
- c) Council approves the easement plan in writing prior to lodgement with the Land and Property Management Authority.

*Reason: The effluent drainage pipe and pool backwash pipes are essential for the ongoing operation of the Lightning Ridge Swimming Pool and need to be protected from inappropriate development so they remain accessible with machinery for maintenance work.*

|                                             |
|---------------------------------------------|
| <b>ADVISORY NOTES – Crown building work</b> |
|---------------------------------------------|

Section 109R of the Environmental Planning and Assessment Act 1979 states:

(1) In this section:

*Crown* has the same meaning as it has in Division 4 of Part 4 except that a reference in section 88 (2) to a thing prescribed by the regulations for the purposes of that Division is to be read as a thing prescribed by the regulations for the purposes of this section.

*Crown building work* means development (other than exempt development), or an activity within the meaning of Part 5, by the Crown that comprises:

- (a) the erection of a building, or
- (b) the demolition of a building or work, or
- (c) the doing of anything that is incidental to the erection of a building or the demolition of a building or work.

*technical provisions of the State's building laws* means those provisions of:

- (a) the regulations, or
- (b) a publication, the provisions of which have been applied, adopted or incorporated by the regulations,

that are prescribed by the regulations to be technical provisions of the State's building laws for the purposes of this section.



## WALGETT SHIRE COUNCIL AGENDA

- (2) Crown building work cannot be commenced to be carried out unless the Crown building work is certified by or on behalf of the Crown to comply with the technical provisions of the State's building laws in force as at:
  - (a) the date of the invitation for tenders to carry out the Crown building work, or
  - (b) in the absence of tenders, the date on which the carrying out of the Crown building work commences, except as provided by this section.
- (3) A Minister, by order in writing, may at any time determine in relation to buildings generally or a specified building or buildings of a specified class that a specified technical provision of the State's building laws:
  - (a) does not apply, or
  - (b) does apply, but with such exceptions and modifications as may be specified.
- (4) A determination of a Minister applies only to:
  - (a) a building erected on behalf of the Minister, or
  - (b) a building erected by or on behalf of a person appointed, constituted or regulated by or under an Act administered by the Minister.
- (5) A determination of a Minister has effect according to its tenor.

### **ADVISORY NOTES – Local Government Act 1993**

A separate application is required under section 68 of the Local Government Act 1993 to obtain approval to operate a caravan park and camping ground.

### **ADVISORY NOTES – General**

#### **COVENANTS**

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

#### **OPAL MINING DISTURBANCE**

Opal mining and prospecting operations may have been previously carried out on, or below, the land, which is the subject of this consent, or on adjoining lands. There are no official records of the extent of opal mining workings within the Lightning Ridge area. The developer should make their own enquiries to determine whether the land being developed might be adversely affected by such activities, prior to proceeding with the development.

END.

## WALGETT SHIRE COUNCIL AGENDA

ATTACHMENT D - LPMA letter of 12 November 2010, accepting modified consent conditions



Doc. No: 10/100296

The General Manager  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

12 November 2010

Attention: Matthew Goodwin

Dear Matthew

### **Development Application 2010037 – Lightning Ridge Caravan Park**

Reference is made to our telephone discussion regarding the Development Application Assessment Report relating to the above mentioned Development Application. Land & Property Management Authority (LPMA) approves the proposed conditions subject to the following amendments;

#### **FENCING**

Fencing condition to be altered to read:

"A fence is to be established and maintained along the western boundary of the caravan park prior to any occupation and use of proposed sites numbers 26 to 39. The fence shall be....etc"

#### **SITING/SETOUT**

The Trust intends to appropriately landscape or fence the setbacks where the setbacks deviate from the standard 10m from the boundary. The attached drawing has been amended by adding notes to address each of the setback matters.

#### **SUBDIVISION**

It has been agreed that the drainage and pool backwash pipes were authorised and constructed by Council during the period that Council was the Trust Manager of both the caravan park and pool reserves. LPMA records confirm that the pipeline was installed without consultation or consent from the Crown.

LPMA has received a number of complaints that the waste water that discharges from the pool into the open drain is green in colour and has a very offensive odour. Concerns have been raised about public health and safety of the waste water running through an open public residential area.

LPMA opposes the creation of an easement for the pipeline as the backwashing of the pool waste water into the park is clearly not compatible with the amenity of the site.

West Regional Office  
Level 1  
45 Wingewarra Street  
Dubbo NSW 2830

PO Box 1840  
Dubbo NSW 2830  
02) 6883 5403  
ABN 33 537 762 019 | [www.lpma.nsw.gov.au](http://www.lpma.nsw.gov.au)

## WALGETT SHIRE COUNCIL AGENDA

As an interim measure LPMA is prepared to issue a crown lands licence to authorise the pipeline, provided that in the longer term Council endeavours to re-route the pipeline to a more appropriate location to ensure the waste water discharges directly into the stormwater or sewer.

Should you require any further information please contact me direct on 02) 6883 5403.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Shields', is written over a faint, rectangular grid background.

Corinne Shields  
Property Management Project Officer



## 17. 2009-2010 STATE OF THE ENVIRONMENT REPORT

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services  
**FILE NUMBER:** 09/1523

---

### Summary:

A draft Walgett Shire State of the Environment Report for 2009-2010 has been prepared. It is recommended that Walgett Shire Council endorse the report and submit it to the Department of Local Government as part of its annual report.

### Discussion (including issues and background):

Circular 10-21 from The Division of Local Government notes that:

*The Local Government Amendment (Planning and Reporting) Act 2009 commenced on 1 October 2009. However, it does not apply to a council until such time as that council commences under the new Integrated Planning and Reporting (IP&R) framework. As no councils had commenced under the new framework for the 2009-10 year, **all previous legislative requirements remain applicable**. This applies to both the Annual Report requirement and the supplementary State of the Environment Report requirement.*

In the above context, the Walgett Shire State of the Environment Report for 2009-2010 has been prepared with regard for:

- Former subsection 428(2)(c) of The Local Government Act 1993 requires Council to prepare an annual State of the Environment Report.
- Former clauses 218 to 226 of the Local Government (General) Regulation 2005 which prescribe requirements for the content and preparation of the report.

In the previous two years the Namoi Catchment Management Authority (CMA) invited Walgett Shire Council to participate in the development of the Namoi Region State of the Environment Report. The report covered the Tamworth Regional, Liverpool Plains, Gunnedah, Narrabri and Walgett Shire Council local government areas. This year the CMA declined to continue with a regional report.

Former clause 220 of the Local Government (General) Regulation 2005 requires Council to consult with the community regarding a State of the Environment Report. Delays in finalising the report made community consultation impractical.

A digital copy of the report (pdf file) was circulated to Councillors under separate cover.

If adopted by Council, copies of the report will be made available via Council's web site.

### Relevant Reference Documents:

- Circular 10-21 from The Division of Local Government, dated 23 August 2010.
- Local Government Act 1993.
- Local Government (General) Regulation 2005, especially former clauses 218 to 226.

## WALGETT SHIRE COUNCIL AGENDA

### Stakeholders:

Walgett Shire Council, community, Division of Local Government – Department of Premier and Cabinet.

### Financial Implications:

Nil

#### 2009/2010 State of the Environment Report

### Recommendations:

That Walgett Shire Council resolve to:

1. Note and endorse the Walgett Shire State of the Environment Report for 2009-2010, as prepared by Council's Director of Planning & Regulatory Services.
2. Submit the Walgett Shire State of the Environment Report for 2009-2010, to the Division of Local Government, Department of Premier and Cabinet, as a component of Walgett Shire Council's Annual Report.

**Moved:**

**Seconded:**

## **18. GROWTH STRATEGY & LOCAL ENVIRONMENTAL PLAN**

**REPORTING SECTION:** Planning and Regulatory Services  
**AUTHOR:** Matthew Goodwin – Director Planning and Regulatory Services  
**FILE NUMBER:** 09/1109

---

### **Summary:**

This report provides an overview of recent progress with the Walgett Shire Growth Management Study and Strategy and Walgett Shire Local Environmental Plan project. It is recommended that Council note and endorse the various recent actions taken.

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

At a meeting held on 24 August 2010, Walgett Shire Council considered a report which detailed the status of the Walgett Shire Growth Management Study and Strategy (GMSS) and Walgett Shire Local Environmental Plan (LEP) project. The report also provided background information the project being delayed. Council subsequently resolved to:

1. Note the letter dated 27 July 2010 from the Regional Director, Western Region of the Department of Planning regarding Planning Reform Funding and the associated memorandum of understanding for Walgett Shire's land use strategy and Local Environmental Plan project. Also that the project was due for completion by 30 September 2008 and the Department has now requested that Council submit a Planning Reform Fund Project Variation Request.
2. Defer development of a "Walgett Shire Rural Residential Strategy" pending finalisation of the Walgett Shire Growth Management Study and Strategy (in accordance with remaining amendments resolved by Council on 24 February 2009) and finalisation of the associated Walgett Shire Local Environmental Plan.
3. Submit a request to the Department of Planning to vary the planning reform fund grant memorandum of understanding for the project to prepare the Walgett Shire Growth Management Study / Strategy and the Walgett Shire Local Environmental Plan. The key variation will be to extend the project for another two years.

A meeting was held on 14 October 2010 at the Western Region office of the Department of Planning in Dubbo. The following parties attended the meeting:

- Lois Gray, Regional Director, Western Region of the Department of Planning.
- Wayne Garnsey and Wade Morris, Department of Planning.
- Don Ramsland, General Manger, Walgett Shire.
- Matthew Goodwin, Director Planning & Regulatory Services, Walgett Shire.
- Ian Sinclair, principle of Edge land Planning, who has been engaged by Council to prepare the GMSS and LEP.

As a result of that meeting the Department of Planning wrote to Walgett Shire Council on 18/10/10 (see Attachment A). The key issue arising from that letter is that a relatively short time line is now proposed and expected for the finalisation of the GMSS and LEP project.

## WALGETT SHIRE COUNCIL AGENDA

### Relevant Reference Documents:

- \* Walgett Shire Growth Management Study and Strategy prepared by Edge Land Planning, dated November 2010 (Amended from the October 2008 version as detailed in Attachment B).

### Stakeholders:

Walgett Shire Council, Department of Planning, State government agencies, community.

### Financial Implications:

In 2004 Council committed \$140,000 (GST excluded) for the Walgett Shire land use strategy and Local Environmental Plan project. Council has allocated a budget of \$42,000 for Local Environmental Plan and Development Control Plan development this year, which is adequate to maintain the dollar for dollar commitment required under the MOU for the planning reform fund grant.

### Growth Strategy & Local Environmental Plan

#### Recommendations:

That Walgett Shire Council resolve to:

1. Note the letter dated 18 October 2010 from the Regional Director, Western Region of the Department of Planning regarding the Walgett Shire Council Planning Reform Fund Project for the Walgett Shire Growth Management Study and Strategy and Local Environmental Plan. Also that the Department indicated that a finalisation date of 1 September 2012 is not acceptable.
2. Endorse and adopt the November 2010 version of the Walgett Shire Growth Management Study and Strategy as prepared by Edge Land Planning.
3. Note and endorse the letter dated 8 November 2010 from the General Manager to the Regional Director, Western Region of the Department of Planning which:
  - (a) Submitted the November 2010 version of the Walgett Shire Growth Management Study and Strategy and requested the Director General's endorsement for the document.
  - (b) Submitted a letter dated 19 October 2010 from the Department of Industry and Investment which endorsed Walgett Shire Council's proposal to have a 400 hectare minimum holding size for a dwelling entitlement on rural land.
  - (c) Submitted a modified 'Planning Reform Fund – Request Variation to Project' which proposes completion of the Walgett Shire Growth Management Study and Strategy and Local Environmental Plan project by 30 June 2011.
4. Request that the General Manager proceed with the drafting of the Walgett Local Environmental Plan based on:
  - (a) Standard Instrument (Local Environmental Plans) Order 2006
  - (b) The land use planning recommendations contained in the November 2010 version of the Walgett Shire Growth Management Study and Strategy.

**Moved:**

**Seconded:**

## **WALGETT SHIRE COUNCIL AGENDA**


### **Attachments:**

- A – Letter dated 18-10-2010 from Regional Director, Department of Planning to Council
- B – Letter dated 8-11-2010 from General Manager to Department of Planning



## WALGETT SHIRE COUNCIL AGENDA

Attachment A – Letter dated 18-10-2010 from Regional Director, Department of Planning

**Planning**

RECEIVED 19

RECEIVED 19 OCT 2010

Contact: Wayne Garnsey  
Phone: 02 68412180  
Fax: 02 68848483  
Email: [wayne.garnsey@planning.nsw.gov.au](mailto:wayne.garnsey@planning.nsw.gov.au)  
Our ref: S04/01250-2  
Your ref:  
File: 141010 letter re Walgett meeting.doc

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

Dear Mr Ramsland

**Subject: Walgett Shire Council Planning Reform Fund Project- Comprehensive Land use Strategy and Local Environmental Plan.**

I am writing further to a meeting with you, Mr Matthew Goodwin, Council's Consultant Mr Ian Sinclair and the Department's Lois Gray, Wade Morris and Wayne Garnsey on 14 October 2010 at the Western Region office in Dubbo.


I would like to thank you, Mr Goodwin and Mr Sinclair for attending the meeting and working in a collaborative manner so as to seek a way forward to finalise the subject project. It is pleasing that Council is committed to the finalising the draft Walgett Growth Management Study and Strategy and new LEP as soon as possible.

A timeline to finalise this project is now proposed as follows:-

1. By 12 November 2010 – submission of the draft Walgett Growth Management Study and Strategy to the Department requesting final endorsement by the Director General. The draft Strategy is to be amended to include matters discussed at the meeting (refer to **Attachment A**) and including consultation with Department of Industry and Investment - Agriculture in relation minimum lot size for a dwelling on rural land.
2. By 29 November 2010 – submission of the draft LEP and maps for preliminary section 64 consultation to the Department.
3. 21 December 2010 – Council meeting to consider a formal section 64 submission to the Department and request a section 65 Certificate to allow public exhibition. Noting that the draft Strategy must be endorsed prior to the issue of the section 65 Certificate.
4. February 2011 - Council intends to publicly exhibit the draft LEP for 6 weeks commencing in February 2011.
5. April 2011 - Council meeting to consider submissions to the draft LEP. Council to then forward section 68(4) Report and draft LEP to Department for finalising the draft LEP.

The Department looks forward to working closely with Council to finalise this Project and should you require any further information please contact Wayne Garnsey on 02 68412180.

Yours sincerely

  
Lois Gray  
Regional Director, Western Region

*(Wade Morris) 18/10/10*

Western Region Level 1 Area 1 No 188 Macquarie Street Dubbo NSW 2830 PO Box 58 Dubbo NSW 2830  
68412180 Fax 02 68848483 Website [planning.nsw.gov.au](http://planning.nsw.gov.au) Phone 02



**Matters discussed at with Walgett Shire Council on 13 October 2010**

1. GMSS amended document submitted 12/10/10 having regard to DoP correspondence dated 5 June 2008.
2. Council wishes to progress and finalise the GMSS and new LEP as soon as possible. The hold up with the identification of new rural residential areas will be deferred until after the LEP is finalised and will be dealt with as a separate Planning Proposal. The principles and criteria for selecting rural residential land is to be included in the GMSS.
3. Minimum lot size for a dwelling on rural land – currently 40 ha – Council proposing 400 ha for reasons outlined in GMSS. Council needs to seek the views of the Department of Industry and Investment – Agriculture and submit those comments with the request to endorse to the strategy.
4. Council wish to pursue further residential titles on the preserved opal fields. This is contrary to long standing government policy and would not be supported.
5. Aboriginal settlements - to be addressed in GMSS and appropriate outcomes to be assessed on merits in terms of location and facilities provided. This will facilitate zoen selection for the new LEP.
6. NRM clauses and mapping – Council to use latest model clauses and seek latest mapping and advice from relevant agencies. Noted Council's concerns with the accuracy and applicability of the NRM information.
7. Flooding – there is a model clause however Council is of the opinion that this does not cater for circumstances in Walgett. The department will further investigate.
8. DoP to provide latest land use matrix.
9. draft Codes SEPP for exempt and complying development and the buffers proposed for dwellings nears mining may affect use of complying development provisions. Council to make a submission to DoP.
10. Ensure local dwelling clause accommodates existing circumstances in the Preserved Fields in line with Government Policy.
11. Timeline for finalisation of GMSS and LEP discussed. Council at its December 2010 meeting wish to request section 65 Certificate then public exhibition for six weeks commencing February 2011. Consideration of submissions and send section 68(4) submission to DoP – April 2011. Noting the GMSS will need to be endorsed prior to issue of the LEP s65 Certificate.
12. MOU to be amended. Council's request to vary project dated 30 August 2010 will need to be adjusted having regard to the discussions at this meeting. The requested finalisation date of 1 September 2012 is not acceptable.

## WALGETT SHIRE COUNCIL AGENDA

Attachment B – Letter dated 8-11-2010 to Department of Planning



# Shire of Walgett

ABN 88 769 076 385

Reference: M.G., D.R.; 09/1108/018

Your Reference:

Contact: Matthew Goodwin

8 November 2010

Lois Gray  
Regional Director, Western Region  
Department of Planning  
P.O. Box 58  
DUBBO NSW 2830

Dear Lois,

### **RE. WALGETT SHIRE COUNCIL PLANNING REFORM FUND PROJECT – LAND USE STUDY/STRATEGY AND LOCAL ENVIRONMENTAL PLAN**

Thank you for your letter dated 18/10/2010 regarding the Walgett Shire Council planning reform fund project which involves the Walgett Shire Growth Management Study and Strategy (GMSS), as well as the proposed Walgett Local Environmental Plan (LEP).

Please find enclosed with this letter:

1. **The Walgett Shire Land Use Study and Strategy (November 2010 version):-** At a meeting held on 24 February 2009, Walgett Shire Council resolved to adopt the GMSS with certain amendments. The attached document includes the amendments resolved by Council, as well as various minor changes listed in Attachment A. The GMSS document is provided as an Adobe pdf file on CDR media.
2. **Letter from Department of Industry and Investment (DII):-** As requested in point 3 of Attachment A to your letter, Walgett Shire Council sought the views of the DII on the proposal for a 400 hectare minimum holding size for a dwelling entitlement on rural land. The Department responded by endorsing the proposal (Attachment B).
3. **Modified 'Planning Reform Fund - Request Variation to Project':-** Point 12 of Attachment A to your letter indicated that the previously requested Planning Reform Fund project finalisation date of 1 September was not acceptable. In that context, with regard for the proposed time line in your letter, please find attached an amended variation request which proposes project completion by 30 June 2011.



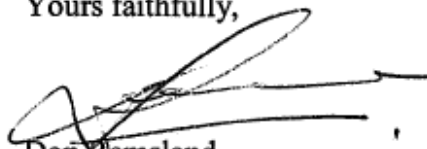
## WALGETT SHIRE COUNCIL AGENDA

Walgett Shire Council now requests:

- (a) That the Director General of the Department of Planning endorse the November 2010 version of the Walgett Shire Growth Management Study and Strategy as soon as possible. This will enable Council to continue with the preparation of a draft Walgett Shire Local Environmental Plan based on the time line proposed in your letter.
- (b) That the Department endorse the request to vary the completion date for the Planning Reform Fund project to 30 June 2011.

Please contact Council's Director of Planning & Regulatory Services, Matthew Goodwin, if you require any additional information.

Yours faithfully,



Don Ramsland  
General Manager

**ATTACHMENT A –AMENDMENTS TO THE DRAFT WALGETT SHIRE GROWTH MANAGEMENT STUDY AND STRATEGY**

A series of amendments have been made to the October 2008 version of the Walgett Shire Growth Management Study and Strategy document (GMSS) to create the November 2010 version. Those amendments are summarised below:

1. Amendments requested in an e-mail dated 22 February 2008 from the Department of Planning to Walgett Shire Council have been addressed.
2. Amendments requested in a letter dated 20 October 2008 from the Department of Planning to Walgett Shire Council have been addressed as follows:
  - (a) Section 2.2.7, p.22:- Paragraph now completed.
  - (b) Dwelling numbers in 'Table 2.2 - Settlement Population' (formerly Table 2.1) and 'Table 2.7 – Selected Comparative Characteristics' (former 2.6) now correlate.  
Note that discrepancies between dwelling numbers in 'Table 8.2 – Supply of Dwellings and Vacant Land in Settlements' and Tables 2.2 and 2.7, arise from the fact that dwelling figures were obtained from different methods. One source was a land use survey and the other was the ABS Census in 2006, as recorded in the GMSS alongside the tables. See the notes below table 8.2 for more information.
  - (c) 'Table 2.10 – Details of Projected Population' (formerly Table 2.9) figures for 2001 and 2006 do not correlate with previous tables because the data are derived from different sources, as indicated in the text prior to the table.
  - (d) Section 3.2.3, p.65:- Numbering of section 117 directions has been fixed.
  - (e) Section 8.3.1, p.164:- Notation added that specific zoning for tourism use in Walgett is not regarded as necessary.
  - (f) Section 8.3.2, p.168:- Map 8.11 amended to show Lightning Ridge airport.
  - (g) Map 8.13:- Map title changed.
  - (h) Section 8.3.2, p.175:- Added information that Council engaged OzArk Environmental and Heritage Management to complete an ecological assessment in May 2008 and the assessment provides recommendations to minimise harm to threatened species.
  - (i) Section 8.3.2, p.178:- Addition of information on tourism and recreation at Lightning Ridge.
  - (j) Section 5, p.235 (now p. 240-241):- Existing businesses now also included in recommendations.
  - (k) Section 8.8.3, p. 219:- Reference to Lachlan removed.
  - (l) Section 9.5.2, p.237:- Recommendations regarding tourist zone added.
  - (m) Onsite effluent disposal:- Document has been amended to indicate 2,000m<sup>2</sup> is the appropriate minimum lot size for onsite effluent disposal within the Shire.
3. At a meeting held on 24 February 2009 Walgett Shire Council resolved to make amendments to the October 2008 version of the GMSS, as follows:
  - (a) Establishing a minimum holding size of 400 Ha for a dwelling entitlement on rural land. Amendments have been made to section 8.7.2 (page 207), section 8.8.3 (pages 218 to 222) and section 9.5.2 (page 237). Previously the GMSS recommended a 2,000 Ha minimum in accordance with advice from the Agriculture unit of the former Department of Primary Industries.

*Note: Council resolved on 24 February 2009 to amend the GMSS to identify land in the vicinity of Walgett, Lightning Ridge and Collarenebri for new rural residential areas. Subsequently Council resolved on 24 August 2010 to defer this proposal pending finalisation of the GMSS and LEP. Information has been added to the GMSS regarding Council's intention to establish rural residential areas (pages 228-229).*

- (b) Including a recommendation that the NSW Government should continue to issue residential land titles on the preserved opal fields, so that people can continue to construct mining camps. An amendment has been included in section 8.4.3 to reflect the resolution (last dot point, page 190).
- (c) Land identified as "Area C" in Map 8.15 has been identified as Council's preferred location for the urban expansion of Lightning Ridge, beyond the rezoning proposed within the strategy (see section 8.3.2, pages 167 to 177).
- (d) Section 2.3.1 – Demographic Profile, wording has been amended to improve clarity.
- (e) Agricultural production figures are updated with ABS 2006 Agriculture Census Data.
- (f) Recommending an improved Council policy for mains electricity connections on the preserved opal fields.

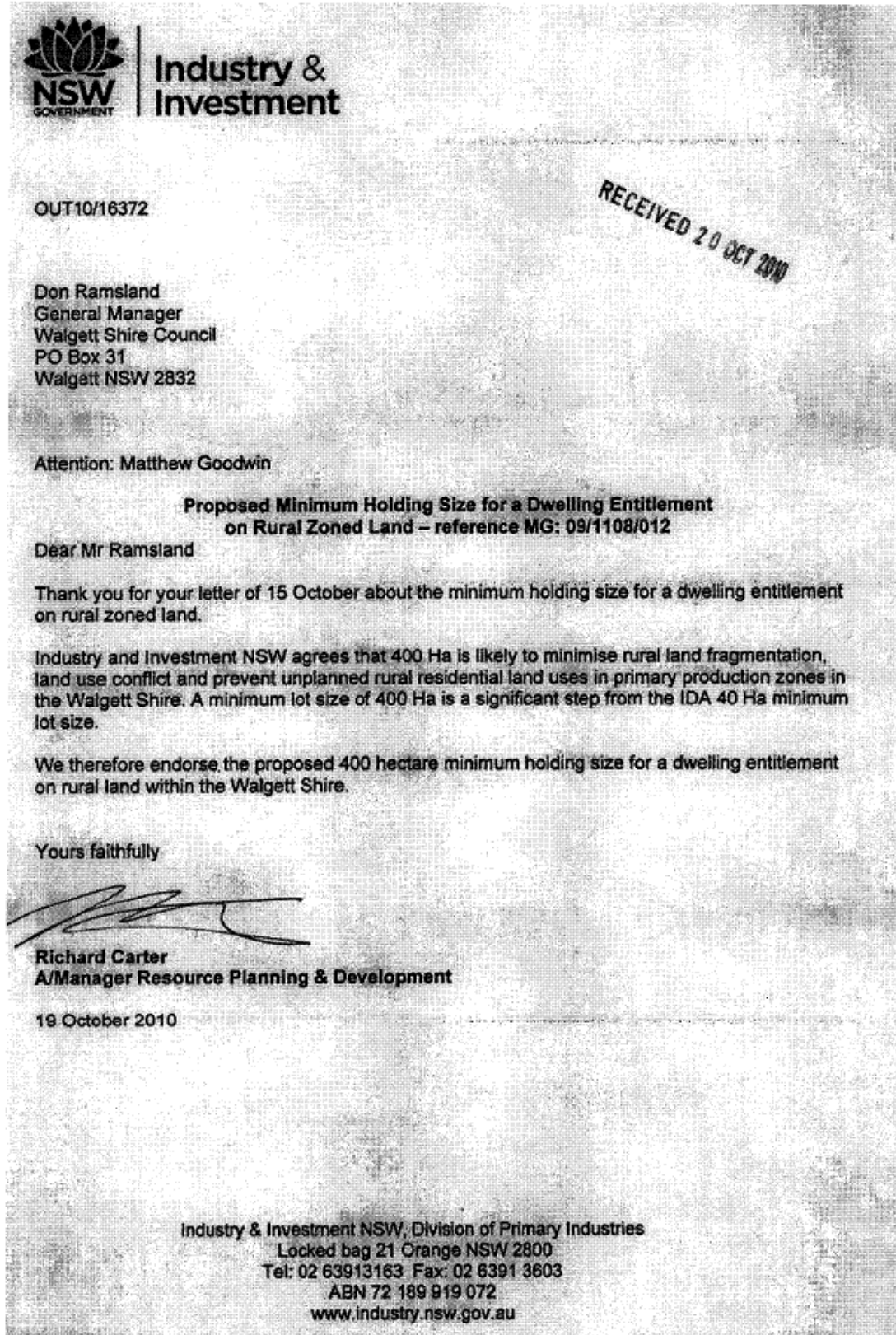
Section 8.4.5 has been amended to include a recommendation that *"the establishment mains electricity and telecommunications infrastructure that could sterilise potentially opal bearing ridges on the preserved opal fields should be avoided"*. The policy wording reflects the fact that in some cases there may be a legal entitlement to establish such infrastructure and/or a compelling public benefit. Nevertheless in the normal course of events it is essential to avoid inappropriate land use conflict by not establishing such infrastructure on ridges in the preserved opal fields.

4. The following amendments have been made to address changes in circumstances since 2008:
  - (a) References to the Department of Primary Industries (DPI) have been changed to Department of Industry and Investment (DII), apart from the references to the methodology for determining minimum lot size for rural land.
  - (b) References to the Department of Lands (DOL) have been changed to Land and Property Management Authority (LPMA).
  - (c) References to Permissive Occupancy 1985/19 (PO) for opal mining administration have been changed to Crown Reserve 1024168 for opal mining, exploration and access. The reserve was gazetted on 4 December 2009.
  - (d) The title of Map 8.13 showing vacant land ownership in Lightning Ridge has been changed to indicate that it was prepared in 2008.
  - (e) Map 8.18 showing preserved opal fields has been updated to remove PO and add Crown Reserve 1024168.
  - (f) Map 8.21 showing proposed special activities zone for opal mining at Lightning Ridge has been updated to add Crown Reserve 1024168.
  - (g) Map 8.22 showing proposed special activities zone for opal mining at Coocoran has been updated.
  - (h) Map 8.23 showing proposed special activities zone for opal mining at Grawin/Glengarry has been updated to add Crown Reserve 1024168.
  - (i) Table numbering within section 2 has been corrected.
  - (j) Dates in the header and footer have been changed to November 2010.

## WALGETT SHIRE COUNCIL AGENDA

5. Adding Duncan's bus depot, located on the Grawin opal fields, to the list of established businesses located on the preserved opal fields (pages 197 and 250).
6. Addressing aboriginal settlements within the GMSS, as requested in the Department of Planning's letter dated 18/10/2010. Section 8.3.4 titled 'Aboriginal Settlements' (pages 184 to 189) has been added.

ATTACHMENT B – LETTER FROM INDUSTRY & INVESTMENT REGARDING MINIMUM HOLDING SIZE





NSW GOVERNMENT  
Department of Planning

## Planning Reform Fund

### Request/Advise Variation to Project

|                                                      |                                                                                      |
|------------------------------------------------------|--------------------------------------------------------------------------------------|
| <b>Organisation Name:</b><br>Walgett Shire Council   | <b>Project Name:</b><br>Walgett Shire Land Use Strategy and Local Environmental Plan |
| <b>PRF Approved Allocation:</b> \$77,000 incl. GST   | <b>DoP Region:</b> Western                                                           |
| <b>Total Grants made to date:</b> \$77,000 incl. GST | <b>MOU agreed completion date:</b> 30 September 2008                                 |

#### What progress has been made on the project to date? Which milestones have been completed?

The following milestones within the November 2004 memorandum of understanding for planning reform funding have been met.

1. Project brief, completed 2003.
2. Public meetings regarding issues (public consultation 1) and continuing research, completed November 2004.
3. Public release of draft issues paper (public consultation 2) and continuing research, completed June 2005.
4. Final issues paper, completed 2005.
5. Preparation of draft rural and urban land use strategy, completed 2005.
6. Department of planning and state government agency endorsement of draft strategy.
7. Council adoption of draft strategy for public exhibition, completed August 2007.
8. Public exhibition of draft strategy (public consultation 3), completed 30 July 2007 to 30 September 2007.

#### If any milestones have not been met, explain the reasons why?

The following milestones have not been met.

9. Finalise strategy:

In response to a letter dated 18/10/2010 from the Department of Planning, Walgett Shire Council submitted the November 2010 version of the Walgett Shire Growth Management Study and Strategy (GMSS) to the Department on 8 November 2010. The GMS includes various amendments requested by the Department of Planning, changes resolved by Council and minor alterations arising from changing circumstances.

Council has requested that the GMSS be endorsed by the Director General of the Department of Planning as soon as possible.

10. State Government endorsement of final strategy:
11. Council endorsement of final strategy.
12. Department of Planning endorsement of strategy.
13. Draft Local Environmental Plan and Development Control Plan process commencement.

#### What changes are proposed to the project?

It is now proposed that the project will be completed by 30 June 2011.

## WALGETT SHIRE COUNCIL AGENDA

### What is the justification to support this change?

Completion of the project has been drawn out due to a number of issues, including:

- Repeated consultation with state government agencies and the Department of Planning.
- Being a small rural Council, Walgett Shire does not have dedicated strategic planning staff available to focus exclusively on the project.
- Variations in the expectations of administrators and elected Councillors.
- Allocation of resources to the preliminary drafting of a rural residential strategy as an addendum to GMSS. At a meeting held on 24 August 2010 Council resolved to defer further consideration of a rural; residential strategy until after the GMSS and associated LEP have been finalised.

The project is nearing completion and now that Council has resolved to defer development of a rural residential strategy, greater staff resources will be able to be focussed on the current GMSS and LEP project.

### If the change relates to the timeframe only – has the project methodology or milestones changed? If yes explain.

No

### Any other comments/ issues in relation to the project? Please outline any risks or problems associated with the project.

It appears that the most likely risk to the prompt completion of the project is extended or repeated consultation.

Signature:



Name: Matthew Goodwin

Position: Director Planning & Regulatory Services

Date: 8 November 2010

## **19. DEVELOPMENT AND COMPLYING DEVELOPMENT CERTIFICATE APPLICATIONS**

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

---

### **Summary:**

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

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

The table following this report provides details of:  
Development Applications (DA) approved under delegated authority by the Director Planning and Regulatory Services.  
Complying Development Certificate applications approved by Council's Senior Health and Building Surveyor, Len Smyth, as a Building Professionals Board Accredited Certifier.

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

### **Relevant Reference Documents:**

Files for the respective Development and Complying Development Certificate applications

### **Stakeholders:**

Public and applicants

### **Financial Implications:**

Nil

| <b>Development and Complying Development Certificate Applications</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendations:</b></p> <p>That Walgett Shire Council resolve to:</p> <ol style="list-style-type: none"><li>1. Note the report on:<ol style="list-style-type: none"><li>(a) Development Applications approved under delegated authority by the Director Planning and Regulatory Services, Matthew Goodwin, during October 2010.</li><li>(b) Complying Development Certificate applications approved by Council's Senior Health and Building Surveyor, Len Smyth, as a Building Professionals Board Accredited Certifier during October 2010.</li></ol></li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



## WALGETT SHIRE COUNCIL AGENDA

### **Attachments:**

A – Report on DAs and CDCs issued during October 2010

AUTHORITY

## Determined Applications



11/05/2010      Parameters:      Date Range: Y      Document Type:      Page: 1  
 Start Date: 1/10/2010      Officer: ALL  
 End Date: 31/10/2010      Number of Days: 0  
 As At Date:      Stop The Clock:

| Document                                              | Applicant Name / Address | Development Type<br>Property Address<br>Title      Owner                                                        | Determination       | Determined | Received   |
|-------------------------------------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------|---------------------|------------|------------|
| <b>Document Type: 20</b>                              |                          |                                                                                                                 |                     |            |            |
| 020/2010/000000036/001                                |                          | 150      Class 10b - Fence/Antenna/Other<br>24 Eureka ST WALGETT<br>LOT: 22 DP: 253488<br>Walgett Shire Council | Approved by Council | 26/10/2010 | 31/08/2010 |
| <i>There are Multiple Parcels on this application</i> |                          |                                                                                                                 |                     |            |            |

|                        |  |                                                                                                                                                            |                             |            |            |
|------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|
| 020/2010/000000038/001 |  | 150      Class 10b - Fence/Antenna/Other<br>Pandora ST LIGHTNING RIDGE<br>LOT: 2 DP: 1079966 WLL: 14484<br>Lightning Ridge Opal Caravan & Spa Park Pty Ltd | Approved - Staff Delegation | 15/10/2010 | 28/09/2010 |
|------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|

**Officer: Ms J R Babic**  
**Number of Applications: 2**

|                        |  |                                                                                                                                                             |                     |            |            |
|------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------|------------|
| 020/2010/000000027/001 |  | 110      Class 9a - Healthcare Building<br>Pandora ST LIGHTNING RIDGE<br>LOT: 3 DP: 1100315 CNL: 230083<br>Lightning Ridge Community Purposes Reserve Trust | Approved by Council | 26/10/2010 | 29/06/2010 |
|------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------|------------|

**Officer: Mr M P Goodwin**  
**Number of Applications: 1**

**AUTHORITY**

AUTHORITY

## Determined Applications



11/05/2010

Parameters:

Date Range:Y

Start Date:1/10/2010

End Date:31/10/2010

As At Date:

Document Type:

Officer:ALL

Number of Days:0

Stop The Clock:

Page:2

| Document               | Applicant Name / Address | Development Type<br>Property Address<br>Title Owner                                                                                                 | Determination               | Determined | Received   |
|------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|------------|
| Document Type: 20      |                          |                                                                                                                                                     |                             |            |            |
| Document               | Applicant Name / Address | Development Type<br>Property Address<br>Title Owner                                                                                                 | Determination               | Determined | Received   |
| Document Type: 24      |                          |                                                                                                                                                     |                             |            |            |
| 024/2010/000000030/001 |                          | 140 Class<br>10a - Garage/Carport/Shed/V erandah<br>Euroka ST WALGETT<br>LOT: 33 DP: 253488<br>Ms J & Mr C Hunt                                     | Approved - Staff Delegation | 01/10/2010 | 28/09/2010 |
| 024/2010/000000031/001 |                          | 10 Class 1a -Single Dwelling/Dual<br>Occupancy<br>84 Peel ST WALGETT<br>LOT: 1 DP: 236733<br>Department of Housing                                  | Approved - Staff Delegation | 25/10/2010 | 18/10/2010 |
| 024/2010/000000032/001 |                          | 10 Class 1a -Single Dwelling/Dual<br>Occupancy<br>9 Potch ST LIGHTNING RIDGE<br>LOT: 14 SEC: 22 DP: 758612 WILL: 10796<br>Aboriginal Housing Office | Approved - Staff Delegation | 25/10/2010 | 18/10/2010 |
| 024/2010/000000033/001 |                          | 10 Class 1a -Single Dwelling/Dual<br>Occupancy<br>50 Fantasia ST LIGHTNING RIDGE<br>LOT: 71 DP: 837866<br>Aboriginal Housing Office                 | Approved - Staff Delegation | 25/10/2010 | 18/10/2010 |
| AUTHORITY              |                          |                                                                                                                                                     |                             |            |            |



11/05/2010 Parameters: Date Range:Y Start Date:1/10/2010 End Date:31/10/2010 As At Date: Document Type: Officer:ALL Number of Days:0 Stop The Clock: Page:3

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

Document Type: 24

024/2010/00000034/001

|                           |                                          |                             |            |            |
|---------------------------|------------------------------------------|-----------------------------|------------|------------|
| 10                        | Class 1a -Single Dwelling/Dual Occupancy | Approved - Staff Delegation | 25/10/2010 | 18/10/2010 |
| LOT: 11 DP: 40573         |                                          |                             |            |            |
| Aboriginal Housing Office |                                          |                             |            |            |

Officer: Mr L J Smyth  
Number of Applications: 5

Report Totals & Averages

Total Number of Applications : 8

## **20. MATTERS GENERALLY FOR BRIEF MENTION FROM THE DIRECTOR PLANNING & REGULATORY SERVICES**

**REPORTING SECTION:** Planning & Regulatory Services

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

**FILE NUMBER:** 10/434

---

### **a) PESTICIDE CONTAMINATED SOIL STOCKPILE, WALGETT AIRPORT**

Parsons Brinckerhoff Australia Pty Limited provided a draft 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. It provides details of trials undertaken at Council's request to determine whether the addition of lime to the soil at various rates would significantly reduce contamination. A detailed report on the recommendations contained in the report will be submitted to Council within the next two months.

### **b) URBAN ADDRESSING PROJECT**

Council is undertaking a project to review urban addresses and provide street number plates to all urban building owners within the Shire. The status of the project within the respective towns and villages is summarised below:

- Collarenebri – The placement of street numbers on buildings commenced on 8-11-2010 and is being undertaken by volunteers from the Collarenebri Men's Group.
- Burren Junction – The majority of street numbers were placed on buildings in early November by the Burren Junction unit of the Rural Fire Service.
- Lightning Ridge – Public consultation has commenced regarding proposed changes to street number allocations in Pandora St and Harlequin St, as resolved by Council at the 26 October 2010 Council meeting. A report on any submissions received will be provided to Council when the consultation period ends.
- Rowena – The Rowena unit of the Rural Fire Service has been provided with street numbers and they are expected to be placed on buildings when the members have time available.
- Cumborah – The Cumborah unit of the Rural Fire Service has been provided with street numbers and they are expected to be placed on buildings when the members have time available.

### **c) AGREEMENT WITH LPMA TO HOST CORS**

Recently the General Manager entered into an agreement with the Land and Property Management Authority (LPMA) for Walgett Shire Council to host a Continuously Operating Reference Station (CORS). The CORS station is one in a network scattered throughout NSW which provides spatial references for accurate positioning and guidance in real-time. The network is able to provide sub-metre accuracy for applications such as mapping and asset management, while solutions at the 2cm level are available for higher accuracy positioning and guidance applications.

Council hosts an antenna, GPS receiver and internet connection which enable the CORS station to operate and transmit data to the LPMA. In return gets free access to the correctional data generated by the system which can be used by Council for differential Global Positioning System (GPS) survey work.

### **d) DIFFERENTIAL GPS SURVEYING OF WATER & SEWER NODES**

A series of projects to survey water and sewer infrastructure nodes in Lightning Ridge and Walgett with differential Global Positioning System (GPS) surveying equipment, using

## WALGETT SHIRE COUNCIL AGENDA

correctional data supplied by the CORS station, has been delayed by software compatibility issues.

**e) SWIMMING POOL OWNERS**

In late October about 130 pool owners listed in Council's private swimming pool register were posted a copy of leaflets published on June 2010 by the Division of Local Government, Department of Premier and Cabinet titled:

- Swimming Pool Laws, and;
- Home Swimming Pool Safety Checklist.

**f) DRAFT WALGETT LOCAL ENVIRONMENTAL PLAN**

Work has been progressing on the draft Walgett Shire Local Environmental Plan, including:

- Refining a land use matrix provided by the Dubbo regional office of the Department of Planning. The matrix identifies what land uses are permissible and prohibited within a given zone.
- Preparing a series of 50 maps which show proposed zoning, heritage, minimum lot sizes, height of buildings, etc in accordance with Department of Planning LEP mapping standards.
- Requesting assistance from the Department of Planning to address issues associated with requests by the Department of Environment, Climate Change and Water (DECCW) for Council to use poor quality mapping data of environmentally sensitive areas / natural resources in conjunction with the LEP.

**g) SUBMISSION REGARDING CODES SEPP**

State Environmental Planning Policy 60 – Exempt and Complying Development [SEPP 60] will cease on 31 December 2010. In recent presentations and meetings the Department of Planning (DOP) has stated an intent to amend State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 [Codes SEPP] so that new dwellings in rural areas will be classified as complying development under the Codes SEPP.

However, the DOP has also stated that it intends to exclude new dwellings in rural areas within 250m of a 'mine' from being complying development. For most LGAs and circumstances this would be appropriate, but for the Walgett Shire it will generate significant numbers of unnecessary Development Applications on the 'preserved' opal fields. A submission has been made by the Director of Planning & Regulatory Services to the DOP that excluding dwellings from being complying development on the preserved opal fields was not likely to serve any public purpose, hence changes to the proposal should be considered.

| <b>Matters Generally for Brief Mention or Information only from Director Planning &amp; Regulatory Services</b>                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That the matters listed by the Director of Planning &amp; Regulatory Services for brief mention, or information only, be received and noted.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Nil

**21. AFM – WATER RESTRICTION POLICY REVIEW**

**REPORTING SECTION:** Urban Infrastructure Services  
**AUTHOR:** Siegfredo Coralde – Director Urban Infrastructure Services  
**FILE NUMBER:** 10/354

**Summary**

The Water Restriction Policy was approved on the 27 October 2009 and subject to a review after a year of its formal adoption. The policy has been reviewed and this report recommends that Council accept the Water Restriction Policy 2010 Rev. 2010.

**Discussion (including issues and background)**

The Water Restriction Policy was first presented to Council's Ordinary Meeting on 29 September 2009. The Water Restriction Level 1 sets out the following table:

Use of the water systems such as hand held hoses connected to the water scheme supply, micro-spray or automatic irrigation sprinklers for lawns and gardens is prohibited other than the following times:

- Residential premises from 5:00am to 8:00am and 6:00pm to 10:00pm daily
- Public parks, sport fields and school grounds from 8:00pm to 4:00am, Mondays to Fridays (for fully and non-automated sprinklers)
- Commercial premises from 8:00am to 4:00pm Mondays to Fridays.

The fundamental principle of water restriction categorization levels above was accepted except to Commercial Premises. Council then resolved on 27 October 2009 the following:

| 305/09                                                                                                                                                                                              | Water Restriction Policy |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| <p><b>Resolution:</b></p> <p>1. That consideration of the report be deferred until the October meeting.</p> <p><b>Moved:</b> Clr Keir<br/> <b>Seconded:</b> Clr Greenaway</p> <p><b>CARRIED</b></p> |                          |



## WALGETT SHIRE COUNCIL AGENDA

On 27 October 2009, Council resolved the following after

| 335/09                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Water Restriction Policy |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| <b>Motion:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                          |
| <ol style="list-style-type: none"><li>1. That Council approves the Water Restriction Policy effective 24 October 2009.</li><li>2. That Council approves implementation of Water Restriction Level 1 effective 30 October 2009</li><li>3. That Council disseminate information to public libraries, Council departments, post offices including publication to local newspapers.</li></ol>                                                                                                                                                                                     |                          |
| <b>Moved:</b> Clr Smith                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                          |
| <b>Seconded:</b> Clr Lane                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |
| <b>AMENDMENT:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                          |
| <ol style="list-style-type: none"><li>1. That Council approves the Water Restriction Policy effective 27 October 2009 with the following amendments:<br/><br/>Residential – 5am to 9am and 6.00pm to 10.00pm daily<br/>Commercial – 7am to 12 midday<br/>Any fully automated sprinklers – Midnight to 7am</li><li>2. That Council approves implementation of Water Restriction Level 1 effective 30 October 2009.</li><li>3. That Council disseminate information to public libraries, Council departments, post offices including publication to local newspapers.</li></ol> |                          |
| <b>Moved:</b> Clr Colless                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |
| <b>Seconded:</b> Clr Greenaway                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                          |
| <b>CARRIED AND BECAME MOTION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                          |
| <b>MOTION CARRIED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                          |

The Resolution 335/09 adopted was once again amended on 15 December 2009 as shown in the following:

| 387/09                                                                                                                                        | Water Restrictions |
|-----------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>Motion:</b>                                                                                                                                |                    |
| That commercial premises and non-automated sprinklers in Public Parks, Sports Fields, Schools & Hospital Grounds water between 7am to Midday. |                    |
| <b>Moved:</b> Clr Murray                                                                                                                      |                    |
| <b>Seconded:</b> Clr Lane                                                                                                                     |                    |
| <b>CARRIED</b>                                                                                                                                |                    |

**The Review.** The Water Restriction Policy finally adopted on 15 December 2009 though not policed vigorously over the past year appeared to be practical but should be amended. The Water Restriction Levels of the Policy (page 3) are amended and re-numbered as follows:

- 4.1.2 Residential premises from 5:00 am to 9:00 am and 6:00 pm to 10:00 pm daily
- 4.1.3 Public parks, sport fields and school grounds from Midnight to 7:00 am, (any fully automated sprinklers only) Mondays to Fridays

## WALGETT SHIRE COUNCIL AGENDA

- 4.1.4 Public parks, sport fields and school grounds from 7:00 am to 12:00 noon, Mondays to Fridays (for non-automated sprinklers only)
- 4.1.5 Commercial premises from 7:00 am to 12:00 noon Mondays to Fridays.

**The Implementation Dilemma.** On several occasions breaches occurred over the past year, however no one was penalized accordingly possibly because of the following reasons:

- Lack of initiative to carry out random audits to make sure that restrictions are complied.
- Lack of 'closed-the-loop' customer management system to effectively record all the events, assign tasks and complete transactions at certain cut-off periods.

Similar issues may occur when Council commences charging water fees to all householders on 01 July 2011 in accordance with the AFM – Water Meter Policy.

### **Relevant Documents:**

AFM – Water Restriction Policy 2009  
AFM – Water Meter Policy 2009  
AFM – Asset Management Policy 2010  
Water Management Regulation 2003  
Walgett Shire Council Draught Management Plan

### **Stakeholders**

Walgett Shire Council

### **Social and Community Implications:**

Council to continuously provide statements or reminders to householders regarding their obligations to minimize consumption of water usage through Council's website and newsletters, local newspapers, local meetings and water minimization initiatives.

### **Financial Implications:**

Council consider building up its water education program fund in the 2011/12 budget formulation.

#### **AFM – Water Restriction Policy Review**

##### **Recommendation:**

1. Council approve the AFM – Water Restriction Policy 2010 effective 30 November 2010.
2. Council consider providing \$10,000 for a Water Minimization Program in the 2011/12 budget formulation.
3. Council approve in principle to review its Infringement Implementation System and Customer Service Management System to take effect on 01 July 2011.

**Moved:**

**Seconded:**

### **Attachments:**

Nil



## AFM – WATER RESTRICTION POLICY

Adoption Date: 23 November 2010

Review Date: 23 November 2011

Responsible Officer: Director Urban Infrastructure Services

### POLICY STATEMENT

WSC is dedicated to provide a uniform, fair and consistent system of water restriction for all residents and businesses of Walgett Shire.

This policy document covers timing and durations of intended water restrictions, communication protocols and consistency of enforcement approach to consumers.

The provisions of this policy are consistent with established principles of water management and conservation and fully compliment the WSC's AFM – Water Meter Policy.

### LIMITATIONS:

Parts of this policy do not apply to emergency situations.

### OBJECTIVES:

- To provide an operational framework to manage water supply demand on water supply systems.
- To ensure that the operational framework procedures are enforceable under such conditions as drought, infrastructure repairs and other unpredictable events.
- To provide four levels of water restrictions to meet the requirements of essential services for all residential and business needs.
- To manage the risk of water system failures, water quality issues or low rainfall, which restrict or limit Council the ability to supply and deliver quality water to the general public.
- To describe the expectations of Council when water restrictions are imposed.
- To ensure existing water demand and supply is monitored and encourage each household to take care from damaging of the assigned water meter to their property.
- To ensure that compliance with all relevant legislative and regulatory requirements is met all times.

## WALGETT SHIRE COUNCIL AGENDA

### 1.0 DEFINITION

- 1.1 **Water Restriction** means imposition introduced by Walgett Shire Council to enforce limited or restricted use of daily water consumption to ensure that supply and demand of water can be maintained at desired levels consistent with good management practices.
- 1.2 **Garden** means any ground that has been cultivated with trees, shrubs, flowers and vegetables or vegetation of any kind.
- 1.3 **Lawn** means any ground that has been cultivated and predominantly grassed in nature and is not a garden.
- 1.4 **Hand held hose** means a hose fitted with a trigger nozzle and continuously held by hand at the discharge end.
- 1.5 **Not permitted** means water must not have been taken from Council's water supply but water from alternative water may be used.
- 1.6 **Sprinkler** means any device attached to a pipe water receiver which is used for discharging water in a concentrated or dispersed pattern.
- 1.7 **Water** means water supplied by Walgett Shire Council via water network reticulation system.

### 2.0 WATER RESTRICTIONS

The General Manager will authorize the imposition and lifting of water restrictions in accordance with this Policy.

- 2.1 **Exemptions.** Applications for exemptions from water restrictions or variations to start and/or finish times must be made in writing to the General Manager. Variations if approved will not increase the total allowable watering time per week for each level of restriction. The property owner or consumer requiring an adjustment to watering times must provide a written request to General Manager advising of their circumstances. Council will decide whether or not the property owner or consumer should be granted a variation.
- 2.2 **Exemption Variations.** Should Council agree to the request, an advice will be issued providing the variation conditions, *ie*, application period/s, times and special conditions. A sign provided by Council is to be displayed in front of the property advising that the property has a variation permit. Granting variations to water restriction is limited to health, safety and financial hardships.

### 3.0 EMERGENCY RESTRICTION

Council has the authority to introduce water restrictions at any time for a period of time to any water reticulated network, property, or business customer for any of the following purposes:

- Urgent repairs, cleaning, renewals, replacement or additions to the water reticulated network or any part thereof and;
  - To provide water for any fire or similar emergency problems.
- 3.1 To protect the distributing integrity of water domestic supply where the demand for water from consumers of the water distribution system exceeds or is expected to exceed the volume of water that can be supplied to the distribution system.
- 3.2 The following specific activities are exempt from the above provision unless a Water Restriction Level 3 is, in effect:
- a) Commercial car or truck wash
  - b) Washing of vehicles for health or safety regulatory compliance
  - c) Child care facilities
  - d) Hospitals
  - e) Animal care facilities
  - f) Food and beverage establishments
- 3.3 To regulate the equitable distribution of water to consumers at different levels in separate water supply districts.

### 4.0 WATER RESTRICTION LEVELS

Water restrictions are introduced primarily to reduce outdoor water use. Council will not automatically impose water restrictions at the beginning of summer. Decisions will be guided by the outcome of close observance of water consumption and long range weather predictions in the months leading up to summer period.

The level of water restrictions is based on available storage volumes and categorized according to the levels set out in the following table:

#### 4.1 Water Restriction Level 1:

Use of water systems such as hand held hoses connected to water scheme supply, micro-spray or automatic irrigation sprinklers for lawns and gardens is prohibited other than the following times:

- 4.1.1 Residential premises from 5:00 am to 9:00 am and 6:00 pm to 10:00 pm daily
- 4.1.2 Public parks, sport fields and school grounds from Midnight to 7:00 am, (any fully automated sprinklers only)
- 4.1.3 Public parks, sport fields, school and hospital grounds from 7:00 am to 12:00 noon (for non-automated sprinklers only)
- 4.1.4 Commercial premises from 7:00 am to 12:00 noon Mondays to Fridays.

The use of water on newly laid and or plantings will not be restricted.

**4.2 Water Restriction Level 2:**

Use of water sprinklers for lawns and gardens except hand-held hoses 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.

**4.3 Water Restriction Level 3:**

Public parks, sport fields and school grounds only are 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.

Any property owner or consumer using contents of rain water storage may continue watering as long as the use is coming from this rain storage facility. Council should be notified of this condition.

**4.4 Water Restriction Level 4:**

All outdoor and non-essential indoor use of water is prohibited. Bulk water filling from stand pipes is prohibited.

Fire hoses must only be used for firefighting purposes – not for cleaning.

**5.0 INFRINGEMENT NOTICE AND FINES**

The Urban Infrastructure Services carries out random audits to make sure people comply with restrictions. Council Rangers have also been given the authority by the State Government to issue Penalty Infringement Notices for breaching water restrictions.

**5.1 First Offence** – a verbal warning followed by an official warning notice advising that water restrictions are in force and that on-the spot fine will be issued if they offend once again. A copy of the public water restriction notice and schedule will be provided. A photograph of the watering system in operation will be attached with date, and time displayed.

**5.2 Second Offence** – On-the-spot fine shall be imposed in accordance with the following fine categories:

- 5.2.1 Individual Household : \$120 for every breach
- 5.2.2 Businesses : \$220 for every breach
- 5.2.3 Water Theft : \$1,000

A photograph of the watering system in operation will be taken with date and time displayed.



## **WALGETT SHIRE COUNCIL AGENDA**

No verbal warning will be given at Restriction Levels 3 and 4. Penalty will be imposed immediately.

### **6.0 REVIEW OF FINES**

The General Manager will authorize the review and imposition of new fine conditions subject to Council approval.

### **7.0 CONTESTING FINES**

The Infringement Notice can be contested by either writing to SR Law, Level 4, 311 Castlereagh Street, Sydney 2000 or exercising the right of appeal to the Walgett Local Court, Walgett 2832.

Council reserve the right to change or appoint the Debt Recovery Officer/s at any time in accordance with the set of local government guidelines, rules and regulations.

### **8.0 PUBLIC NOTICES**

Water restriction notices when introduced shall be broadcasted on radio stations, advertised in the local newspapers, posted in Council service centers and any other appropriate well viewed locations. Council at this point in time will initiate enforcement measures from the advertised introduction date.

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**Water Management Regulation 2003**

**Walgett Shire Council Draught Management Plan**

**(Water Supply Authorities – Water Restrictions)**

**Policy Implementation Procedures, Guidelines and Documents**

**Related WSC Policies**



## DOCUMENT AND VERSION CONTROL

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

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

## AMENDED RECORDS

| Version | Date       | Author | Section                   | Page | Changes                                                                                                           |
|---------|------------|--------|---------------------------|------|-------------------------------------------------------------------------------------------------------------------|
| New     | 02/07/2009 | SOC    | All                       | All  | A newly developed document.                                                                                       |
| 1a      | 23/07/2009 | SOC    | Not numbered              | 3    | Amendment per Resolution 335/09                                                                                   |
| 1b      | 15/12/2009 | SOC    | Not numbered              | 3    | Amendment per Resolution 387/09                                                                                   |
| 2       | 01/11/2010 | SOC    | All                       | All  | RE-numbering of Descriptions introduced.                                                                          |
| 2       | 01/11/2010 | SOC    | 4.1                       | 3    | Change of Time for Commercial Premises per Council Resolution 387/09: Water Restrictions; December 2009           |
| 2       | 01/11/2010 | SOC    | 4.1                       | 3    | 4.1.2 - Public Parks, sport fields and school grounds provision for automated sprinklers are amalgamated into one |
| 2       | 01/11/2010 | SOC    | 3.2 (d)                   | 3    | Sub-section d) Hospitals introduced                                                                               |
| 2       | 01/11/2010 | SOC    | 5.1 and 5.2 (1), (2), (3) | 4    | Section 5: Infringement Notices and Fines                                                                         |
| 2       | 01/11/2010 | SOC    | 6 and 7                   | 5    | Introduced new Section 6: Review of Fines and Section 7: Contesting                                               |

## DISTRIBUTION HISTORY

| Version | Date     | Issued to | Company               | Position                                  | Copy |
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| 1       | 02/07/09 | SOC       | Walgett Shire Council | Director of Urban Infrastructure Services | 1    |
| *2      |          |           |                       |                                           |      |

\* Only to be issued once approved by Council to authorized recipients.

## **22. LIGHTING IMPROVEMENT AT COLLARENEBRI AIRPORT**

**REPORTING SECTION:** Urban Infrastructure Services

**AUTHOR:** Siegfredo O Coralde – Director Urban Infrastructure Services

**FILE NUMBER:** 10/666

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### **Summary:**

This report recommends that Council approve the reduction of the 2010-2011 Footpath Rehabilitation Program in order to fund the shortfall of \$35,000 necessary to match the grant of \$35,000 approved from the Department of Infrastructure, Transport, Regional Development and Local Government.

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

After successfully completing the sealing of the Collarenebri Aerodrome on February 2010, Council made inquiries again from the Department of Infrastructure, Transport, Regional Development and Local Government if Council can re-apply for another 1:1 funding grant arrangement to improve the lightning facilities of this aerodrome. Council was informed that while the plan is commendable, the department will not guarantee its approval this financial year.

Council took on a position that it will lose nothing, nevertheless, and forwarded its \$70,000 grant application to the Department of Infrastructure, Transport, Regional Development and Local Government on 10 April 2010. However, due to the remote possibility of having the project approved by the funding agency in the 2010-11 year, the \$35,000 budget was withdrawn voluntarily by the Director of Urban Infrastructure Services from the final preparation of the urban department.

22 October 2010 the Department of Infrastructure, Transport, Regional Development and Local Government notified Council of the grant approval of \$70,000 and subsequently sent the Funding Agreement for Council acceptance. The approving agency reminded Council to complete the project at the end of March 2011.

Council staff was caught unaware of this fast approval and the Director of Urban Infrastructure Services promptly conducted a financial review of the department to determine if some funds can be re-allocated with minimal operational disruptions.

Several options were considered but the most logical way of funding the shortfall of \$35,000 is reducing the budget of the Footpath Rehabilitation Program yet to be tendered at the end of November 2010. The approved budget to carry-out this program is \$400,000.

### **Relevant Reference Documents:**

Grant Application – Collarenebri Lighting Improvement  
Grant Application Approval - Collarenebri Lighting Improvement

### **Stakeholders:**

Collarenebri Community  
Walgett Shire Council

**Financial Implications:**

Reduction shall affect the footpath asset improvements programmed this year but not significant.

**Social and Community Implications:**

Health and Safety arrangements of the aerodrome will greatly improve the visibility for pilots, especially during emergency landings and night weather conditions.

**Lighting improvement at Collarenebri Airport**

**Recommendation:**

- 1) Council accept the \$70,000 grant offered by the Department of Infrastructure, Transport, Regional Development and Local Government based on the 1:1 funding arrangement.
- 2) Council approve to reduce the 2010-2011 Footpath Rehabilitation Program to \$365,000 and use the amount of \$35,000 to fund the Collarenebri Aerodrome Lighting Improvement Project.

**Moved:**

**Seconded:**

**Attachments:**

Appendix 1 – Notice of Grant Approval

## WALGETT SHIRE COUNCIL AGENDA



Australian Government

Department of Infrastructure and Transport

Our Reference: 10/10205

Mr Roy White  
Technical Officer  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832

Dear Mr White

**Re: Remote Aerodrome Safety Program – Round 4 (2010-11) –Funding Approval**

I am pleased to advise that your application for funding under Round 4 of the Australian Government's *Remote Aerodrome Safety Program (RASP)* has been successful.

The Minister for Infrastructure and Transport, the Hon Anthony Albanese MP, has approved funding up to a maximum of \$35,204 (GST excl) for upgrade works at Collarenebri aerodrome.

The provision of funding is subject to the following conditions:

1. Your organisation's acceptance of the offer of funding;
2. A funding agreement being executed between your organisation and the Australian Government within three months of the date of this letter;
3. Completion and return of the attached Summary Details Form. This includes details of the appropriate insurance cover being held by your organisation;
4. Funding received under the Program is held in an account under your organisation's name with an authorised deposit taking institution, with all receipts and expenditure on project activities to be separately identified and audited; and
5. Confirmation of funding from third party contributors to the project, where applicable.

Please note this is the final round under the program and the Minister's approval of funding is for the current financial year. Works on the project need to be undertaken and completed and expenditure acquitted by 30 June 2011. The Minister has absolute discretion to withdraw funding if the project is not completed prior to the end of the current financial year.

Your written response to this offer is required within one month of the date of this letter either via return mail, facsimile to 02 6274 6749 or email to [rasp@infrastructure.gov.au](mailto:rasp@infrastructure.gov.au)

Should you accept this offer, a Departmental officer will contact you regarding project timing, milestones, payment and reporting requirements.

GPO Box 594 Canberra ACT 2601 Australia • Telephone: 02 6274 7111 • Facsimile: 02 6257 6749  
Website: [www.infrastructure.gov.au](http://www.infrastructure.gov.au) • ABN 86 267 354 017

## **23. MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION ONLY FROM DIRECTOR URBAN INFRASTRUCTURE SERVICES**

**REPORTING SECTION:** Urban Infrastructure Services  
**AUTHOR:** Siegfredo Coralde – Director Urban Infrastructure Services  
**FILE NUMBER:** 10/585

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### **1. WATER AND SEWERAGE**

- a. **Country Water and Sewerage Program.** No news available yet regarding the request of additional funding at this stage. Still maintains contact with the NSW Office of Water.
- b. **Major Collarenebri Water Treatment Plant Failure.** Still waiting for a report from Veolia regarding the up-grade improvements of the plant.

### **2. CAPITAL WORKS**

- a) **Footpath Replacement and Construction.** To tender at the end of November. The project is expected to start in early January 2011.
- b) **BP Station Improvement Program.** The project is still on hold and waiting for further developments. Project scheduling of the proposed drainage up-grade across Fox and Warrena Sts in progress. K & G section to be removed and gravel shoulder dressed up as temporary measure as discussed with Mr. Ed Colless. Works programmed to start from Monday 22 November.

### **3. GRANTS**

**Fluoridation Plants – Collarenebri and Walgett.** Negotiations with the Department of Water re-commenced. A Water Engineer from Aquafilt Engineering Pty Ltd was appointed by the department to carry-out investigations and prepare the necessary designs for both plants free of charge to Council.

### **4. ENVIRONMENTAL and FLOOD MANAGEMENT**

**Expression of Interest – Climate Change Action Planning Workshop.** The Expression of Interest submitted to the Local Government Shire Association (LGSA) to hold a Climate Change Action Planning Workshop in February 2011 was successful. A teleconference with LGSA will be conducted on 25 November 2010 regarding the strategy and methods to ensure that the workshop is successful.

This workshop is funded by NSW Environmental Trust and therefore, free to Council. However, the cost of providing tea, coffee, milk and biscuits shall be borne by Council but is not expected to exceed \$356.00.

Council received a congratulatory letter from Moree Shire Council regarding the forthcoming workshop.

**04 November 2010 – Murray-Darling Basin Briefing Session (Dubbo).** The Director of Urban Infrastructure Services attended the Bourke briefing session on 05 November 2010 while the Mayor and the General Manager attended the Dubbo Session on 04 November 2010.

## WALGETT SHIRE COUNCIL AGENDA

**Walgett Levee Up-date** A copy of Works Program from May 2007 is attached for information providing the following details from November 2010 to March 2011:

- Concept Design Completion – mid-November 2010
- Environmental Analysis - mid-November 2010
- Levee Design (Civil and Mechanical - final) - end of March 2011
- Final Reporting including Cost Estimates - end of March 2011

The final Levee Plan shall be reported to Council on December 2010.

### 5. BUILDING AND AMENITIES

- a) **Lightning Ridge Bore Baths.** Sealing of carpark completed by SRS Roads P/L
- b) **Lightning Ridge Lions Park:** Sealing of carpark completed by SRS Roads P/L.
- c) **Flats at 32 Euroka Street Walgett.** Council notified Elders regarding the 334/10 Resolution withdrawing the sale of flats from the market. The “For Sale” signs to be removed.

Valuer from Moree Real Estate valued the property at \$100,000 or a range between \$85,000 and \$110,000. General maintenance is required to the guttering and painting (internal and external) of the premises. No estimates at this stage but quite costly.

- d) **Walgett Medical Centre – Wee Waa Street Walgett** Two quotes were received one from Gwyder Construction amounting to \$8,850 excluding GST and second from Col Verrall amounting to \$2,882 including GST. Approval was given to Col Verrall a local Plasterer, to:
  - remove the damaged plasterboard ceiling
  - install metal ceiling battens and re-line with new plasterboard and 90mm cornice
  - install bulkhead over hall door and
  - replace architrave around windows.

Repairs to the ceiling are being carried out to ensure the building meets acceptable standards.

The previous tenant paid \$286 rent per week. Should the building be repaired to a reasonable standard, the weekly rent should be increased to at least \$400. It has not been determined the actual cost of rehabilitating the premises at this stage.

There is limited interest in the purchase of the building at this stage because of the necessary repairs due to termite damage, drainage problems, movement in the building, and a collapsed ceiling (which is being repaired). However, the Attorney General's Department is keen on leasing the building for three years. Discussions between Council and the Attorney General's Department are in progress.

Moree Real Estate valued the property at \$160,000 with a reasonable range from \$150,000 - \$170,000 including the Public Toilets which are on the same title.

- e) **Collarenebri Agency Building/Manager's Residence.** No final decisions yet on how these assets are to be managed in the future. Both buildings are still in one title but can be sub-divided at any time as all relevant requirements are all met. Council needs to engage Country Energy for the installation of separate electric meters at a cost of \$1,500 but this is not an urgent requirement under the approved Development Application.

## WALGETT SHIRE COUNCIL AGENDA

Moree Real Estate valued the Agency building at \$65,000 with a range from \$50,000 to \$75,000 while the Manager's residence at the rear of the Agency is valued at \$60,000. (Range \$50-\$70,000).

f) **Rental Matters.** Council will soon have vacancies in the following 7 properties:

- |    |                           |                                                   |
|----|---------------------------|---------------------------------------------------|
| a) | 46 Euroka St:             | Parthi (Tech Officer) is vacated 5 November       |
| b) | 2/32 Euroka Street flats: | Still vacant (one bedroom)                        |
| c) | 45 Namoi St:              | Recently vacated by Len Smyth (Health & Building) |
| d) | 3 Montkeila St .          | Vacated by Myrene Lovegrove (Finance Manager)     |
| e) | Unit 2/15a Gilbert St.    | Vacated by Helena Lovegrove (Records)             |
| f) | Unit 5/15a Gilbert St.    | Sam Bandula (H R Manager) vacated 9 November      |
| g) | 50 Cardinal Rd.           | Dr Nashid (Rural Doctor) vacating end November.   |

It is expected incoming staff will be looking for Rental accommodation

g) **Requests For Walgett Accommodation.** Council received requests from the following interested parties:

- Coolibah Kids for Teacher Housing: suggest the Unit 3/15a at Albert St
- Rural Financial Counselling Service: have requested accommodation for a single person (Mon-Fri) preferably with lock up garage.
- Maxine Muldoon (Reception WSC): requested rental suggest 46 Euroka

Accommodation approvals in the past have been determined by the Housing Committee. However, this Committee hasn't met since last year. (See report – GM item 4)

h) **Available For Sale.** Unit 3 and 6/15a Gilbert are available for sale as well as Unit A 18a Arthur St. Elder's Dubbo are happy to list by private treaty these three units at a listing price above the reserve. However no sales can be finalised until the Strata Subdivision is registered.

## 6. CROWN RESERVE MATTERS

a) **New Toilet Block - Collarenebri Racecourse** Building of the new toilet building is in progress according to Mr David Furnell, President of Collarenebri Racecourse. With Council's concurrence, Mr Furnell confirmed the preference of the following:

- Reece to supply and deliver 4000 litre tank at a cost of \$2,343.96.incl GST. \*Ken Matheson has quoted \$3,451.80 incl GST for plumbing.
- Brad Evans Electrical has quoted \$1,056.00 incl GST for electrical work.

b) **Crown Reserve Reporting System.** Council submitted the Second Annual Return Reports 2009-10 to the Land and Property Management Authority (LPMA) on 01 November 2010. The report was not completed as Asset determinations are still in progress. An explanatory letter to LPMA is supplied in this report.

c) **Collarenebri Showground/Racecourse Reserve No: D630054** A media release from the Hon Christine Robertson MLC regarding the approval of \$5,000 for the showground up-grade was received on 25 October 2010. The government has made a grant of \$3,500 and offered a \$1,880 loan over five years at 7.5%.

Awaiting paperwork of offer from LPMA before submitting a report to Council to consider providing a budget of \$1,880 to pay the loan amount in the next financial year instead of having the \$1,880 loan over five years.



- d) **Burren Junction Sports Oval Crown Reserve No. R44101.** The Burren Junction Cricket Club, in cooperative partnership with Council, installed the synthetic grass free of charge on behalf of Burren Junction community on 19 November 2010. The cost of material is \$1,650 including GST.
- e) **Lighting Ridge Netball Court.** A report is required to roll over \$20,000 current budget allocation to financial year 2011/2012. This will enable Council to apply for grants in early 2011 as the \$20,000 is insufficient for the task. Initial estimate of at least \$150,000 is necessary to up-grade this site which comprises two netball courts. A report will be prepared for the February 2011 meeting.
- f) **Burren Junction Borebath Up-dates**

**Table and Chair Settings.** Second quote to supply and install two sets of picnic settings in steel at a cost of \$2,343.00 incl GST has been accepted. Expected to be installed before the end of November 2010.

**Evaporation Pond Up-dates.**

On 28 September 2010, Council passed Option 2 of the Resolution No. 305/10 authorizing the General Manager to write an official letter requesting LMPA to request the Minister of Lands to refuse the claim submitted by NSWALC. Arrangements for a meeting with the Local Aboriginal Lands Council, before taking any further action, is still in progress.

On same date, Council received a renewed Authority to occupy Lot 49 DP 40744 and Lot 1 DP 1153934 (previously identified as Lot 1 DP 181329, Parish of Burren East as an interim measure. The Land and Property Management Authority (LPMA) expect to proceed with the sale of this land to Council in coming months.

A letter has been received from NSW Office of Water regarding Council's proposal to purchase the parcel of land which is the site of the Burren Junction Bore Baths, being Lot 10 DP 1134743 containing an area of 2.023 hectares. The NSW Office of Water determined the property is surplus to requirements and is prepared to transfer title to Council.

The land houses the bore, baths, amenities and caravan park. The land would be subject to Council granting access to enter the land by NOW officers and that NOW will incur no costs associated with the sale. The Valuer General's Department assessed fair value of the land at \$3,760.00. Council need to advise NOW if it wishes to purchase the land at the stated price.

- g) **Carinda Swimming Pool Crown Reserve No. 80297.** The new shade structure has been damaged once again due to high winds. Preparation of insurance claims in progress.
- h) **Walgett Shire Office Building Repairs.** The repairs to the ramp at the RTA Walgett Office have been completed this month.

**7. CONFERENCE AND TRAINING SESSIONS**

Mr Roy White attended a one day exhibition and seminar staged by Randwick Council who exhibited their recycled water program for swimming pools, parks and gardens and workshop. This included stormwater harvesting and reuse.

**Murray-Darling Basin Public Forum.** Councillor Murray and Director of Urban Infrastructure Services attended the public meeting at Bourke on 04 September 2010.

| <b>Matters Generally for Brief Mention or Information only from Director Urban Infrastructure Services</b>                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>1. That the matters listed by the Director Urban Infrastructure Services for brief mention or information only be received and noted</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachments:**

Nil