



AGENDA FOR ORDINARY COUNCIL MEETING

Tuesday, 29th October 2019

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 at the **Carinda Hall** on **29th October 2019** commencing at **10:00am** to discuss the items listed in the Agenda.

Greg Ingham
GENERAL MANAGER

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.

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.

~~~o0o~~~

## **Local Government Act 1993**

### **Chapter 3 section 8A**

## **GUIDING PRINCIPLES FOR COUNCILS**

### **(1) Exercise of functions generally**

*The following general principles apply to the exercise of functions by councils:*

- (a) Councils should provide strong and effective representation, leadership, planning and decision-making.*
- (b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.*
- (c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.*
- (d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.*
- (e) Councils should work co-operatively with other councils and the State government to achieve desired outcomes for the local community.*
- (f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.*
- (g) Councils should work with others to secure appropriate services for local community needs.*
- (h) Councils should act fairly, ethically and without bias in the interests of the local community.*
- (i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.*

### **(2) Decision-making**

*The following principles apply to decision-making by councils (subject to any other applicable law):*

- (a) Councils should recognise diverse local community needs and interests.*
- (b) Councils should consider social justice principles.*
- (c) Councils should consider the long term and cumulative effects of actions on future generations.*
- (d) Councils should consider the principles of ecologically sustainable development.*
- (e) Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.*

### **(3) Community participation**

*Councils should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.*

## Table of Contents

|                                                                                                        |    |
|--------------------------------------------------------------------------------------------------------|----|
| 1. PUBLIC FORUM PRESENTATIONS .....                                                                    | 6  |
| 1.1 PAUL FLINT.....                                                                                    | 7  |
| 2. OPENING OF MEETING .....                                                                            | 8  |
| 3. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS.....                                                          | 8  |
| 4. LEAVE OF ABSENCE .....                                                                              | 8  |
| 5. DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS.....                                               | 9  |
| 6. CONFIRMATION OF MINUTES/MATTERS ARISING .....                                                       | 10 |
| 6.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 24 SEPTEMBER 2019 ....                                    | 10 |
| 7. REPORTS OF COMMITTEES/DELEGATES - Nil.....                                                          | 23 |
| 8. MAYORAL MINUTES .....                                                                               | 24 |
| 9. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN - Nil.....                                                   | 25 |
| 10. REPORTS FROM OFFICERS .....                                                                        | 26 |
| 10.1 GENERAL MANAGER.....                                                                              | 26 |
| 10.1.1 COUNCIL'S DECISION ACTION REPORT – OCTOBER 2019 .....                                           | 26 |
| 10.1.2 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT .....                                | 32 |
| 10.1.3 IMPORTANT DATES - UPCOMING MEETINGS AND EVENTS.....                                             | 43 |
| 10.1.4 GENERAL MANAGER ACTIVITIES/MEETINGS – OCTOBER 2019 .....                                        | 45 |
| 10.2 CHIEF FINANCIAL OFFICER .....                                                                     | 46 |
| 10.2.1 MONTHLY OUTSTANDING RATES REPORT AS AT 31 <sup>st</sup> AUGUST 2019 .....                       | 46 |
| 11.2.2 CASH AND INVESTMENT REPORT AS AT 30 <sup>th</sup> SEPTEMBER 2019.....                           | 49 |
| 11.2.3 SECTION 356 COMMUNITY ASSISTANCE PROGRAM 2019/20 .....                                          | 52 |
| 11.2.4 ALLOCATION OF DONATION FOR DROUGHT RELIEF .....                                                 | 54 |
| 11.2.5 CODE OF MEETING PRACTICE POLICY - REVIEW.....                                                   | 56 |
| 11.2.6 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM CHIEF FINANCIAL OFFICER.....            | 58 |
| 11.3 ENGINEERING / TECHNICAL SERVICES .....                                                            | 60 |
| 11.3.1 MONTHLY MAINTENANCE GRADING REPORT.....                                                         | 60 |
| 11.3.2 MONTHLY WORKS PROGRESS REPORT .....                                                             | 65 |
| 11.3.3 CUMBORAH BORE HYDROGEOLOGICAL REVIEW & PUMP TEST ANALYSIS .....                                 | 67 |
| 11.3.4 MATTERS FOR BRIEF MENTION OR INFORMATION ONLY FROM DIRECTOR ENGINEERING/TECHNICAL SERVICES..... | 70 |
| 10.4 ENVIRONMENTAL SERVICES .....                                                                      | 73 |
| 10.4.1 EASY TO DO BUSINESS - SERVICE NSW .....                                                         | 73 |
| 10.4.2 MATTERS FOR BRIEF MENTION, ENVIRONMENTAL SERVICES.....                                          | 76 |

|                                                                                  |                                     |
|----------------------------------------------------------------------------------|-------------------------------------|
| 12. MOVE INTO CLOSED SESSION.....                                                | <b>Error! Bookmark not defined.</b> |
| 13. CONFIDENTIAL REPORTS/CLOSED COUNCIL MEETING ...                              | <b>Error! Bookmark not defined.</b> |
| 13.1 GENERAL MANAGER.....                                                        | <b>Error! Bookmark not defined.</b> |
| 13.1.1 WALGETT WEIR 11A RAISING AND FISHWAY PROJECT – TENDER<br>EVALUATION ..... | <b>Error! Bookmark not defined.</b> |
| 13.1.2 OFFER FOR PURCHASE OF WALGETT CBD LAND .....                              | <b>Error! Bookmark not defined.</b> |
| 14. RETURN TO OPEN SESSION .....                                                 | <b>Error! Bookmark not defined.</b> |
| 15. ADOPTION OF CLOSED SESSION REPORTS .....                                     | <b>Error! Bookmark not defined.</b> |
| 16. RESPONSE TO QUESTIONS FROM LAST MEETING .....                                | <b>Error! Bookmark not defined.</b> |
| 17. QUESTIONS FOR THE NEXT MEETING .....                                         | <b>Error! Bookmark not defined.</b> |
| 18. CLOSE OF MEETING.....                                                        | 77                                  |

## **1. PUBLIC FORUM PRESENTATIONS**

*The Council may hold a public forum prior to each Ordinary Meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting (listed on the Agenda).*

*Public forums may also be held prior to Extraordinary Council Meetings and meetings of committees of the Council. Public forums are to be chaired by the mayor or their nominee.*

*The General Manager or their delegate may refuse to allow such material to be presented. A person may apply to speak on no more than 2 items of business on the agenda of the Council Meeting.*

*The General Manager or their delegate may refuse an application to speak at a public forum. No more than two (2) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council Meeting. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the General Manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.*

*Each speaker will be allowed five (5) minutes to address the Council. This time is to be strictly enforced by the Chairperson. The Chairperson of the meeting can grant one extension of up to a maximum of three (3) minutes, should further information, be considered to be important to the Council. This is solely at the discretion of the Chair.*

*Speakers at public forums must not digress from their nominated item on the agenda. If a speaker digresses to irrelevant matters, the Chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.*

*A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a Public Forum. Questions put to a speaker must be direct, succinct and without argument. Debate will not be permitted by the speaker, Councillors or staff. Speakers are under no obligation to answer a question. Answers by the speaker, to each question are to be limited to three (3) minutes. Speakers at public forums cannot ask questions of the Council, Councillors or Council staff.*

*The general manager or their nominee may, with the concurrence of the chairperson, address the council for up 5 minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.*

| SPEAKER               | TOPIC           |
|-----------------------|-----------------|
| <b>1.1 PAUL FLINT</b> | Ranger Services |

## 2. OPENING OF MEETING

*Proceedings of the meeting commenced at \_\_\_\_\_am*

## 3. 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.*

## 4. LEAVE OF ABSENCE

| Leave of Absence                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the leave of absence received from _____ is/are accepted and leave of absence granted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



## 5. DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS

*Councillors and senior staff are reminded of their obligation to declare their interest in any matters listed before them.*

*In considering your interest you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.*

*Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.*

*Councillors must state their reasons in declaring any type of interest.*

| Councillor | Item No. | Pecuniary/Non-Pecuniary | Reason |
|------------|----------|-------------------------|--------|
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |

## **6. CONFIRMATION OF MINUTES/MATTERS ARISING**

### **6.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 24 SEPTEMBER 2019**

| <b>Minutes of Ordinary Council Meeting – 24 September 2019</b>                                                                                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the ordinary Council meeting held 24 September 2019, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Ordinary Meeting held 24 September 2019.



## **MINUTES FOR THE ORDINARY COUNCIL MEETING**

**Tuesday 24<sup>th</sup> September 2019**

Greg Ingham  
**GENERAL MANAGER**

**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT  
WALGETT SHIRE COUNCIL CHAMBERS ON  
TUESDAY 24 SEPTEMBER 2019 AT 10.50am**
**OPEN FORUM****Public Presentations:**

*Mr Patrick Fletcher, Mr David Land and Mr Col Hundy addressed Council in relation to the Australia Opal Centre funding proposal, in support of the project funding based on various economic benefits.*

*Mr Paul Duncan did not attend the meeting.*

*The Mayor declared the meeting open at 10.50am*

**PRESENT**

Cllr Manuel Martinez (Mayor)  
 Cllr Ian Woodcock (Deputy Mayor)  
 Cllr Bill Murray  
 Cllr Lawrence Walford  
 Cllr Robert Turnbull  
 Cllr Tanya Cameron  
 Cllr Kelly Smith  
 Cllr Jane Keir  
 Cllr Michael Taylor  
 Greg Ingham (General Manager)  
 Michael Urquhart (Chief Financial Officer)  
 Jessica McDonald (Director Environmental Services)  
 Richard Jane (Acting Director Engineering/Technical Services)  
 Bronte Kerr (Minute Secretary)

**ABSENT**

Nil

**Leave of Absence – Nil**

**Declaration of Pecuniary/Non-Pecuniary Interests**

| Councillor    | Item No. | Pecuniary/Non-Pecuniary |
|---------------|----------|-------------------------|
| Cllr Martinez | 11.3.1   | Pecuniary               |
|               | 11.3.2   |                         |
|               | 11.3.4   |                         |
| Cllr Turnbull | 11.3.1   | Pecuniary               |
|               | 11.3.2   |                         |
|               | 11.3.4   |                         |
| Cllr Keir     | 11.3.1   | Pecuniary               |
|               | 11.3.4   |                         |
| Cllr Taylor   | 10.4.3   | Pecuniary               |

|                                                                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>9/2019/1 Minutes of Ordinary Council Meeting – 27 August 2019</b>                                                                                                                                                                                                                                                                               |
| <p><b>Resolved:</b></p> <p>That the minutes of the ordinary Council meeting held 27 August 2019, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.</p> <p><b>Moved:</b> Cllr Walford<br/> <b>Seconded:</b> Cllr Cameron<br/> <b>CARRIED</b></p>                              |
| <b>9/2019/2 Minutes of Extra Ordinary Council Meeting – 10 September 2019</b>                                                                                                                                                                                                                                                                      |
| <p><b>Resolved:</b></p> <p>That the minutes of the Extra Ordinary Council meeting held 10 September 2019, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.</p> <p><b>Moved:</b> Cllr Woodcock<br/> <b>Seconded:</b> Cllr Taylor<br/> <b>CARRIED</b></p>                     |
| <b>9/2019/3 Minutes of Ordinary Council Meeting – 01/08/2019</b>                                                                                                                                                                                                                                                                                   |
| <p><b>Resolved:</b></p> <p>That the minutes of the Local Area Traffic Committee Meeting held 1<sup>ST</sup> August 2019, having been circulated be received and noted and the recommendations contained therein are adopted as resolutions of Council.</p> <p><b>Moved:</b> Cllr Smith<br/> <b>Seconded:</b> Cllr Turnbull<br/> <b>CARRIED</b></p> |
| <b>9/2019/4 Mayoral Report</b>                                                                                                                                                                                                                                                                                                                     |
| <p><b>Resolved:</b></p> <p>That the Council receive and note the verbal Mayoral Report.</p> <p><b>Moved:</b> Cllr Smith<br/> <b>Seconded:</b> Cllr Woodcock<br/> <b>CARRIED</b></p>                                                                                                                                                                |

|                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>9/2019/5 Council's Decision Action Report</b>                                                                                                                                                                                                                                                        |
| <p><b>Resolved:</b></p> <p>That the Resolution Register as at September 2019 be received and noted.</p> <p><b>Moved:</b> Clr Walford<br/> <b>Seconded:</b> Clr Keir<br/> <b>CARRIED</b></p>                                                                                                             |
| <b>9/2019/6 Circulars Received from the NSW Office of Local Government</b>                                                                                                                                                                                                                              |
| <p><b>Resolved:</b></p> <p>That the information contained in the following Departmental circulars 19-18 to 19-20 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p><b>Moved:</b> Clr Taylor<br/> <b>Seconded:</b> Clr Woodcock<br/> <b>CARRIED</b></p> |
| <b>9/2019/7 Important Dates for Councillors - Upcoming Meetings and Events</b>                                                                                                                                                                                                                          |
| <p><b>Resolved:</b></p> <p>That Council receive and note the list of upcoming meetings and events.</p> <p><b>Moved:</b> Clr Walford<br/> <b>Seconded:</b> Clr Taylor<br/> <b>CARRIED</b></p>                                                                                                            |
| <b>9/2019/8 General Manager Activities/Meetings for September 2019</b>                                                                                                                                                                                                                                  |
| <p><b>Resolved:</b></p> <p>That that General Manager Activity report for September 2019 be received.</p> <p><b>Moved:</b> Clr Woodcock<br/> <b>Seconded:</b> Clr Smith<br/> <b>CARRIED</b></p>                                                                                                          |
| <b>9/2019/9 Ordinary Council Meetings – Time, Dates and Venues for 2020</b>                                                                                                                                                                                                                             |
| <p><b>Resolved:</b></p> <p>1. That Council endorse the below dates for the 2020 Ordinary Council Meetings commencing at 10:00am;<br/> 11 February 2020<br/> 24 March 2020<br/> 28 April 2020<br/> 26 May 2020<br/> 23 June 2020<br/> 28 July 2020</p>                                                   |



25 August 2020  
 22 September 2020  
 27 October 2020  
 24 November 2020  
 15 December 2020

2. Council investigate the resources required for the recording of meetings that held outside of the Walgett Shire Chambers and report to the October Council Meeting.

3. Council advertise in the local media and on Council's website the meeting schedule for 2020.

**Moved:** Cllr Keir  
**Seconded:** Cllr Woodcock  
**CARRIED**

#### 9/2019/10 Closedown of Administration over Festive Season 2019/2020

##### Resolved:

1. Council indoor operations close for the 2 weeks from Monday 23<sup>rd</sup> December 2019 to 3<sup>rd</sup> January 2020 and the General Manager make satisfactory arrangements for the maintenance of essential services and provision of emergency call out services.
2. The closedown be effectively notified to residents along with details of essential service and emergency call out arrangements.
3. Note a separate shutdown period will be put in place by the Director of Engineering for all Outdoor Staff in accordance with the award.

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Smith  
**CARRIED**

#### 9/2019/11 Australian Opal Centre (AOC) Funding Request

##### Resolved:

1. Council commit \$50,000 per year for three years in line with the MOU between the Australian Opal Centre and Walgett Shire Council (Council Resolution of 25 August 2015) with the total of \$150,000 payable to the Australian Opal Centre upon the execution of the deed of agreement.

2. Council allocate the \$1,425,000 grant from the Joint Organisation Tourism and Cultural Fund allocation (\$5m) to the Australian Opal Centre Stage 1 project subject to the Australian Opal Centre meeting the following milestones:

**Milestone 1.** Upon execution of the deed of agreement between the Australian Opal Centre and Walgett Shire Council, Council will pay to the Australian Opal Centre \$475,000. (Estimated due date November 19)

**Milestone 2.** Upon completion of the final design, Receipt of statutory approvals, Confirmation of final costs, Tenure/Access of land and building confirmed and 15% of eligible project activities are completed to Councils satisfaction, Council will pay to the Australian opal Centre \$475,000. (Estimated due date August 20) **(Milestone 1 Commonwealth Funding Deed)**

**Milestone 3.** When 60% of the eligible project activities are completed to the satisfaction of Council, Council will pay to the Australian Opal Centre \$475,000. (Estimated due date February 21) (**Milestone 2 Commonwealth Funding Deed**)

3. Council make available to the Australian Opal Centre \$425,000 from its Economic Development Reserve, payable to the Australian Opal Centre upon lodgement of the private certifiers "Certificate of Occupancy" for occupation of the new opal centre. (Estimated due date August 21)

**Moved:** Cllr Turnbull  
**Seconded:** Cllr Woodcock  
**CARRIED**

*Cllr Cameron raised concerns in relation to the written approval from the grant assessment committee of the Joint Organisation as the minutes of the meetings had not reflected such approval and suggested that written formal approval be sought by Council prior to allocating the Australian Opal Centre \$1,425,000 from the Joint Organisation Tourism and Cultural Fund. Cllr Cameron also raised concern over the wording of the CFO's report: which indicated that Councillors had read the Business Case in relation to funding applications for the AOC, when this was not the case as said document was not made available to Councillors until 11 September 2019.*

1. Council commit \$50,000 per year for three years in line with the MOU between the Australian Opal Centre and Walgett Shire Council (Council Resolution of 25 August 2015) with the total of \$150,000 payable to the Australian Opal Centre upon the execution of the deed of agreement.

2. Council allocate the \$1,425,000 grant from the Joint Organisation Tourism and Cultural Fund allocation (\$5m) to the Australian Opal Centre Stage 1 project pending formal written approval from the grant assessment committee of the Joint Organisation and subject to the Australian Opal Centre meeting the following milestones:

**Milestone 1.** Upon execution of the deed of agreement between the Australian Opal Centre and Walgett Shire Council, Council will pay to the Australian Opal Centre \$475,000. (Estimated due date November 19)

**Milestone 2.** Upon completion of the final design, Receipt of statutory approvals, Confirmation of final costs, Tenure/Access of land and building confirmed and 15% of eligible project activities are completed to Councils satisfaction, Council will pay to the Australian opal Centre \$475,000. (Estimated due date August 20) (**Milestone 1 Commonwealth Funding Deed**)

**Milestone 3.** When 60% of the eligible project activities are completed to the satisfaction of Council, Council will pay to the Australian Opal Centre \$475,000. (Estimated due date February 21) (**Milestone 2 Commonwealth Funding Deed**)

3. Council make available to the Australian Opal Centre \$425,000 from its Economic Development Reserve, payable to the Australian Opal Centre upon lodgement of the private certifiers "Certificate of Occupancy" for occupation of the new opal centre. (Estimated due date August 21)

**Moved:** Cllr Woodcock  
**Seconded:** Cllr Turnbull  
**CARRIED**



| DIVISION             |                   |               |
|----------------------|-------------------|---------------|
| <b>For</b>           | <b>Against</b>    | <b>Absent</b> |
| Clr Manuel Martinez  | Clr Bill Murray   |               |
| Clr Ian Woodcock     | Clr Jane Keir     |               |
| Clr Lawrence Walford | Clr Tanya Cameron |               |
| Clr Robert Turnbull  |                   |               |
| Clr Kelly Smith      |                   |               |
| Clr Michael Taylor   |                   |               |

**9/2019/12 Monthly Outstanding Rates Report****Resolved:**

The outstanding rates report be received and noted.

**Moved:** Clr Woodcock

**Seconded:** Clr Walford

**CARRIED**

*Clr Smith left the meeting room at 12.02pm*

**9/2019/13 Cash and Investment Report as at 31<sup>st</sup> August 2019****Resolved:**

That the Investment Report as at 31<sup>st</sup> August 2019 be received and noted.

**Moved:** Clr Keir

**Seconded:** Clr Taylor

**CARRIED**

*Clr Smith returned to the meeting room at 12.04pm*

**9/2019/14 Rates & Charges Written Off During the Year 2018-2019****Resolved:**

That the Council write-off \$200,740.61 as per Council's Abandonments Register as at 30<sup>th</sup> June 2019.

**Moved:** Clr Turnbull

**Seconded:** Clr Taylor

**CARRIED**

**9/2019/15 Water & Sewer Services Equity as at 30<sup>th</sup> June 2019****Resolved:**

That the Chief Financial Officers report be received and noted.

**Moved:** Clr Keir

**Seconded:** Clr Smith

**CARRIED**

**9/2019/16 Swimming Pool Operations****Resolved:**

That the Chief Financial Officers report be received and noted in relation to the Swimming Pool Operations within the Shire.

**Moved:** Cllr Walford

**Seconded:** Cllr Taylor

**CARRIED**

**9/2019/17 Matters Generally for Brief Mention or Information Only – From Chief Financial Officer****Resolved:**

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer in the following areas; Property Matters, Finance & Administration and Community Services be received and noted.

**Moved:** Cllr Taylor

**Seconded:** Cllr Cameron

**CARRIED**

*Mayor Martinez, Cllr Turnbull and Cllr Keir declared a pecuniary interest and left the room at 12.26pm. Deputy Mayor Woodcock assumed the chair.*

**9/2019/18 Monthly Maintenance Grading Report from Director Technical / Engineering Services****Resolved:**

That Council receive and note the monthly maintenance grading works report for September 2019.

**Moved:** Cllr Walford

**Seconded:** Cllr Taylor

**CARRIED**

**9/2019/19 Monthly Progress Report – September 2019****Resolved:**

That Council receive and note the Engineering Services monthly works progress report for September 2019.

**Moved:** Cllr Smith

**Seconded:** Cllr Murray

**CARRIED**

**9/2019/20 Proposed Road Disposal at Gungahman North and Dahomey - Department Of Industry - Lands & Water****Resolved:**

That Council note and refuse the proposed road disposal by making a submissions to Department of Industry - Lands & Water.

**Moved:** Cllr Cameron  
**Seconded:** Cllr Taylor  
**CARRIED**

**9/2019/21 Matters Generally For Brief Mention or Information Only by Director of Engineering/Technical Services – September 2019****Resolved:**

That the Matters Generally for Brief mention or Information only from the Director engineering/ Technical Services be received and noted.

**Moved:** Cllr Murray  
**Seconded:** Cllr Cameron  
**CARRIED**

*Mayor Martinez, Cllr Turnbull and Cllr Keir returned to the meeting at 12.50pm and Mayor Martinez resumed the chair.*

*The meeting adjourned for lunch at 12:51pm*

*The meeting resumed at 1.28pm*

**9/2019/22 Notification of Successful Grant Applications – Walgett Landfill and Lightning Ridge Landfill****Resolved:**

That Walgett Shire Council resolve to note the above information and endorse the actions of the Director of Environmental Services.

**Moved:** Cllr Walford  
**Seconded:** Cllr Woodcock  
**CARRIED**

**9/2019/23 Additional Budget Items for In-Kind Contributions to NSW Environmental Trust Grants (DPIE)****Resolved:**

That Walgett Shire Council resolve to approve two new budget lines; one for the contribution to the Lightning Ridge Landfill Environmental Improvements totalling \$6,880.00 and one for the contribution to the Walgett Waste Facility Environmental Improvements totalling \$48,288.00 from the Domestic Waste Management Fund (DWMF) for inclusion in the 2019/2020 budget.

**Moved:** Cllr Smith  
**Seconded:** Cllr Woodcock  
**CARRIED**

*Clr Taylor declared a pecuniary interest and left the meeting room at 1:30pm*

#### **9/2019/24 Grants from the Walgett Shire Local Heritage Fund**

##### **Resolved:**

That Walgett Shire Council resolve to:

1. Disperse \$16077 from the Walgett Shire Council Local Heritage Fund 2019-2020 in the following manner:
  - (a) \$2000 to Lightning Ridge Opal and Fossil Centre for works at Bodel's Hut, Lightning Ridge;
  - (b) \$7000 to Darius Smith for the re-stumping of the shearing shed on 'Epping' at 552 Epping Road, Pilliga;
  - (c) \$1686 to the Lightning Ridge Historical Society for the installation of a termite protection system and its monitoring at 7 Morilla Street, Lightning Ridge;
  - (d) a total of \$5391.00 to Glen Bloink for the replacement of the roof and installation of guttering at the (former) Presbyterian Church and (former) Presbyterian Manse at 43 Herbert Street, Collarenebri.
2. Adopt the draft *Walgett Shire Council Interim Heritage Strategy 2019-2021*.

**Moved:**        **Clr Cameron**

**Seconded:**   **Clr Murray**

**CARRIED**

*Clr Taylor returned to the meeting room at 1:42pm*

#### **9/2019/25 Matters for Brief Mention of Information Only from Director Environmental Services**

##### **Resolved:**

1. That Walgett Shire Council resolve to receive and note the report by the Director of Environmental Services on matter for brief mention, or information only.
2. Council agree that the Director of Environmental Services may commence negotiations with the property owner of 26 Nobby Road Lightning Ridge, Lot 5 DP 263351.

**Moved:**        **Clr Turnbull**

**Seconded:**   **Clr Keir**

**CARRIED**

#### **9/2019/26 Move into Closed Session**

*Time: 1.35pm*

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

- (a) Personnel matters concerning particular individuals (other than Councillors)
- (c) That information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)



(d) That the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**Moved:** Cllr Walford  
**Seconded:** Cllr Turnbull  
**CARRIED**

#### **9/2019/27 Electric Line Interface Agreement between Walgett Shire Council and Walgett Solar Farm**

**Resolved:**

That Council approves signing of the electric Line Agreement between Walgett Shire Council and Walgett Solar Farm.

**Moved:** Cllr Turnbull  
**Seconded:** Cllr Taylor  
**CARRIED**

#### **9/2019/28 Return to Open Session**

**Resolved:**

That Council return to open session.

**Moved:** Cllr Taylor  
**Seconded:** Cllr Walford  
**CARRIED**

#### **9/2019/29 Adoption of closed session reports**

**Resolved:**

That Council adopt the recommendations of the Closed Committee Reports.

**Moved:** Cllr Turnbull  
**Seconded:** Cllr Woodcock  
**CARRIED**

#### **Questions for Next Meeting**

Cllr Taylor

Q1: footpath adjacent to the community church in Lightning Ridge, needs a concrete entry to the gate way.

Q2: The scrap metal pick-up point in Lightning Ridge, need to check into this for aesthetics purposes.

Q3: Watering of new trees in Lightning Ridge not being undertaken, can this be checked?

Q4: Grids to the Grawin need attention ASAP?

Q5: The toilet block mid-way between Walgett and Brewarrina, what the progress so far?

Q6: Stanley toilet block needs cleaning and deodorising ASAP, can this be done?

Q7: Hand dryer in the toilet block in Lightning Ridge at the information centre, need one ASAP.

Q8: The action resolution document in the agenda needs to be in bigger print.

Clr Turnbull

Q1: Can the owner of the grids be contacted to fix the grids on the Burranbaa Road, one grid is on a bad angle.

Clr Smith

Q1: Can the approaches on the 'Rocky Ford' Bridge in Collarenebri be inspected as they are very rough?

**Close of Meeting**

The meeting closed at 2.05pm

To be confirmed at the next meeting of Council.

\_\_\_\_\_  
Deputy Mayor

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

## **7. REPORTS OF COMMITTEES/DELEGATES - Nil**

## 8. MAYORAL MINUTES

Report to be tabled

| Mayoral Report                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the Mayoral report.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



## **9. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN - Nil**

## **10. REPORTS FROM OFFICERS**

### **10.1 GENERAL MANAGER**

#### **10.1.1 COUNCIL'S DECISION ACTION REPORT – OCTOBER 2019**

|                           |                                      |
|---------------------------|--------------------------------------|
| <b>REPORTING SECTION:</b> | <b>Executive</b>                     |
| <b>AUTHOR:</b>            | <b>Greg Ingham - General Manager</b> |
| <b>FILE NUMBER:</b>       | <b>18/260</b>                        |

---

##### **Summary:**

This schedule summarises the current position of action taken in respect of matters considered at the previous meetings of Council when the outcomes have not been finalised.

##### **Background:**

Attached is the Resolution Register which summaries outstanding action in respect of all resolutions which required action and are still outstanding. The exception is for the last meeting where items that have been completed are included. Councillors are reminded that any queries should be raised with the General Manager prior to the meeting.

##### **Current Position:**

Details of actions taken/being taken are flagged for each motion. Over time the register has grown in size because, whilst resolutions are actioned after the meeting, it is not always possible to resolve issues quickly especially if other government agencies are involved or Council's own in-house resources are stretched. Council has to prioritise work commitments.

In these circumstances the register becomes the simple tool of keeping track of matters awaiting attention.

Again, Councillors are reminded that any queries should be raised with the General Manager prior to the meeting as this would streamline the meeting process and also resolve minor issues more expediently.

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

Resolution Register

##### **Governance issues:**

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

##### **Environmental issues:**

Nil

##### **Stakeholders:**

Council and Manex Team

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

Nil

##### **Conclusion:**

That the resolutions register be received and noted. It is requested that any queries be raised with the General Manager prior to meeting day to facilitate proceedings at the meeting.

|                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council's Decision Action Report</b>                                                                                                       |
| <b>Recommendation:</b><br><br>That the Resolution Register as at October 2019 be received and noted.<br><br><b>Moved:</b><br><b>Seconded:</b> |

**Attachment:**

Action Resolution Register

WALGETT SHIRE COUNCIL AGENDA – 29 OCTOBER 2019 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |
|----------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 28.04.17 | 3/2017/22  | <p>That Council considers realigning the 35km section of Ridge Road from Shermans Way and Burranbaa Road intersection to Angeldool Road intersection - Option 4 (Realignment across Big Warrambool).</p> <p>That Council consult with affected landholders with regards to Option 4.</p> <p>This option includes a bridge across Big Warrambool and land acquisition. Social, environmental impacts should be assessed before this option is implemented. In addition, geotechnical, hydrologic studies must be conducted for this option. Topographical survey and designs must also be completed prior to implementation.</p> | DETS | <p>9.8.17 Surveyor engaged</p> <p>22.8.17 Report to Council to resolve for compulsory acquisition.</p> <p>5.9.17 GM and DETS held talks with Brian Lees, Al Lees and Norman Lees of Tipperary and Ringwood regarding alignment next to their property. They will sketch their preferred alignment and send to Council.</p> <p>21.11.17 DETS held talks with Peter Scoles. He has indicated no objection.</p> <p>7.12.17 Consulting held with Brian, Sue and Nathan Lees of Tipperary. Three options selected. DETS to cost options and hold further consultation with Lees's.</p> <p>12.04.18 DETS meets Lees's and all agree on Option 2.</p> <p>16.08.18 Additional survey ongoing</p> <p>16.06.19 Community Consultation has been organised on 18.06.19 by PEECE Pty Ltd</p> <p>9.09.2019 work in progress</p> <p>22.10.019 Work in progress</p> |  |
| 28.04.17 | 3/2017/25  | <p>That Council using the "Open Tendering" method call Tenders for the restoration of the Colless Grandstand at the Walgett Showground.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | CFO  | <p>27.6.17 In Progress – Request for Engineers Report</p> <p>13.12.17 Engineers report required</p> <p>5.2.18 waiting on information from structural engineer</p> <p>18.4.18 Engineer inspected facility, costing and report underway</p> <p>21.8.18 Costing for refurbishment underway</p> <p>12.12.18 Report to December Council Meeting</p> <p>17.04.19 March 2019 Council approved funding, RFT underway</p> <p>20.08.19 RFT to be advertised</p>                                                                                                                                                                                                                                                                                                                                                                                               |  |
| 23.5.17  | 4/2017/34  | <p>Lightning Ridge Bore Baths</p> <ol style="list-style-type: none"> <li>1. Council receive the CFO report</li> <li>2. Council make provision of \$100,000 in the 2017/18 budget for renewal of the Lightning Ridge Bore Bath between Nov 17 and April 18</li> <li>3. Recommendations of the structural assessment be implemented</li> <li>4. The General Manager arrange for a design and cost of the bore bath renewal and submit this to Council for consideration</li> </ol>                                                                                                                                                | CFO  | <p>27.6.17 Quotation for design &amp; construction to be called in coming months. Work to be carried out during November 17 to March 18</p> <p>18.9.17 CFO in discussions with firm for engineers design</p> <p>18.10.17 CFO Issued purchase order for design of new tank</p> <p>22.11.17 Draft plan Received -RFQ to be issued</p> <p>13.12.17 Waiting on new specifications &amp; plan</p> <p>18.4.18 Project postponed until November 2018.</p> <p>18.4.18 RFQ to be issued and contractor engaged prior to October 2018</p> <p>17.4.19 RFT Underway for October March 19/20</p>                                                                                                                                                                                                                                                                 |  |
| 26.09.17 | 9/2017/25  | <p>That Council resolve to acquire Mr.and Mrs Raymond Pike's land within which the current Council-maintained section of O'Neils Road runs, then surrender the Council-Controlled section of corridor to Mr And Mrs Raymond Pike.</p>                                                                                                                                                                                                                                                                                                                                                                                           | DETS | <p>8.9.17 DETS hold talks with Mr Raymond Pike and his wife. They verbally agreed to the swap.</p> <p>5.11.17 Quotes received for cadastral survey</p> <p>30.03.18 Cadastral survey completed</p> <p>16.06.19 Work in Progress</p> <p>22.10.2019 Work in progress</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| 26.09.17 | 9/2017/26  | <ol style="list-style-type: none"> <li>1. That Council resolves to authorise acquisition by compulsory process, of the Walgett Levee corridor through Lot 7024 DP1021106, Lot 7012 DP1021112, Lot 7301 DP1155276, Lot 7013 DP1030416, Lot 7300 DP1155957, Lot 702 DP1051575, Lot 7001 DP1051908, Lot 3 DP1123824, Lot 703 DP1056310, Lot 7031 DP1055946 and Lot 7009 DP1055947.</li> <li>2. That Council resolves to make an application to the Minister to approve the compulsory acquisition process.</li> </ol>                                                                                                              | DETS | <p>5.11.17 Quote received for cadastral survey</p> <p>10.1.18 Quote accepted</p> <p>16.08.18 Survey ongoing</p> <p>16.06.19 Work in progress</p> <p>9.09.2019 work in progress</p> <p>22.10.019 Work in progress</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 26.09.17 | 9/2017/27  | <ol style="list-style-type: none"> <li>1. That Council engage a consultant for the investigation of the alternatives to improve pre-treatment and prepare a concept design &amp; business case for funding for the Collarenebri Water Supply.</li> <li>2. That Council proceeds with the compulsory acquisition of additional land for the construction of recommended pre-treatment.</li> <li>3. Lodge an expression of interest (EOI) for the safe and secure water programme.</li> </ol>                                                                                                                                     | DETS | <p>8.10.17 Council lodges EOI under SSWP</p> <p>9.1.18 Council invited for detailed application</p> <p>26/02/2018 Detailed application submitted.</p> <p>12.12.18 Funding received – development of RFQ for study underway</p> <p>16.06.19 Work in progress</p> <p>20.08.19 RFQ for sludge study has been closed</p> <p>9.09.2019 RFQ assessment is in process.</p> <p>22.10.01 Contract has been awarded and study is in progress</p>                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 19.12.17 | 12/2017/25 | <p>Collarenebri Sportsgrounds amenities building – the Council endorse the actions of the CFO in advising Murdi Paaki Regional Rugby League Council that the Council accept the new amenities</p>                                                                                                                                                                                                                                                                                                                                                                                                                               | CFO  | <p>5.2.18 Proposal in the planning phase</p> <p>17.4.19 Kiosk and amenities building under construction</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |

*WALGETT SHIRE COUNCIL AGENDA – 29 OCTOBER 2019 – ORDINARY COUNCIL MEETING*

|          |            |                                                                                                                                                                                                                                                                                                          |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|----------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |            | building asset for the Collarenebri Sports Ground as per concept proposal and the Council shall accept liability for ongoing future maintenance                                                                                                                                                          |      | Construction of shed complete, quotations are to be sought for lining and fit out of kiosk and toilets.<br>20.08.19 Building erected and fit out to be completed in coming months                                                                                                                                                                                                                                                                                           |  |
| 8.02.18  | 1/2018/2   | That Council:<br>5. Arrange for an independent community satisfaction survey to be undertaken within the next six months.<br>6. Investigate the re-establishment of precinct committees.<br>7. Lobby the State Government to open Opal Prospecting Area (OPA) 4.                                         | GM   | 19.03.18 ongoing<br>17.06.2019 Crown Lands Commissioner visited LR in early June 2019 to complete report on various matters including road network management and future land zoning.<br>23.10.19 – 5.community satisfaction survey agreed with Council within next 12months ie.by Oct 2020<br>6.Work in progress – Collarenebri established under Economic Development<br>7. No progress to date                                                                           |  |
| 27.03.18 | 3/2018/25  | 1. That Council receives and notes the report.<br>2. Council make approaches to Resource and Energy Department through the Member for Barwon to identify possible voids from former mining operations under key streets in the Lightning Ridge Township.                                                 | DETS | 12.12.18 Not yet commenced<br>22.10.019 Not yet commenced                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
| 01.05.18 | 5/2018/28  | It would be appropriate for Council to enter into negotiations with the DoL as the agency responsible for Western Land Leases/Crown Land to undertake maintenance of the private roads on which the “car door tours” operate or alternatively take the necessary steps to dedicate them as public roads. | GM   | 19.03.19 Significant issues to be considered & investigated. Higher priorities at this stage.<br>17.06.2019 see 1/2018/2 Above                                                                                                                                                                                                                                                                                                                                              |  |
| 26.06.18 | 10/2018/22 | That Council finances the fencing project from a transfer from the Lightning Ridge toilet upgrade reserve in 18/19, and the \$20,000 be placed into the Len Cram park fence reserve at the 30th June 2018.                                                                                               | CFO  | 17.4.19 CFO to arrange RFQ<br>Property Officer and CFO developing an RFQ<br>22.10.19 Quotations received, order to be issued October 2019                                                                                                                                                                                                                                                                                                                                   |  |
| 25.9.18  | 14/2018/17 | That Council note the current investigations in relation to the Lightning ridge water supply and unmetered services and a workshop to discuss the issues involved be held in the near future                                                                                                             | GM   | 17.06.19 Initial investigations complete. Complex issues. On the ‘to do’ list                                                                                                                                                                                                                                                                                                                                                                                               |  |
|          | 18/2018/11 | That Council re-visit the matter of developing a council wide policy in relation to provision of seating in CBD at Walgett, Lightning Ridge and Collarenebri and a further report be submitted to the February 2019 Committee meeting.                                                                   | GM   | 17.06.19 Higher priorities at this stage. Policy will be developed later in 2019                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 18.03.19 | 1/2019/11  | That Council<br>(a) name the Park in Opal Street, Lightning Ridge, “Opal Park”<br>(b) Application be made to the Geographical Names Board for registration of the parks name, “Opal Park”                                                                                                                | CFO  | 17.419 Council have approved name change. Application to be submitted.                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| 18.03.19 | 1/2019/18  | That Council<br>(a) Receive and note the Lightning Ridge Feasibility Study<br>(b) That Council consider its options, for adoption at the March 2019 meeting                                                                                                                                              | DETS | 16.06.19 The PEECE Pty Ltd is holding a Community consultation on 19.06.19 in Lightning Ridge Bowling Club<br>20.08.19 Report for the other option in progress<br>9.09.2019 work in progress<br>22.09.2019 funding application is in progress                                                                                                                                                                                                                               |  |
| 18.03.19 | 1/2019/23  | That Council;<br>1. Endorse the Weir raising project in accordance with the approved Safe and Secure funding project<br>2. Continues to investigate options for providing improved water supply security for Walgett.                                                                                    | DETS | 19.03.2019 Tender document preparation being finalised<br>16.06.19 Tenders have been evaluated and waiting for an additional funding for \$543,000 as the bidder amount is higher than allocated budget<br>11.7.2019 negotiation for contractual qualification is in progress and will be finalised by 19 <sup>th</sup> July 2019.<br>9.09.2019 An additional funding application has been lodged.<br>22.10.019 Contract will be awarded after October 2019 Council meeting |  |
| 18.03.19 | 1/2019/25  | That Council adopt the alternative solution 4, as outlined in the report.                                                                                                                                                                                                                                | DETS | 19.03.2019 Further report will be submitted for council Consideration.<br>16.06.19 Report to build the bridge on an alignment just downstream from the existing bridge will be submitted on 25 June 2019 Council meeting,<br>11.7.19 Council is planning to carry out second community consultation<br>20.08.19 Deed agreement is in progress<br>9.09.2019 Physical works will be commenced from Jan 2020                                                                   |  |

*WALGETT SHIRE COUNCIL AGENDA – 29 OCTOBER 2019 – ORDINARY COUNCIL MEETING*

|          |           |                                                                                                                                                                                                                                                                                                                                 |      |                                                                                                                                                                                                                                                                                                                                                     |           |
|----------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 03.04.19 | 2/2019/20 | That Council note and adopt Option 2 (following the existing Burranbaa Road (SR55) from Sherman's Way to Angledool Road (SR102). Follow the Angledool Road (SR102 the Ridge Road (RR426) to Collarenebri).                                                                                                                      | DETS | 16.06.19 Community Consultation in progress<br>11.07.2019 Documentation for second community consultation is in progress<br>20.08.19 Revised report in progress<br>9.09.2019 extra ordinary council meeting regarding the road project will be held on 10/09/2019                                                                                   |           |
| 03.04.19 | 2/2019/22 | That the Council resolve to not proceed with this subdivision, based on the report and amend the Rural Strategy as not to include this category 1 area.                                                                                                                                                                         | DES  | COMPLETED                                                                                                                                                                                                                                                                                                                                           |           |
| 03.04.19 | 2/2019/23 | That Council determines to make minor amendments to the Draft Walgett Shire Rural Residential Strategy that reflect "Lightning Ridge Candidate Area B" is the most appropriate site based on community consultation and the limited number of potential lots (4 stated in the strategy) for "Lightning Ridge Candidate Area C". | DES  | October 2019 Strategy under amendment for formal final submission                                                                                                                                                                                                                                                                                   |           |
| 30.04.19 | 3/2019/26 | That Council accept the tender submitted by the Impax Group for the amount of \$545,820 (including GST) for Contract 10021781 for Cumborah Water Supply, Design and Construction of New Great Artesian Basin Water Supply Bore at Cumborah.                                                                                     | DETS | 16.06.19 Waiting on license.<br>11.07.19 works will commence from 22 <sup>nd</sup> July 2019.<br>20.08.19 Works have commenced from 1 August 2019 and will be completed by 23 August 2019<br>9.09.2019 Stage 1 as plan has been completed. Stage 2 i.e Pumping and water quality test is process.<br>22.10.019 waiting a proposal for second stage. |           |
| 21.05.19 | 4/2019/6  | That Council register an interest in purchasing 64 Fox Street, Walgett described as Lot 25, DP 577201 and that the General Manager be authorised to enter into negotiations with the vendors.                                                                                                                                   | GM   | 11.07.19 No progress to date<br>23.10.19 Report included on 29 October 2019 Council Business Paper                                                                                                                                                                                                                                                  |           |
| 25.06.19 | 5/2019/29 | RFT 18/003 Design and Construction of Goangra Bridge                                                                                                                                                                                                                                                                            | DETS | 11.07.19 Council resolution to construct the bridge upstream of the existing bridge. Site visited planned for 19 <sup>th</sup> July 2019<br>20.08.19 Waiting for deed agreement<br>9.09.2019 Construction will be started from Jan 2020.                                                                                                            |           |
| 30.07.19 | 6/2019/11 | That Council place the amended fees and charges, with the exemption of the Truck Wash Fee, which is to remain at \$11.00 per half hour, on display for a period of 28 days, calling for public comment.                                                                                                                         | CFO  | 19.08.19 To be advertised along with other new fees after August 2019 meeting<br>22.10.19 Currently on display                                                                                                                                                                                                                                      |           |
| 30.07.19 | 6/2019/17 | That Council note and approve the option of installation of 100mm outlet on the old town bore line with a double check valve pipe water to its processing tanks to supplement the flow from the bore baths at the LRMA's cost                                                                                                   | DETS | 20.08.19 Sent approval letter<br>09.09.2019 waiting for a report on completion of the work.<br>22.10.019 waiting for a report from Lightning Ridge Mining association                                                                                                                                                                               |           |
| 30.07.19 | 6/2019/20 | 1. That Council note and approve a budget of \$100,00 from the Waste Management Reserve Fund to remove and dispose the asbestos material from Walgett Sewage Treatment Plant area.<br><br>2. That Council authorise the Finance Department to create a new ledger number for this project.                                      | DETS | 20.08.19 works in progress<br>09.09.2019 work has been completed                                                                                                                                                                                                                                                                                    | Completed |
| 30.07.19 | 6/2019/22 | That Walgett Shire Council resolve to;<br>Approve a new budget line for \$220,000 from the Domestic Waste Management Fund (DWMF) for inclusion in the 2019/2020 budget for the purchase of recyclables storage shed in Lightning Ridge and the installation of a recycling collection area at the Lightning Ridge Landfill.     | DES  | 13.08.19 DES to work with GM in regards to the purchase of a facility. In action                                                                                                                                                                                                                                                                    |           |
| 30.07.19 | 6/2019/23 | That Walgett Shire Council resolve to;<br>Endorse the actions of the DES and elect a preference of Option 3, as per the attached report by EnviroScience for further investigations by Council and set a new budget line of \$7,000 for further testing/investigations to be carried out by Council                             | DES  | Oct 19 – Request to EPA regarding this matter. Response from EPA required.                                                                                                                                                                                                                                                                          |           |
| 27.08.19 | 7/2019/11 | 1. That Council place the new fees and charges on display for a period of 28 days calling for public comment.<br>2. Council note the amendment in the report in relation to the Walgett Showground Pavilion Bond refundable from \$320.00 to \$330.00.                                                                          | CFO  | 04.09.19 To be advertised w/e 9/9/2019<br>22.10.19 Currently on display                                                                                                                                                                                                                                                                             |           |
| 27.08.19 | 7/2019/15 | That Council make a contribution of \$25,000 towards the installation of an automatic water system at the Walgett Showground including the pavilion, stable and arena areas of the complex.                                                                                                                                     | CFO  | 04.09.19 Underway. Council assessing quotations & scope of works.                                                                                                                                                                                                                                                                                   |           |
| 27.08.19 | 7/2019/20 | That Council note and approve the request to provide five (5) mega litres to half fill Ned's Dam in Grawin as per Council's fees and chargers subject to the Office of Water approval.                                                                                                                                          | DETS | 09.09.2019 application to Natural Resources Access Regulator   Department of Planning, Industry and Environment has been lodged.<br>22.10.019 Received an approval and Notification to NSW Land Registry Services is in process                                                                                                                     |           |
| 27.08.19 | 7/2019/22 | 1. Keep the alcohol free zones in Walgett, Collarenebri and Lightning Ridge for four years over the same areas as the existing zones.                                                                                                                                                                                           | DES  |                                                                                                                                                                                                                                                                                                                                                     |           |

WALGETT SHIRE COUNCIL AGENDA – 29 OCTOBER 2019 – ORDINARY COUNCIL MEETING

|          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |      |                                                                                                                                                               |  |
|----------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |           | 2. Undertaken notification that alcohol free zones have been established in Walgett, Collarenebri and Lightning Ridge for four years, over the same areas as the existing zones via;<br>(a) Public Notice in the Walgett Spectator and<br>(b) Public notice on the Walgett Shire Council website and Facebook page<br>3. Update alcohol free zone signage in Walgett, Collarenebri and Lightning Ridge in accordance with the relevant legislations. |      |                                                                                                                                                               |  |
| 27.08.19 | 7/2019/23 | Write to Mr Mulder and advise that he should engage the appropriately qualified person/s to prepare a planning proposal for the rezoning of the affected land for submission to Department of Planning and Environment.                                                                                                                                                                                                                              | DES  | In action.                                                                                                                                                    |  |
| 27.08.19 | 7/2019/26 | That Council commence legal action to extinguish the mortgage held over Lot 3 DP 751556 with the cost being met by the Carinda Golf Club Committee.                                                                                                                                                                                                                                                                                                  | CFO  | 04.09.19 Council solicitor contacted to commence process                                                                                                      |  |
| 27.08.19 | 7/2019/28 | That Council accepts the tender for Reconstruction and Sealing of 5km of RR103 Gundabloui Road RFT 19/024 from Country Wide Asphalt in the sum of \$1,166,000.00 including GST                                                                                                                                                                                                                                                                       | DETS | 09.09.2019 Contract has been awarded. Physical works will be commenced from 16 the September 2019.<br>22.10.019 works in progress                             |  |
| 27.08.19 | 7/2019/29 | 1. That the tender submitted by Countrywide Asphalt P/L be passed over as late and<br>2. The tender submitted by Batterline Earthmoving P/L, in the recommendation Tender Amount \$363,630 (including GST) be accepted for Contract No. RFT 10024531 for Walgett Levee Stage 4- Non Compliance Rectification Works subject to funding approval.                                                                                                      | DETS | 09.09.2019 an additional funding application has been lodged. Contractor has been notified.<br>22.10.019 Contract has been awarded to Batter line Earthmoving |  |
| 24.09.19 | 9/2019/20 | That Council note and refuse the proposed road disposal by making a submissions to Department of Industry - Lands & Water.                                                                                                                                                                                                                                                                                                                           | DETS | 22.10.019 work in progress                                                                                                                                    |  |

## 10.1.2 CIRCULARS RECEIVED FROM THE NSW OFFICE OF LOCAL GOVERNMENT

**REPORTING SECTION:** Executive  
**AUTHOR:** Greg Ingham - General Manager  
**FILE NUMBER:** 18/260

---

### Summary:

Copies of circulars received from the Local Government Office Department of Premier and Cabinet are attached for Councillors information. Circulars are emailed to Councillors when published from LGNSW.

### Background:

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

21 Oct 2019

- 19-27 Extension of the rates path protection for new councils

09 Oct 2019

- 19-26 Councils are invited to visit OLG's trade exhibition display booth at the LGNSW Conference 14-16 October, Warwick Farm

02 Oct 2019

- 19-25 - Penalties available to councils for code of conduct breaches by Councillors

30 Sep 2019

- 19-23 - Constitutional referendums and council polls

27 Sep 2019

- 19-22 - Government response to IPART's review of local government election costs

26 Sep 2019

- 19-21 - Release of IPC Guideline 1 Returns of Interests

### Governance Issues:

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

### Stakeholders:

Councillors and Walgett Shire Council staff

### Financial Implications:

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

### Conclusion:

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

### Brief on LG NSW Conference:

The Mayor, Deputy Mayor and Cllr Taylor and General Manager attended the LG NSW Annual Conference. Addresses from the Hon Gladys Berejiklian Premier of NSW, Hon Shelley Hancock MP Minister for Local Government and Ms Jodi McKay, Leader of the opposition opened the conference. MP's John Barilaro, Shelley Hancock, Melinda Pavey, Adam Marshall, Greg Warren and David Shoebridge participated in a panel discussion. Much of the discussion was in regards to the ongoing drought as well as several motions from Councils.



Motions included:

- LG NSW calling on the NSW Government to develop a comprehensive and funded Emergency management plan to address immediate water supply crisis affecting regional towns.
- Increasing storage to service the Barwon Darling River System

In regards to waste management LG NSW rolled on the NSW Government to reinvest the waste levy to:

- Fund the development of regional waste plans
- Fund the delivery of priority infrastructure
- Research improved and increased recycling initiatives
- Work with the Government to introduce producer responsibilities schemes for soft plastics and other emerging problem wastes

A motion called on the NSW Government to:

- Accept and expedite implementations of recommendations to improve flexible rating
- Adopt the recommendations to introduce capital improved value (CIV) to NSW rating system.

The conference was well attended and provided a good opportunity for networking with Councils facing the same challenges as Walgett Shire Council.

| Circulars Received From the NSW Office of Local Government                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the information contained in the following Departmental circulars 19-21 to 19-27 from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Circulars

Office of  
Local Government

## Circular to Councils

|                             |                                                                                                  |
|-----------------------------|--------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-21 / 26 September 2019 / A664471                                                  |
| <b>Previous Circular</b>    | 19-08 Consultation on revised IPC Guideline 1 Returns of Interests                               |
| <b>Who should read this</b> | Councillors / General Managers / Governance staff                                                |
| <b>Contact</b>              | Council Governance / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> / (02) 4428 4100 |
| <b>Action required</b>      | Information                                                                                      |

## Release of IPC Guideline 1 Returns of Interests

## What's new or changing?

- The Information and Privacy Commission (IPC) has finalised and issued *Guideline 1: For local councils on the disclosure of information contained in the returns disclosing the interests of councillors and designated persons* (Guideline 1).
- Councils should review the positions they currently identify as designated persons in light of Guideline 1 by applying the principles set out in the attachment to this circular.

## What this will mean for your council

- Guideline 1 states that councillors' and designated persons' returns of interests must be made publicly available free of charge on councils' websites, unless there is an overriding public interest against disclosure of the information contained in them or to do so would impose unreasonable additional costs on the council.
- Where a council decides that there is an overriding public interest against the disclosure of some of the information contained in a return, consideration should be given to releasing an edited copy of the return (for example redacting the individual's signature and residential address).
- Where information is deleted from a return, councils should keep a record indicating, in general terms, the nature of the information redacted from the return in accordance with section 6(5) of the *Government Information (Public Access) Act 2009* (GIPA Act).
- Councils should be mindful when identifying a position as the position of a designated person or a committee as a committee whose members are designated persons, that the consequence of this is that the council will be required to publish information contained in those persons' returns of interests on their websites.
- The Office of Local Government (OLG) would encourage councils to review the positions and committee memberships that they currently identify as those of designated persons with this consequence in mind.
- OLG would encourage councils to apply the principles set out in the attachment to this circular when identifying positions and committee memberships as those of designated persons.

**Key points**

- Section 6 of the GIPA Act provides for the mandatory proactive release by NSW public sector agencies (including councils) of open access information. The GIPA Act provides that open access information must be made publicly available free of charge on a website maintained by the agency.
- Councillors' and designated persons' returns of interests are prescribed as open access information for local government under Schedule 1 to the *Government Information (Public Access) Regulation 2018*.

**Where to go for further information**

- Guideline 1 and further information on open access information requirements for local government is available on the IPC's website at [www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au).
- The attachment to this circular provides guidance on the principles councils should apply when identifying positions and committee memberships as those of designated persons.
- See the [Guide to Completing Returns of Interests](#) which is available on OLG's website, for information on how to complete returns of interests and what information to include.
- Contact the IPC at 1800 472 679.
- Contact OLG's Council Governance Team on 02 4428 4100.



**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046



Office of  
Local Government

## Circular to Councils

|                             |                                                                                                                                                                                              |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-22 / 27 September 2019 / A673766                                                                                                                                              |
| <b>Previous Circular</b>    | 19-02 Consultation by IPART on recommended reforms to local government election costs and extension of the deadline for councils to make a decision on the administration of their elections |
| <b>Who should read this</b> | Councillors / General Managers / Council Governance Staff                                                                                                                                    |
| <b>Contact</b>              | Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov">olg@olg.nsw.gov</a>                                                                                                |
| <b>Action required</b>      | Council to Implement                                                                                                                                                                         |

## Government response to IPART's review of local government election costs

### What's new or changing

- On 30 August 2019, the Independent Pricing and Regulatory Tribunal (IPART) provided its final report of its review of local government election costs to the Minister for Local Government. IPART's final report is available [here](#).
- On 18 September 2019, the Government released its response to IPART's final report and announced that it intended to fund the NSW Electoral Commission's (the Commission) core costs in relation to the administration of local government elections, thereby reducing councils' election costs. The Government response to IPART's final report is available [here](#).
- Councils must make a decision on the administration of their elections by **1 October 2019**, or soon thereafter, and must enter into any arrangement with the NSW Electoral Commissioner (the Commissioner) to administer their elections no later than **1 January 2020**.

### What this will mean for your council

- Under the new funding model, costs will be assigned as either direct or core costs and allocated to councils or the NSW Government accordingly. The funding model will see costs allocated on the following basis:
  - direct (or marginal) costs are the costs that would not be incurred if an election was not held. These will be recovered from councils on a direct allocation and per elector basis. These include election staffing, venues, ballot paper printing, council-specific advertising and voter information products
  - core costs are defined as head office costs such as staff payroll, training, election security, project management, drafting of election procedures and policies, core IT system development and maintenance and ongoing voter roll maintenance. These are the costs the Commission must incur to maintain its capacity to conduct local government elections. The NSW Government will fund these core costs of \$19.9 million.
- The NSW Government's funding contribution will result in an indicative weighted average cost per elector of \$8.21, which will be passed onto councils, compared to a weighted average cost per elector of \$12.72 if no Government contribution was provided.
- If they have not already done so, councils must now make a decision on how their elections are to be administered by **1 October 2019**, or soon thereafter.
- Under section 296AA of the *Local Government Act 1993* (the Act), each council must resolve either:

- o to enter into an election arrangement with the Commissioner to administer all the council's elections, polls and constitutional referenda; or
  - o that the council's elections are to be administered by an electoral services provider engaged by the council.
- Where the council resolves that the council's elections are to be administered by an electoral services provider engaged by the council, the resolution must specify whether the general manager has identified an electoral services provider to be engaged for the next ordinary election of councillors and, if so, the name of that provider.
- Section 296(5) of the Act empowers the Commissioner to enter into an arrangement to administer a council's elections after the statutory deadline of **1 October 2019** for a decision on the administration of the council's elections if satisfied that there are exceptional circumstances that make it desirable or necessary for him to do so.
- The Commissioner has formed the preliminary view that constraints placed on councils in the context of the timing of the IPART review constitute 'exceptional circumstances' for the purposes of section 296(5).
- If a council cannot pass the requisite resolution to enter into an election arrangement with the Commissioner on or before **1 October 2019**, it should provide its resolution to the Commission as soon as possible after that date to enable the Commissioner to consider the resolution pursuant to section 296(5) of the Act.
- To enable the Commission to adequately plan for council elections, any contracts must still be signed and returned to it no later than **1 January 2020**.
- If a council does not enter into an election arrangement with the Commissioner, the council will be required to engage an alternative electoral services provider to administer its elections.

**Where to go for further information**

- Further information on council decisions on the administration of the 2020 council elections is available in the FAQ issued with [Circular 18-43 Council decisions on the administration of the September 2020 elections](#). Please note that some of the information in the FAQ has been superseded by subsequent amendments to the Act and it should be read in conjunction with the information contained in this circular.
- Contact OLG's Council Governance Team by telephone on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).
- Contact the NSW Electoral Commission by telephone on 02 9290 5999.



**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046





Office of  
Local Government

## Circular to Councils

|                             |                                                                                                  |
|-----------------------------|--------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular 19-23 / 30 September 2019 / A658394                                                     |
| <b>Previous Circular</b>    | N/A                                                                                              |
| <b>Who should read this</b> | Councillors / General Managers / Governance staff                                                |
| <b>Contact</b>              | Council Governance Team / 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information                                                                                      |

### Constitutional referendums and council polls

#### What's new or changing

- Councils are reminded to inform the NSW Electoral Commissioner (NSWEC) if they have resolved for the NSWEC to administer a constitutional referendum or poll in conjunction with the 2020 local government elections.

#### What this will mean for your council

- Under section 16 of the *Local Government Act 1993*, a council must obtain the approval of its electors at a constitutional referendum to do each of the following:
  - divide a council area into wards or abolish wards
  - change the number of councillors
  - change the method of electing the mayor
  - change the method of election for councillors where the council's area is divided into wards.

#### Key points

- Councils should notify the NSWEC as soon as possible if they wish to enter into an arrangement for the administration of a referendum or poll.
- If a council resolves that a constitutional referendum or poll is to be conducted, it must comply with the notification requirements contained in Schedule 10 of the *Local Government (General) Regulation 2005*.
- Any changes approved at a referendum will come into effect at the September 2024 local government elections.

#### Where to go for further information

- For councils considering or that have resolved to have the NSWEC conduct a constitutional referendum or poll, contact Steve Robb at the NSW Electoral Commission on telephone 9290 5431 or [Steve.Robb@elections.nsw.gov.au](mailto:Steve.Robb@elections.nsw.gov.au).
- See the attachment to this Circular for further information.

**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046



Office of  
Local Government

## Circular to Councils

|                             |                                                                                                                               |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-25 / 2 October 2019 / A671874                                                                                  |
| <b>Previous Circular</b>    | 18-44 Commencement of the new Model Code of Conduct for Local Councils in NSW and Procedures                                  |
| <b>Who should read this</b> | Mayors / Councillors / General Managers / Joint Organisation Executive Officers / Complaints Coordinators / Conduct Reviewers |
| <b>Contact</b>              | Council Governance Team – (02) 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>                         |
| <b>Action required</b>      | Council to Implement                                                                                                          |

### Penalties available to councils for code of conduct breaches by councillors

#### What's new or changing?

- The purpose of this Circular is to inform councils and joint organisations of the recent decision by the Supreme Court in the matter of *Cornish v Secretary, Department of Planning, Industry and Environment* [2019] NSWSC 1134. The Court's decision may be found [here](#).
- The Supreme Court has held that, notwithstanding the penalties available to councils for code of conduct breaches by councillors under the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* (the *Procedures*), the only disciplinary power available to councils under the *Local Government Act 1993* for code of conduct breaches by councillors, is the power to formally censure conferred under section 440G.

#### What this will mean for your council

- The Office of Local Government (OLG) is currently considering the implications of the decision and will provide further guidance to councils once it has done so.
- In the meantime, OLG strongly discourages councils from imposing penalties on councillors for breaches of their codes of conduct other than those available under paragraphs (h) and (i) of clause 7.59 of the *Procedures*, namely:
  - that a councillor be formally censured for a breach under section 440G of the Act (clause 7.59(h)); and
  - that a councillor be formally censured for a breach under section 440G and the matter referred to OLG for further action under the misconduct provisions of the Act (clause 7.59(i)).
- The Supreme Court has held that it remains open to councils to make findings of inappropriate conduct by councillors public by publishing the investigator's findings and determination in the minutes of the meeting (see clause 7.59(f) of the *Procedures*).
- Councils should be mindful that under the new *Procedures*, an investigator must first consult with OLG prior to finalising their report where they propose to recommend that the councillor be formally censured for a breach and the matter referred to OLG for further action under the misconduct provisions of the Act.
- OLG would encourage councils' complaints coordinators to make conduct reviewers aware of the Supreme Court's decision and to discourage them from

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046



recommending penalties for breaches by councillors other than those referred to above.

**Key points**

- The Supreme Court's decision means that decisions by councils to impose the following penalties on councillors under the new Procedures may be open to challenge:
  - that a councillor undertakes training or other education relevant to conduct giving rise to a breach (clause 7.59(a));
  - that a councillor is counselled for their conduct (clause 7.59(b));
  - that a councillor is removed from membership of a committee of the council or any other body or organisation that the councillor serves on as the council's representative (clause 7.59(c));
  - that a councillor give an undertaking not to repeat offending behaviour in such time and form specified by a resolution (clause 7.59(d));
  - that a councillor apologise to any person or organisation affected by a breach in such a time and form specified by a resolution (clause 7.59(e)).
- The Supreme Court's decision makes it clear that it remains open to general managers and conduct reviewers/investigators to informally resolve code of conduct complaints against councillors by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat offending behaviour.
- The decision has no implications for councils' ability to take disciplinary action under the Procedures for code of conduct breaches by council officials other than councillors.

**Where to go for further information**

- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).



**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046





Office of  
Local Government

## Circular to Councils

|                             |                                                                              |
|-----------------------------|------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-26 / 09 October 2019 / A675333                                |
| <b>Previous Circular</b>    | N/A                                                                          |
| <b>Who should read this</b> | Mayors/Councillors /General Managers                                         |
| <b>Contact</b>              | Council Engagement Team (02) 4428 4100 /<br>councilengagement@olg.nsw.gov.au |
| <b>Action required</b>      | Information / Invitation                                                     |

### Councils are invited to visit OLG's trade exhibition display booth at the LGNSW Conference 14-16 October, Warwick Farm

#### What's new or changing

- Mayors, councillors and general managers are encouraged to visit the OLG trade exhibition display (stalls 21 and 22), to speak with OLG staff or ask any questions about OLG programs and initiatives.
- Information will be available on a range of topics such as joint organisations, the model code of conduct, model code of meeting practice, and NSW rock fishing legislation.

#### What this will mean for your council

- This is a good opportunity for delegates to obtain information about OLG initiatives and programs first hand or to discuss issues or concerns with OLG directly.

#### Key points

- The LGNSW Conference is the annual policy-making event for NSW councils and associate members. It is well attended by mayors/deputy mayors, councillors, general managers and senior staff.
- The Premier, the Hon. Gladys Berejiklian MP and the Minister for Local Government, the Hon. Shelley Hancock MP are scheduled to address the conference at the "Meet the Politicians Breakfast" on 14 October, 2019. The Deputy Premier, key Ministers and parliamentarians will participate in a panel discussion to outline priorities over the next 12 months.

#### Where to go for further information

- More information about the conference is available from the LGNSW website at <https://lgnsw.org.au/events-training/local-government-nsw-annual-conference>.

**Melissa Gibbs**  
**Acting Deputy Secretary**  
**Local Government, Planning and Policy**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046



Office of  
Local Government

## Circular to Councils

|                             |                                                                                           |
|-----------------------------|-------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-27 / 21 October 2019 / A662487                                             |
| <b>Previous Circular</b>    | 19-14 - <i>Recent amendments to the Local Government Act 1993</i>                         |
| <b>Who should read this</b> | New Council Councillors / General Managers / Council Finance and IP&R staff               |
| <b>Contact</b>              | Policy Team / (02) 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information                                                                               |

### Extension of the rates path protection for new councils

#### What's new or changing

- New councils formed in 2016 that have opted out of the rates path protection extension will cease to be included under the Ministerial Determination issued for Section 218CB of the *Local Government Act 1993*.
- New councils that have decided to extend the rates path protection will be included under provisions of the Ministerial Determination to 2021.
- New councils formed in 2016 will be eligible to apply for a Special Variation or Minimum Rate Variation, regardless of whether they have opted out of the rates path protection extension.

#### Key Points and What this will mean for your council

- New councils under the rates path protection extension will maintain rates paths until mid-2021.
- All new councils are eligible to apply for a special or minimum rate variation for the 2020-21 rating year.
- Any new council seeking to apply for a variation should contact IPART as soon as possible to discuss.

#### Where to go for further information

- The new Ministerial Determination issued for Section 218CB of the *Local Government Act 1993* is available at:  
[https://gazette.legislation.nsw.gov.au/so/download.w3p?id=Gazette\\_2019\\_2\\_019-122.pdf](https://gazette.legislation.nsw.gov.au/so/download.w3p?id=Gazette_2019_2_019-122.pdf)
- The Office of Local Government issued Special Variation and Minimum Rate Variation Guidelines outline the process for councils seeking to apply for a special or minimum rate variation for 2020-21. They are available at:  
[www.olg.nsw.gov.au/strengthening-local-government/supporting-and-advising-councils/directory-of-policy-advice/rating-and-special-variations](http://www.olg.nsw.gov.au/strengthening-local-government/supporting-and-advising-councils/directory-of-policy-advice/rating-and-special-variations).

**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 44 913 630 046

### 10.1.3 IMPORTANT DATES - UPCOMING MEETINGS AND EVENTS

**REPORTING SECTION:** Executive  
**AUTHOR:** Greg Ingham – General Manager  
**FILE NUMBER:** 18/260

---

**Summary:**

A list of upcoming meetings and events is provided for Councillors to make notes of to avoid any clashes of commitments.

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

This report allows Councillors and senior management staff to plan their activities and spread their work load having regard to upcoming commitments. It also avoids situations where some Councillors missed meetings or are not aware of when they have been scheduled. In addition, outside organisations have been requested to send meeting notice and minutes direct to Council's various representatives. Where notification is received meeting dates will be listed on the strategic tasks, events and meetings calendar and the representative(s) names flagged.

**Current Position:**

Councillors are requested to raise any queries prior to the meetings listed.

**Governance issues:**

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

**Environmental issues:**

Not applicable

**Stakeholders:**

Councillors and Walgett Shire Council staff

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

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

| Important Dates For Councillors - Upcoming Meetings & Events                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the list of upcoming meetings and events.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**IMPORTANT DATES - Upcoming Meetings and Events**

| DATE                | MEETING/FUNCTION | LOCATION           | NOTES                                            |
|---------------------|------------------|--------------------|--------------------------------------------------|
| 26 November<br>2019 | Council Meeting  | Burren<br>Junction | Councillors, GM and<br>Executive Staff to attend |

## 10.1.4 GENERAL MANAGER ACTIVITIES/MEETINGS – OCTOBER 2019

**REPORTING SECTION:** Executive  
**AUTHOR:** Greg Ingham – General Manager  
**FILE NUMBER:** 18/260

---

**Summary:**

The purpose of this report is to keep Council informed of the more pertinent General Manager activities for the previous month. This report covers activities and meetings attended by the General Manager.

- 26<sup>th</sup> September 19 – CMCC Meeting Warren
- 30<sup>th</sup> September 19 – FNW Joint Organisation Meeting
- 2<sup>nd</sup> October 19 – Walgett Depot Yard Meeting
- 3<sup>rd</sup> October 19 – Collarenebri Ridge Depot Yard Meeting and meeting with new Police Commissioner Andrew Hurst
- 10<sup>th</sup> October 19 – Lightning Ridge Depot Yard Meeting
- 14-16<sup>th</sup> October 19 – LGNSW Conference (see separate report)
- 23<sup>rd</sup> October 19 – WHS Meeting and LRMA Meeting
- 28<sup>th</sup> October 19 - WAMS

| General Manager Activities/Meetings for October 2019                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That that General Manager Activity report for October 2019 be received.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |



## 10.2 CHIEF FINANCIAL OFFICER

### 10.2.1 MONTHLY OUTSTANDING RATES REPORT AS AT 31<sup>st</sup> AUGUST 2019

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Kevin Dunshea – Rates Clerk  
**FILE NUMBER:** 12/183

---

#### **Summary:**

Council's debt recovery policy is aimed at having outstanding rates and annual charges debts recovered in a timely manner to support Council in its objectives by providing sufficient funding to enable the continued provision of services to the local government area. The aim of this process is achieve a recovery of rates and annual charges levied in any given financial year of greater than 90%.

In 2013 financial year the Consolidated Rates Arrears percentage was reported as 13.09%. This improved in 2014 to 9.33% and again in 2015 to 9.32%, however, in 2016 the unrecovered balance increased to 11.63%, a consequence of reduced debt recovery, due to vacancies in the rating area. The audited result of 10.37% for 2016/17 was a good outcome, with a big improvement again in 2017/18 with an audited result of 9.48%. The unaudited result for 18/19 is 9.12%, which is outstanding considering the prolonged drought conditions with many ratepayers choosing an alternative payment arrangement.

#### **Background:**

Council is obliged to report on a number of Key Performance Indicators (KPIs) as part of their statutory reporting regime. One of these KPIs is the Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage. The purpose of this KPI is "to assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts."

All NSW councils are categorised into Groups. Walgett Shire Council is classified as a Group 10 Council. Each KPI is benchmarked and the benchmarks vary between Council groups. Group 10 Council's should achieve a KPI of less than 10% for the Rates, Annual Charges, interest & Extra Charges Outstanding Percentage by the end of each financial year.

#### **Current Position:**

Collection of the current years levy and arrears as at 30<sup>th</sup> September 2019 is **38.39%** which is **0.27%** less than the previous year's collection of **38.66%**. Collections have increased in the first eight (8) days of September with a total of **38.95%** collected.

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

Outstanding Rates Report.

#### **Governance issues:**

Council is obliged to act in the community's best interest and to ensure adequate service provision is upheld through measures of sustaining, maintaining and improving long term financial sustainability. A key area is to show the ongoing effective management of outstanding rates and annual charges recovery by reducing the outstanding rates percentage to an acceptable benchmarked value each year.

#### **Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council community  
Walgett Shire Ratepayers  
Walgett Shire Council

**Financial Implications:**

The recovery of rates and charges is a key performance indicator that is analysed by external bodies such as Treasury Corp in conjunction with the Local Government Review Panel. Efforts to improve and lower the levels of outstanding rates and charges will strengthen Walgett Shire Council's long term financial position.

**Alternative Solutions/Options:**

There are no alternative solutions or options.

**Conclusion:**

The report recommends that Council note the outstanding rates and annual charges percentage and ongoing commitment to sustain, maintain and improve this key performance indicator.

Council revenue staff in conjunction with debt collection agencies, continue with the debt recovery program.

| Monthly Outstanding Rates Report                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>The outstanding rates report be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Monthly Report – Outstanding Rates Report

**Monthly Report - Outstanding Rates & Annual Charges as at 30 September 2019****Report on Rates and Annual Charges - 30 September 2019**

|                                                         | 8 October 2019        | 30 September 2019     | 30 September 2018     |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| Arrears from previous year                              | 905,134.18            | 905,134.18            | 832,246.36            |
| Adjustment                                              |                       |                       |                       |
| Sub Total                                               | 905,134.18            | 905,134.18            | 832,246.36            |
| <b>Current Year Activity</b>                            |                       |                       |                       |
| Legal fees (Including write off's)                      | 12,079.20             | 9,201.00              | 24,376.00             |
| Adjusted Levy                                           | 9,650,051.73          | 965,005.73            | 936,204.31            |
| Interest (Including write off's)                        | 14,293.37             | 13,746.81             | 13,410.14             |
| Adjustments (Including Write Off's)                     | 1,193.81              | 1,193.81              | (666.50)              |
| Sub Total                                               | 9,677,618.11          | 9,674,193.35          | 9,399,165.95          |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>10,582,752.29</b>  | <b>10,579,327.53</b>  | <b>10,231,412.31</b>  |
| Payments                                                | (3,933,398.51)        | (3,873,167.70)        | (3,759,732.96)        |
| Pensioner Concessions - Govt                            | (93,282.29)           | (93,282.29)           | (97,432.46)           |
| Pensioner Concessions - Council                         | (76,325.84)           | (76,325.84)           | (79,721.98)           |
| Discount                                                | 0.00                  | 0.00                  | 0.00                  |
| Special Rebate Council                                  | (18,806.00)           | (18,806.00)           | (18,357.50)           |
| Sub Total                                               | (4,121,812.64)        | (4,061,581.83)        | (3,955,244.90)        |
| <b>Total Remaining Levy</b>                             | <b>\$6,460,939.65</b> | <b>\$6,517,745.70</b> | <b>\$6,276,167.41</b> |
| Current                                                 | 5,597,113.95          | 5,638,976.45          | 5,462,890.86          |
| Arrears                                                 | 595,137.96            | 607,199.64            | 527,823.30            |
| Interest b/f from previous years                        | 90,316.08             | 95,644.06             | 87,159.43             |
| Current year interest                                   | 13,834.60             | 13,576.89             | 12,292.11             |
| Legals                                                  | 164,537.06            | 162,348.66            | 186,001.71            |
| <b>Total Remaining Levy</b>                             | <b>\$6,460,939.65</b> | <b>\$6,517,745.70</b> | <b>\$6,276,167.41</b> |
| <b>Variance</b>                                         | <b>\$0.00</b>         | <b>-\$0.00</b>        | <b>\$0.00</b>         |
| <b>Total YTD Collected</b>                              |                       |                       |                       |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 38.95%                | 38.39%                | 38.66%                |
| Collected YTD % of Levy                                 | 40.64%                | 40.04%                | 40.00%                |



## 11.2.2 CASH AND INVESTMENT REPORT AS AT 30<sup>th</sup> SEPTEMBER 2019

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Shirley Burraston – Management Accountant  
**FILE NUMBER:** 09/1460

### Summary:

This report provides a summary and analysis of Council's cash and investments for the period ending 30<sup>th</sup> September 2019.

### Background:

The investment portfolio consists of on-call bank accounts, fixed rate interest bearing deposits and variable or floating rate interest bearing deposits. The portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Council's investment portfolio is not subject to share market volatility.

Comparisons are regularly made between existing investments with available products that are not part of Council's portfolio, but that meet Council's policy guidelines.

All investments at 30<sup>th</sup> September 2019 are compliant with the Relevant Reference Documents and Policies listed later in this report.

### Current Position:

Council at 30<sup>th</sup> September 2019 held a total of \$31,347,544.27 in on-call and interest bearing deposits with financial institutions within Australia. All investments were held with approved deposit taking institutions with a short term rating A-2(A2)/BBB or higher. Council does not have any exposure to unrated institutions.

### Maturity Compliance as at 30/09/2019

| Compliant | Term         | Invested      | Invested (%) | Min Limit (%) | Max Limit (%) | Available     | Investments |
|-----------|--------------|---------------|--------------|---------------|---------------|---------------|-------------|
| ✓         | 0 - 365 days | 17,847,544.17 | 56.93        | 40.00         | 100.00        | 13,500,000.10 | 26          |
| ✓         | 1 - 3 years  | 10,500,000.00 | 33.49        | 0.00          | 60.00         | 8,308,526.56  | 13          |
| ✓         | 3 - 5 years  | 3,000,000.10  | 9.57         | 0.00          | 40.00         | 9,539,817.61  | 3           |
| ✓         | 5 - 10 years | -             | 0.00         | 0.00          | 10.00         | 3,134,754.43  | 0           |
| ✓         | +10 years    | -             | 0.00         | 0.00          | 0.00          | -             | 0           |
| TOTALS    |              |               |              |               |               |               |             |

### Relevant Reference Documents/Policies:

Local Government Act (NSW), 1993  
 Local Government (General) Regulation 2005  
 Ministerial Investment Order 5<sup>th</sup> January 2016  
 Investment Policy (Revised and adopted in May 2019)

### Governance issues:

Nil

| Attachment One<br>Cash and Investments Holdings as at 30th September 2019 |                                         |                             |                       |                    |                                  |                                                |
|---------------------------------------------------------------------------|-----------------------------------------|-----------------------------|-----------------------|--------------------|----------------------------------|------------------------------------------------|
| Investment                                                                | Investment<br>Final<br>Maturity<br>Date | Current<br>Interest<br>Rate | Interest<br>Frequency | Coupon<br>Maturity | Amount<br>Invested<br>Value (\$) | Accrued<br>Interest to<br>End of<br>Month (\$) |
| <u>On-Call Accounts</u>                                                   |                                         |                             |                       |                    |                                  |                                                |
| Commonwealth Bank                                                         | On Call                                 | 0.80%                       | Monthly               | EOM                | 826,751                          | Pd Monthly                                     |
| Commonwealth Bank                                                         | On Call                                 | 1.20%                       | Monthly               | EOM                | 504,815                          | Pd Monthly                                     |
| Bankwest                                                                  | On Call                                 | 1.25%                       | Monthly               | EOM                | 1,015,978                        | Pd Monthly                                     |
| <b>Total On-Call Accounts</b>                                             |                                         |                             |                       |                    | <b>2,347,544</b>                 |                                                |
| <u>Term Deposits</u>                                                      |                                         |                             |                       |                    |                                  |                                                |
| ING                                                                       | 14/09/2021                              | 3.12%                       | Maturity              | 16/09/2020         | 500,000                          | \$555.62                                       |
| Bank of Queensland                                                        | 20/03/2020                              | 3.30%                       | Maturity              | 16/11/2019         | 1,000,000                        | \$28,750.68                                    |
| ME Bank                                                                   | 11/05/2022                              | 3.47%                       | Maturity              | 10/05/2020         | 1,000,000                        | \$13,594.80                                    |
| Bank of Queensland                                                        | 20/10/2020                              | 3.15%                       | Maturity              | 11/10/2019         | 1,000,000                        | \$30,550.68                                    |
| Bank of Queensland                                                        | 7/07/2021                               | 3.15%                       | Maturity              | 2/07/2020          | 1,000,000                        | \$7,767.12                                     |
| Bank of Queensland                                                        | 6/07/2022                               | 3.50%                       | Maturity              | 2/07/2020          | 1,000,000                        | \$8,630.14                                     |
| AMP                                                                       | 7/08/2024                               | 2.00%                       | Maturity              | 7/08/2020          | 1,000,000                        | \$2,958.90                                     |
| AMP                                                                       | 26/02/2020                              | 2.00%                       | Maturity              | 26/02/2020         | 1,000,000                        | \$1,863.01                                     |
| National Australia Bank                                                   | 22/11/2021                              | 3.00%                       | Maturity              | 21/11/2019         | 1,000,000                        | \$25,726.03                                    |
| Newcastle Permanent Building Society                                      | 16/02/2022                              | 3.05%                       | Maturity              | 11/02/2020         | 1,000,000                        | \$19,302.74                                    |
| AMP                                                                       | 1/02/2024                               | 3.15%                       | Maturity              | 1/02/2020          | 1,000,000                        | \$20,798.63                                    |
| Westpac                                                                   | 19/02/2020                              | 1.70%                       | Maturity              | 19/02/2020         | 1,000,000                        | \$1,210.96                                     |
| AMP                                                                       | 11/03/2020                              | 1.90%                       | Maturity              | 11/03/2020         | 1,000,000                        | \$884.93                                       |
| Bank of Queensland                                                        | 12/06/2024                              | 2.55%                       | Maturity              | 12/06/2020         | 1,000,000                        | \$7,684.93                                     |
| Newcastle Permanent Building Society                                      | 13/04/2022                              | 2.70%                       | Maturity              | 10/10/2019         | 1,000,000                        | \$6,065.75                                     |
| AMP                                                                       | 13/11/2019                              | 2.70%                       | Maturity              | 13/11/2019         | 1,000,000                        | \$12,279.45                                    |
| Westpac                                                                   | 11/12/2019                              | 1.95%                       | Maturity              | 11/12/2019         | 1,000,000                        | \$2,510.96                                     |
| Westpac                                                                   | 16/10/2019                              | 2.20%                       | Maturity              | 16/10/2019         | 1,000,000                        | \$5,726.03                                     |
| Westpac                                                                   | 18/12/2019                              | 2.25%                       | Maturity              | 18/12/2019         | 1,000,000                        | \$5,856.17                                     |
| Westpac                                                                   | 9/10/2019                               | 2.20%                       | Maturity              | 9/10/2019          | 1,000,000                        | \$5,364.38                                     |
| Westpac                                                                   | 6/11/2019                               | 2.20%                       | Maturity              | 6/11/2019          | 1,000,000                        | \$5,364.38                                     |
| BankVic                                                                   | 15/01/2020                              | 2.10%                       | Maturity              | 15/01/2020         | 1,000,000                        | \$5,120.55                                     |
| Westpac                                                                   | 4/12/2019                               | 2.10%                       | Maturity              | 4/12/2019          | 1,000,000                        | \$3,394.52                                     |
| Westpac                                                                   | 8/01/2020                               | 1.82%                       | Maturity              | 8/01/2020          | 1,000,000                        | \$1,994.52                                     |
| <b>Total Term Deposits</b>                                                |                                         |                             |                       |                    | <b>21,500,000</b>                | <b>223,956</b>                                 |
| <u>Variable Rate Deposits</u>                                             |                                         |                             |                       |                    |                                  |                                                |
| IMB                                                                       | 29/07/2020                              | 1.84%                       | Quarterly             | 24/10/2019         | 500,000                          | \$1,688.77                                     |
| IMB                                                                       | 18/02/2021                              | 2.43%                       | Quarterly             | 12/11/2019         | 500,000                          | \$1,564.52                                     |
| Commonwealth Bank                                                         | 20/04/2021                              | 2.92%                       | Quarterly             | 22/10/2019         | 500,000                          | \$2,756.41                                     |
| Commonwealth Bank                                                         | 23/08/2021                              | 2.06%                       | Quarterly             | 24/11/2019         | 500,000                          | \$1,046.24                                     |
| Commonwealth Bank                                                         | 31/08/2021                              | 2.01%                       | Quarterly             | 28/11/2019         | 500,000                          | \$908.63                                       |
| National Australia Bank                                                   | 4/11/2019                               | 1.88%                       | Quarterly             | 4/11/2019          | 1,000,000                        | \$2,830.76                                     |
| Westpac                                                                   | 16/11/2021                              | 2.83%                       | Quarterly             | 16/11/2019         | 1,000,000                        | \$3,560.28                                     |
| Newcastle Permanent Building Society                                      | 2/09/2020                               | 1.97%                       | Quarterly             | 2/12/2019          | 1,000,000                        | \$1,675.53                                     |
| <b>Total Floating Rate Deposits</b>                                       |                                         |                             |                       |                    | <b>5,500,000</b>                 | <b>\$16,031.13</b>                             |
| <b>Total Cash and Investments</b>                                         |                                         |                             |                       |                    | <b>31,347,544</b>                | <b>\$239,987.03</b>                            |

**Environmental issues:**  
Nil

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council  
Financial Institutions

**Conclusion:**

As at 30<sup>th</sup> September 2019 Walgett Shire Council's total available cash and invested funds totalled \$31,347,544.27. The decrease in the portfolio can be attributed largely to the payment of high value creditors and contractors for work performed on council projects.

**General Fund Bank Account Reconciliation as at 30<sup>th</sup> September 2019**

| <b>Walgett Shire Working Account</b> |              |
|--------------------------------------|--------------|
| <b>Bank account Closing Balance</b>  | 826,750.92   |
| <b>Less Un-presented Withdrawals</b> | 2,371.39     |
| <b>Plus Un-presented Deposits</b>    | (298,207.50) |
|                                      | 530,914.81   |
| <b>General Ledger Balance (2018)</b> | 1,372,460.29 |
| <b>(2019)</b>                        | (841,545.48) |
|                                      | 530,914.81   |

**Certification – Responsible Accounting Officer**

1. I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2005*, the *Investment Order (of the Minister) 5<sup>th</sup> January 2016* and Council's Investments Policy.
2. I hereby certify that Council's cash book and ledger have been reconciled to the bank statement as at 30<sup>th</sup> September 2019.

Michael J Urquhart

**Chief Financial Officer – Responsible Accounting Officer**

**Cash and Investment Report as at 30<sup>th</sup> September 2019****Recommendation:**

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer in the following areas; Property Matters, Finance & Administration and Community Services be received and noted.

**Moved:**

**Seconded:**

**Attachments:**

Nil

### 11.2.3 SECTION 356 COMMUNITY ASSISTANCE PROGRAM 2019/20

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 00/00/00

---

**Summary:**

This report aims to assist Council is assessing the application for financial assistance through the Community Assistance Scheme 2019/2020.

**Background:**

Applications were invited from community organisations for financial assistance under the Community Assistance Scheme. The scheme was advertised Shire wide, with applications closing 31<sup>st</sup> July 2019.

Applications must be non-profit organisations and based in, or affiliated with, Walgett Shire. The maximum amount per project is \$3,000 and is limited to one donation per organisation per year. The Council reserves the right to part fund applications.

The Community Assistance Scheme objectives are to;

- Support charities and community projects, events and activities which occur within the Walgett Shire area, and are a benefit to the community;
- Foster or support new services, initiatives and resources within the Shire;
- Improve awareness and use of community services and resources within the Shire;
- Encourage increased participation in local community events within the Shire.

At its meeting on 27 August 2019, Council recommended seven (7) organisations receive financial assistance totalling \$10,965.00.

Walgett Little Athletics Incorporated, submitted an application for financial assistance under Round 1 of the 2019/2020 Community Assistance Scheme. Council received the application prior to the closing date, (31 July 2019), however, the application was misplaced and therefore not included in the initial report to Council in August 2019.

**Current Position:**

An amount of \$20,000 has been provided for in the 2019/2020 budget, to fund eligible applications for donations under Section 356 of the Local Government Act 1993.

Council has committed a total of \$10,965.00 under the first round of applications, leaving a balance of \$9,035.00, for the second round of the 2019/2020 Community Assistance Scheme applications and other miscellaneous donations.

**Relevant Reference Documents/Policies:**

WSC Procedures – AFM – Requests for Assistance  
Section 356 Local Government Act 1993  
Local Government (General) Regulation 2005

**Governance issues:**

Council is able to grant financial assistance to community organisations in accordance with Section 356 of the Local Government Act 1993.

**Environmental issues:**

There are no environmental issues identified in relation to this matter

**Stakeholders:**

Walgett Shire Council.  
Walgett Shire Community  
Community organisation applicants

**Financial Implications:**

That Council resolve to approve or disapprove applications on a different basis to that recommended.

**Conclusion:**

The report recommends funding be provided to the Walgett Little Athletics Incorporated as per the recommended amount in the table below.

| Community Assistance Scheme |                                                                              |                   |                     |                       |
|-----------------------------|------------------------------------------------------------------------------|-------------------|---------------------|-----------------------|
| Recommendation:             |                                                                              |                   |                     |                       |
| Organisation                | Project                                                                      | Financial Ranking | Original Request \$ | Recommended Amount \$ |
| Walgett Little Athletics    | 2 x Members to complete accreditation for Cert IV in Sport Coaching in Dubbo | 30                | \$2,100             | \$2,100               |
| Moved:<br>Seconded:         |                                                                              |                   |                     |                       |

**Attachments:**

Nil

## 11.2.4 ALLOCATION OF DONATION FOR DROUGHT RELIEF

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 15/145

---

### **Summary:**

This report provides Council with information to make a decision in assisting the NSW Police with a drought relief community event to be held at the Burren Junction sportsground, and the allocation of a drought relief donation from the Probus Club of Lennox Head coordinator, Mr Kevin Nicol.

### **Background/Current Position**

Mr Nicol advised drought relief donations raised had been donated to residents of Drake who had lost their homes in the recent bushfire, with the remaining funds totalling \$200 being forwarded to Walgett Shire Council to assist the local community with drought relief.

The NSW Police Force (Burren Junction Station) are coordinating a community engagement event for drought relief at the Burren Junction sportsground, and have requested Council donate the cost of the temporary licence and electricity charges totalling \$181.00.

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

Community Assistance Scheme.

### **Governance issues:**

Council is able to grant financial assistance to community organisations in accordance with Section 356 of the Local Government Act 1993.

### **Environmental issues:**

No environmental issues have been identified in relation to this matter.

### **Stakeholders:**

Walgett Shire Council  
NSW Police Force  
Walgett Shire Community

### **Financial Implications:**

Council has received a \$200 donation from the Probus Club of Lennox Head to fund community drought relief.

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

Council resolve not to approve the donation.

### **Conclusion:**

The Chief Financial Officer recommends Council use the donation from the Probus Club of Lennox Head to pay the Sportsground fee and the balance of funds be given to NSW Police Force organising committee to assist with the community event.

|                                                  |
|--------------------------------------------------|
| <b>Allocation of Donation for Drought Relief</b> |
|--------------------------------------------------|

**Recommendation:**

That Council allocate the Probus Club of Lennox Head Inc donation as follows;

Making payment of the Burren Junction Sportsground fee of \$181.00 and the balance of funds totalling \$19 be donated to the NSW Police (Burren Junction) Coordinating Committee.

**Moved:**

**Seconded:**

**Attachments:**

Nil

## 11.2.5 CODE OF MEETING PRACTICE POLICY - REVIEW

|                          |                                                   |
|--------------------------|---------------------------------------------------|
| <b>REPORTING SECTION</b> | <b>Corporate Services</b>                         |
| <b>AUTHOR:</b>           | <b>Michael Urquhart – Chief Financial Officer</b> |
| <b>FILE NUMBER:</b>      | <b>12/14-03</b>                                   |

---

### **Summary:**

The report is submitted to Council for consideration of a number of amendments to non-mandatory provisions, including Section 5.19 (Webcasting of Meetings) of the adopted “Model Code of Meeting Practice”.

### **Background:**

Council at its March 2019 meeting formally adopted the Model Code of Meeting Practice, however there were a number of amendments necessary to reflect Walgett Shire Council’s specific meeting requirements.

### **Current Position:**

The amended Model Code of Meeting Practice has been changed and the major changes are highlighted in purple. The major change in the code reflect Council’s requirements to Clause 5.19 “Webcasting of Meetings” as this must be adopted prior to the December 19 Council meeting.

### **Governance issues:**

Council must adopt the Model Code of Meeting Practice in accordance with Section 360 of the Local Government Act 1993.

### **Environmental issues:**

NIL

### **Stakeholders:**

Walgett Shire Council  
Walgett Shire Council Staff  
NSW Office of Local Government  
Members of the public

### **Financial Implications:**

NIL

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

NIL

### **Conclusion:**

The revised Model Code of Meeting Practice reflects a number of cosmetic changes that are specific to Walgett Shire Council meeting requirements and a number of changes to non-mandatory provisions.



|                                                 |
|-------------------------------------------------|
| <b>Code of Meeting Practice Policy - Review</b> |
|-------------------------------------------------|

**Recommendation:**

That Council adopt the revised Model Code of Meeting Practice for Local Councils in NSW

**Moved:**

**Seconded:**

**Attachments:**

Amended Model Code of Meeting Practice Policy. Refer to attachment document.

## 11.2.6 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM CHIEF FINANCIAL OFFICER

REPORTING SECTION: Corporate Services  
AUTHOR: Michael Urquhart – Chief Financial Officer  
FILE NUMBER: 12/14-03

---

### 1. Property Matters

- Investigation underway for commencement of a shire wide ratepayer satisfaction survey.
- CFO has held preliminary discussions with a local artist for painting of the **Walgett Water Towers**. Artist is developing options for consideration.
- Investigation underway for painting of the **Burren Junction** grain silo's. Permission to be sought from owners.
- Solar firms made presentation to staff and proposals for Council are being developed.
- Council has been successful in obtaining a grant through the Murray Darling Basin Authority for the refurbishment of the **Collarenebri Showground facilities including the Grandstand, Dining Room, Toilet Facility and Jockey's Room**. Final plans and budgets have been lodged with the Department of Agriculture.
- **Collarenebri Sportsground Amenities shed**. The shed proposal has been completed with the lining and fitout scheduled for coming months.
- **Collarenebri Golf Club**. A purchase order has been issued for a small shed with a large verandah, being replacement of the Golf Club destroyed by fire in 2018. The new shed will be completed by the 26<sup>th</sup> October 2019.
- **Lightning Ridge Multi-purpose Centre**, purchase order has been issued for the following plans, Geotechnical, Civil, Structural, Electrical, Mechanical, Hydraulic and Architectural. Property has been surveyed and Barnsons have developed the draft concept plans, and a community meeting will be had in the coming weeks to seek feedback on the proposal.
- **Walgett PCYC** A further report will be tabled when more information is available.
- The consultant has provided Council with a report on the condition of the **Lightning Ridge bore bath** and the amenities building which has been reported to Council.
- Refurbishment of the bathroom facilities at the **Walgett Administration Centre** is underway with the breeze way works now complete. In order to reduce disruption the works are being staged over the coming months.
- Work has commenced on the painting of the **Walgett Swimming Pool** amenities.
- Tourism signage at **Burren Junction**. Plans are underway to renew the big green Welcome to Burren Junction sign at Burren Junction along with a number of smaller signs at the bore bath. Quotations being sought.

- A new **Burren Junction Bore Bath toilet facility** is being investigated with drawings underway and discussions regarding the best treatment system continue.

**Colless grandstand.** Following on from the CFO's December report, a "request for Tender" is being developed and will be issued shortly. The proposed grant funds have been reallocated to the Walgett Showground amenities project, and Council at its March 19 meeting resolved to fund the refurbishment from accumulated working capital. RFT ready for distribution

|                                                                                               |
|-----------------------------------------------------------------------------------------------|
| <b>Matters Generally for Brief Mention or Information Only – From Chief Financial Officer</b> |
|-----------------------------------------------------------------------------------------------|

**Recommendation:**

That the Matters Generally for Brief Mention or Information Only from the Chief Financial Officer in the following areas; Property Matters, Finance & Administration and Community Services be received and noted.

**Moved:**

**Seconded:**

## 11.3 ENGINEERING / TECHNICAL SERVICES

### 11.3.1 MONTHLY MAINTENANCE GRADING REPORT

**REPORTING SECTION:** Engineering Services  
**AUTHOR:** Raju Ranjit Director Engineering/Technical Services  
**FILE NUMBER:** 00/00/00

---

**Summary:**

The purpose of this report is to update Council about the road maintenance programme on Shire Roads for the period ending 30<sup>th</sup> September 2019.

**Background:**

The maintenance budget has been prepared based on the available funding to maintain the unsealed Local and Regional Roads to provide acceptable level of service. The budget will be used to maintain the road as per demand and Road best practice manual.

**Current Position:**

Council is continuing to check the moisture situation on local roads and carrying out maintenance grading works on an ongoing basis. Details of maintenance grading locations are detailed in the attached report.

**Relevant Reference Documents/Policies:**

Council's approved 2019/2020 Shire Roads Maintenance Grading Works schedule

**Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Tourists

**Financial Implications:**

As of 30<sup>th</sup> September 2019, \$ 303,140.76 has been spent.

**Conclusion:**

Council has established a system to monitor progress continually to keep within the approved budget.

| Monthly Maintenance Grading Report from Director Technical / Engineering Services                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the monthly maintenance grading works report for October 2019.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Maintenance works progress summary.

| Road Name                    | Total Length of Road | Budget Required for Entire Road | Road Category | Status In September 2019 |
|------------------------------|----------------------|---------------------------------|---------------|--------------------------|
| <b>Zone 1</b>                |                      |                                 |               |                          |
| Bowra Road SR34              | 3.95                 | \$ 4,278.00                     | F             |                          |
| Wanourie Road SR38           | 6.5                  | \$ 4,278.00                     | E             |                          |
| Green and Branders Road SR41 | 11.3                 | \$ 7,006.00                     | F             | Completed                |
| Regans Road SR58             | 3.2                  | \$ 4,278.00                     | F             |                          |
| Marra Creek Road SR60        | 17.5                 | \$ 10,850.00                    | E             |                          |
| Lochlomond Road SR74         | 8.4                  | \$ 5,208.00                     | E             |                          |
| Maroubra Road SR76           | 8.3                  | \$ 5,146.00                     | E             |                          |
| Nedgara Road SR77            | 10.7                 | \$ 6,634.00                     | F             |                          |
| Mac Masman Road SR81         | 8                    | \$ 4,960.00                     | E             |                          |
| Binghi Road SR113            | 20.1                 | \$ 12,462.00                    | E             |                          |
| Aberfoyle Road SR115         | 26.2                 | \$ 16,244.00                    | D             | Completed                |
| Gungalman Road SR31          | 43.7                 | \$ 27,094.00                    | D             | Completed                |
| Gilwarny Road SR32           | 7.9                  | \$ 4,898.00                     | F             | Completed                |
| Teranyan Road SR33           | 13.7                 | \$ 8,494.00                     | D             |                          |
| Bogewong Road SR114          | 48.7                 | \$ 30,194.00                    | D             |                          |
| Billybingbone Road RR7516    | 18.67                | \$ 11,532.00                    | C             | completed                |
| Ginghet Road SR40            | 47.6                 | \$ 29,512.00                    | D             |                          |
| Bushs Road SR43              | 8.7                  | \$ 5,394.00                     | D             |                          |
| Miralwyn Road SR73           | 17.9                 | \$ 11,098.00                    | D             |                          |
| Brewon Road SR112            | 54.7                 | \$ 33,914.00                    | C             |                          |
| Merri Merri Road RR202       | 6.57                 | \$ 7,166.00                     | C             |                          |
| <b>Subtotal Zone 1</b>       | <b>392.29</b>        | <b>\$ 250,640.00</b>            |               |                          |

| Road Name                | Total Length of Road | Budget Required for Entire Road | Road Category | Status in September 2019 |
|--------------------------|----------------------|---------------------------------|---------------|--------------------------|
| <b>Zone 2</b>            |                      |                                 |               |                          |
| Boorooma Creek Road SR48 | 19.1                 | \$ 11,842.00                    | E             |                          |
| Wimbledon Road SR64      | 3.4                  | \$ 4,278.00                     | E             |                          |
| Tungra Road SR85         | 12.7                 | \$ 7,874.00                     | F             |                          |
| Strathmore Road SR92     | 16.42                | \$ 11,904.00                    | E             |                          |
| Narran Lake Road SR111   | 61                   | \$ 37,820.00                    | D             |                          |
| Lone Pine Road SR70      | 9.6                  | \$ 5,952.00                     | D             |                          |
| Kurrajong Road SR110     | 27.8                 | \$ 17,236.00                    | D             |                          |
| Wilby Wilby Road SR101   | 28.7                 | \$ 17,794.00                    | D             |                          |
| Cumborah Town Roads      |                      |                                 | E             |                          |
| <b>Subtotal Zone 2</b>   | <b>178.72</b>        | <b>\$ 114,700.00</b>            |               |                          |

| Road Name               | Total Length of Road | Budget Required for Entire Road | Road Category | Status in September 2019 |
|-------------------------|----------------------|---------------------------------|---------------|--------------------------|
| <b>Zone 3</b>           |                      |                                 |               |                          |
| Springs Road SR19       | 2.7                  | \$ 4,278.00                     | E             |                          |
| Bonanza Road SR46       | 16.9                 | \$ 10,478.00                    | E             | Completed                |
| Schmalkuche Road SR47   | 14.4                 | \$ 8,928.00                     | E             |                          |
| Millencowbah Road SR51  | 27.7                 | \$ 17,174.00                    | E             | Completed                |
| Willis Road SR52        | 14.5                 | \$ 8,990.00                     | F             |                          |
| Koomalah Road SR53      | 28.4                 | \$ 17,608.00                    | E             |                          |
| Burrnbaa Road SR55      | 18.1                 | \$ 11,222.00                    | E             |                          |
| Cambo Road SR61         | 21.1                 | \$ 13,082.00                    | E             |                          |
| Woolaroo Road SR69      | 1                    | \$ 4,278.00                     | E             |                          |
| Kia-Ora Road SR86       | 6.8                  | \$ 4,278.00                     | F             |                          |
| Fabians Road SR88       | 24.8                 | \$ 15,376.00                    | E             |                          |
| Three Mile Road SR91    | 0.2                  | \$ 4,278.00                     | E             |                          |
| Banarway Road SR95      | 1.2                  | \$ 4,278.00                     | D             |                          |
| Purtle Road SR126       | 26.8                 | \$ 16,616.00                    | E             |                          |
| Boora Road SR127        | 63.8                 | \$ 39,556.00                    | D             |                          |
| Bore Head Road SR45     | 5.1                  | \$ 4,278.00                     | D             |                          |
| Lorne Road SR98         | 6.9                  | \$ 4,278.00                     | D             |                          |
| Angledool Road SR102    | 49.3                 | \$ 30,566.00                    | C             |                          |
| Ridge/Sherman Way RR426 | 70.1                 | \$ 68,275.00                    | C             |                          |
| Gundabloui Road RR457   | 40.9                 | \$ 32,798.00                    | C             |                          |
| <b>Subtotal Zone 3</b>  | <b>440.7</b>         | <b>\$ 320,615.00</b>            |               |                          |

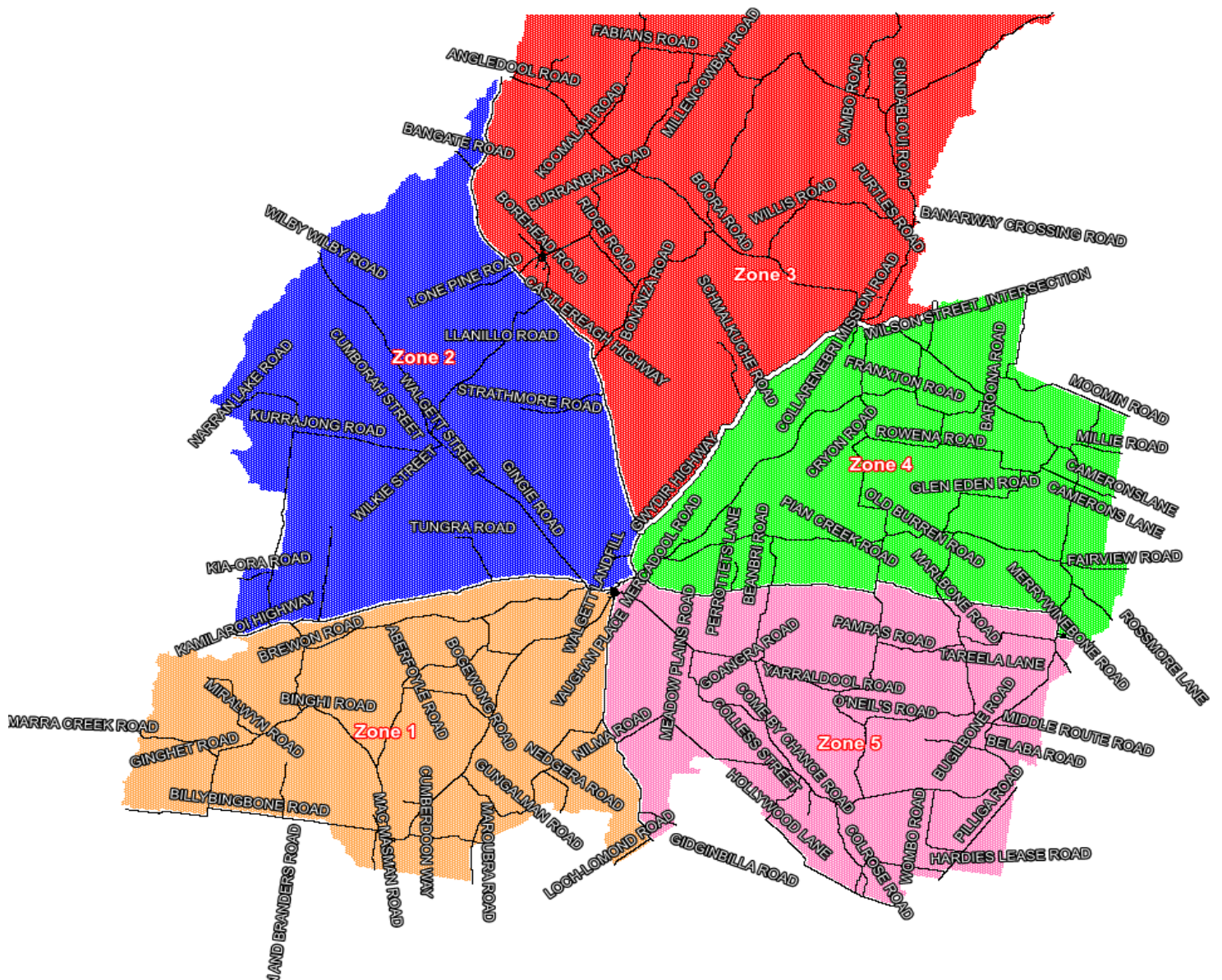
| Road Name             | Total Length of Road | Budget Required for Entire Road | Road Category | Status in September 2019 |
|-----------------------|----------------------|---------------------------------|---------------|--------------------------|
| <b>Zone 4</b>         |                      |                                 |               |                          |
| Franxton Road SR1     | 19                   | \$ 11,780.00                    | E             |                          |
| Bellara Road SR2      | 21.4                 | \$ 13,268.00                    | D             |                          |
| Clarkes Road SR3      | 6                    | \$ 4,278.00                     | E             |                          |
| Cryon Road SR5        | 56.75                | \$ 35,185.00                    | C             |                          |
| Woodvale Road SR13    | 8.96                 | \$ 8,556.00                     | E             |                          |
| Baroona Road SR14     | 11.1                 | \$ 6,882.00                     | E             |                          |
| Pokataroo Road SR15   | 8.1                  | \$ 5,022.00                     | E             |                          |
| Perrottets Road SR66  | 5.9                  | \$ 3,658.00                     | F             |                          |
| Pagan Creek Road SR79 | 1.3                  | \$ 4,278.00                     | F             |                          |
| Fairview Road SR90    | 12.6                 | \$ 7,812.00                     | F             |                          |
| Dundee Road SR124     | 13.9                 | \$ 8,618.00                     | F             |                          |
| Glen Eden Road SR125  | 24.6                 | \$ 15,252.00                    | E             |                          |
| Millie Road SR12      | 9.1                  | \$ 5,642.00                     | C             |                          |
| Rossmore Road SR71    | 10.7                 | \$ 6,634.00                     | C             |                          |
| Rowena Road SR123     | 34.5                 | \$ 21,390.00                    | E             |                          |



| Road Name                      | Total Length of Road | Budget Required for Entire Road | Road Category | Status in September 2019 |
|--------------------------------|----------------------|---------------------------------|---------------|--------------------------|
| Camerons Road SR128            | 15.2                 | \$ 9,424.00                     | D             |                          |
| Mercadool Road SR16            | 57.7                 | \$ 35,774.00                    | C             | In progress              |
| Moomin Road SR59               | 31                   | \$ 19,220.00                    | D             |                          |
| Beanbri Road SR117             | 4.9                  | \$ 4,278.00                     | C             |                          |
| Pian Creek Road SR121          | 41.7                 | \$ 25,854.00                    | C             |                          |
| Old Burren Road SR122          | 33.9                 | \$ 21,018.00                    | D             |                          |
| Collarenebri Mission Road SR67 | 4.6                  | \$ 4,278.00                     | C             |                          |
| Rowena Town Roads              |                      | \$ 4,278.00                     | D             |                          |
| <b>Subtotal Zone 4</b>         | <b>432.91</b>        | <b>\$ 282,379.00</b>            |               |                          |

| Road Name                  | Total Length of Road | Budget Required for Entire Road | Road Category | Status in September 2019 |
|----------------------------|----------------------|---------------------------------|---------------|--------------------------|
| <b>Zone 5</b>              |                      |                                 |               |                          |
| Pampas Road SR7            | 16.3                 | \$ 10,106.00                    | E             | Completed                |
| Wombo Road SR25            | 17.7                 | \$ 10,974.00                    | E             |                          |
| Hardys Lease Road SR26     | 16                   | \$ 9,920.00                     | E             |                          |
| Colrose Road SR27          | 20.6                 | \$ 12,772.00                    | E             |                          |
| Wingadee Road SR28         | 11.8                 | \$ 7,316.00                     | E             |                          |
| Epping Road SR57           | 15.4                 | \$ 9,548.00                     | E             |                          |
| Middle Route Road SR72     | 9.6                  | \$ 5,952.00                     | E             | Completed                |
| Gidginbilla Road SR75      | 7.4                  | \$ 4,588.00                     | E             |                          |
| Proctors Road SR82         | 4.4                  | \$ 4,278.00                     | F             |                          |
| Drilldool Road SR83        | 5.1                  | \$ 4,278.00                     | F             | completed                |
| Belaba Road SR89           | 11.2                 | \$ 6,944.00                     | F             |                          |
| Hollywood Lane SR119       | 29.9                 | \$ 18,538.00                    | E             |                          |
| O'Niels Road SR131         | 31.1                 | \$ 19,282.00                    | D             |                          |
| Tareela Road SR17          | 19.4                 | \$ 12,028.00                    | D             | Completed                |
| Meadow Plains Road SR21    | 23.9                 | \$ 14,818.00                    | D             |                          |
| Marlbone Road SR24         | 28.4                 | \$ 17,608.00                    | D             | completed                |
| Nilma Road SR30            | 37.8                 | \$ 23,436.00                    | D             |                          |
| Bugilbone Road SR103       | 28.7                 | \$ 32,725.00                    | C             |                          |
| Goangra Road SR116         | 16.4                 | \$ 10,168.00                    | D             |                          |
| Yarraldool Road SR118      | 41.3                 | \$ 25,606.00                    | C             |                          |
| Haynes Hut SR68            | 4.5                  |                                 | E             |                          |
| Come By Chance Road RR7716 | 60.9                 | \$ 65,450.00                    | C             | completed                |
| <b>Subtotal Zone 5</b>     | <b>457.8</b>         | <b>326335</b>                   |               |                          |
| <b>Total</b>               | <b>1,902.42</b>      | <b>1,294,669.00</b>             |               |                          |

| Road Category | No. of Grades/Year |
|---------------|--------------------|
| C             | 4                  |
| D             | 2                  |
| E             | 1                  |
| F             | Occasional         |



### 11.3.2 MONTHLY WORKS PROGRESS REPORT

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Raju Ranjit – Director Engineering / Technical Services  
**FILE NUMBER:** 11/211

---

**Summary:**

The purpose of this report is to update Council with regards Engineering Services works progress up to 30<sup>th</sup> September 2019.

**Background:**

A budget of \$ 29,533,155 has been allocated to the Engineering and Technical Service Department for capital & maintenance works, Quarry management, fleet management, water works, parks & garden and engineering administration for 2019/2020.

The breakdown of the budget is as follows.

**Breakdown of budgets:**

| Items                               | Budget (\$) | Expenditure up to 30 <sup>th</sup> September 2019 (\$) | Percentage (%) |
|-------------------------------------|-------------|--------------------------------------------------------|----------------|
| Transportation including RMCC works | 22.7m       | 7.9m                                                   | 35             |
| Water works (maintenance)           | 3.2m        | 590k                                                   | 18             |
| Water works (Capital)               | 2.1m        | 530k                                                   | 24             |
| Sewer works (maintenance works)     | 830k        | 255k                                                   | 31             |
| Sewer works (Capital works)         | 509k        | 5k                                                     | 1              |
| TOTAL                               | 29.5m       | 9.3m                                                   | 26             |

**Current Position:**

The status of work progress is as follows;

| Items                                      | Status                           | Remarks                                         |
|--------------------------------------------|----------------------------------|-------------------------------------------------|
| Footpath in Walgett Street in Collarenebri | In progress                      |                                                 |
| Drop box in Collarenebri                   | completed                        |                                                 |
| Concrete slab in Airport in Collarenebri   | completed                        |                                                 |
| Gundabloui Road                            | In Progress                      | Sealing on 1.7 km completed                     |
| Gundabloui Road - tender for 5 km          | Work in progress                 | Will be sealed on 1 <sup>st</sup> November 2019 |
| Bugilbone Road ( SR103)                    | Contract work has been completed |                                                 |
| Drainage project in Rowena                 | 1 <sup>st</sup> stage completed  |                                                 |

|                                                                                                                    |             |                                              |
|--------------------------------------------------------------------------------------------------------------------|-------------|----------------------------------------------|
| K & G in Shake spear between Colin Street and Wilga Street and footpath in front of visitor information in Carinda | Completed   |                                              |
| Trevallion park upgrade                                                                                            | In progress |                                              |
| Extension of Pandora street                                                                                        | In progress | Land acquisition is required and in progress |
| Gungalam Road                                                                                                      | Completed   |                                              |
| 600 m section located 42 km from Collarenebri on Gundabloui Road - Re construction and sealing                     | completed   |                                              |

**Water works**

| Items                                                                   | Comments    |
|-------------------------------------------------------------------------|-------------|
| Connections works in the intersection of Dewhurst Street and Fox Street | in progress |

**Sewer works**

| Items                                                 | Comments  |
|-------------------------------------------------------|-----------|
| Installation of Flow meter in Walgett treatment plant | completed |

**Relevant Reference Documents/Policies:**

2019/20 Operational Plan and Budget

**Governance issues:**

Due processes are followed on a routine basis i.e. procurement and tendering.

**Environmental issues:**

Environmental issues are assessed on a project by project basis to ensure any environmental legislation is complied with.

**Stakeholders:**

Walgett Shire residents and Ratepayers

**Financial Implications:**

As of 30<sup>th</sup> September 2019, \$9.324 million has been spent from a total amount of \$29.533 million allocated for the 2019/2020 budget.

**Conclusion:**

Council will continue to monitor the work progress of all the activities to ensure the works are completed within the guidelines and project estimates.

**Monthly Progress Report – October 2019****Recommendation:**

That Council receive and note the Engineering Services monthly works progress report for October 2019.

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

### 11.3.3 CUMBORAH BORE HYDROGEOLOGICAL REVIEW & PUMP TEST ANALYSIS

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Richard Jane –A Director Engineering / Technical Services  
**FILE NUMBER:** 11/211

---

**Summary:**

The report provides Council with information on the investigation into determining the suitability of further drilling of Cumborah Bore.

**Background:**

The recent drilling of the new bore at Cumborah, by the contractor Impax Group from Dubbo, was discontinued at 917 metres after the Artesian Aquifer was not intersected. Impax Group engaged a hydrogeologist through Harwood Environmental Consultants to determine if further drilling would intersect with the Artesian Aquifer. The following is a clip from the covering letter provided by IMPAX Group:

The Hydrogeological Review and Pump Test Analysis concluded the following:

*Based on the document review and pump test completed at the new Cumborah Bore, HEC concludes that the aquifer has a high transmissivity and potentially high flow rate. The bore was not observed to be flowing.*

*The current bore has a potential to extract up to 14 litres per second on a long term basis with drawdown levels extrapolated to 700 days continuous pumping as long as a pump can be obtained to deliver that rate at a head of 74 metres plus any additional delivery needs to allow reticulation to occur.*

*The bore is significantly more transmissive than the previous bore completed by Office of Water as a result of more productive aquifer encountered by Impax.*

*There is limited (less than 5% chance) of obtaining a flowing bore by drilling deeper at the same location by drilling to a maximum depth of 1,000m.*

Further to the pump test analysis, a water quality test was undertaken to determine if the water meets Australian Drinking Water Guideline. The following is a clip of the results, provided by Harwood Environmental Consultants:



### Interpretation of Water Kit Test Report

#### For sample No. 1 of report number WN190990

The following is a summary of how these water results relate to recognised water quality guidelines (e.g. Australian Drinking Water Guidelines and NSW Department of Primary Industries publications) with respect to the general use for the water. Contact our Customer Service Unit (02) 6626 1103, if more specific information is required.

**pH:** a measure of acidity or alkalinity, neutral water has a pH value of 7.0

|                    |                                                                        |
|--------------------|------------------------------------------------------------------------|
| Irrigation:        | <b>Satisfactory for most plants.</b>                                   |
| Stock:             | <b>May cause digestive upset for stock.</b>                            |
| Drinking:          | <b>Water is within Australian Drinking Water Guidelines.</b>           |
| Aquatic Ecosystem: | <b>pH is within Freshwater Ecosystem Guidelines.</b>                   |
| Herbicides:        | <b>pH is above the level recommended for herbicide (Round-up) use.</b> |

**Conductivity:** a measure of water's salinity.

|                    |                                                                                                                         |
|--------------------|-------------------------------------------------------------------------------------------------------------------------|
| Irrigation:        | <b>Suitable for irrigation of moderately salt tolerant plants.</b>                                                      |
| Stock:             | <b>Satisfactory for Pigs, Poultry, Horses, Dairy Cattle, Beef Cattle and Sheep.</b>                                     |
| Drinking:          | <b>The Australian Drinking Water Guidelines indicate water with this salinity level is suitable dependent on taste.</b> |
| Aquatic Ecosystem: | <b>Meets Freshwater Ecosystem Guidelines.</b>                                                                           |
| Herbicides:        | <b>Satisfactory for herbicide formulations.</b>                                                                         |

**Chloride:** is an ion of common salt.

|             |                                                                               |
|-------------|-------------------------------------------------------------------------------|
| Irrigation: | <b>Satisfactory for most uses, do not spray irrigate if value over 100.</b>   |
| Drinking:   | <b>Chloride concentration is within Australian Drinking Water Guidelines.</b> |

**Turbidity:** cloudiness caused by fine suspended matter.

|              |                                                                                                                     |
|--------------|---------------------------------------------------------------------------------------------------------------------|
| General use: | <b>Meets aesthetic requirements of the Australian Drinking Water Guidelines<br/>This is an aesthetic value only</b> |
|--------------|---------------------------------------------------------------------------------------------------------------------|

**Hardness:** a measure of calcium & magnesium salts in water.

|                    |                                                                             |
|--------------------|-----------------------------------------------------------------------------|
| Domestic Farm Use: | <b>Satisfactory for all farm domestic uses including hot water heaters.</b> |
| Drinking:          | <b>Within the Australian Drinking Water Guideline.</b>                      |

#### Current Position:

The Standing Water Level of the new Cumborah Bore is 12.23m below the ground level and the 100 minute drawdown was measured at 10.1 metres. The hydrogeologists report indicates the bore would be capable of 14 litres per second at a maximum head of 74 metres, should a suitable pump achieve this inside the 273mm casing. The testing also indicated that the bore could safely pump at 36.9 litres per second whilst ensuring that the pump intake setting is at 80 metres within a large diameter casing.

There is currently well over \$200k remaining of the funded amount from Restart NSW Safe and Secure Water Program but the funding agreement will require a variation to the scope of works to allow the bore to be equipped with an electric submersible pump.



The proposal to install an electrical submersible pump and associated pipework will require designing by an appropriately qualified pump specialist and water supply pipework specialist.

**Relevant Reference Documents/Policies:**

Letter from IMPAX Group - 4<sup>th</sup> October 2019

Hydrogeologist Report by Harwood Environmental Consultants - 4<sup>th</sup> October 2019.

**Governance issues:**

Nil

**Environmental issues:**

Proposed variation falls within the existing Review of Environmental Factors (REF).

**Stakeholders:**

Cumborah Residents.

**Financial Implications:**

The proposed variation to the work is expected to be within the current available funding.

**Alternative Solutions/Options:**

The alternative to equipping the Cumborah Bore, at its current drilled depth, is to continue the drilling. This would be at significant extra cost and only has a 5% chance of success, based on the hydrogeologists report.

**Conclusion:**

Based on the advice of the hydrogeologist, it is recommended that no further drilling be undertaken and that a request to vary the Restart NSW Funding Deed be made to allow the bore to be equipped with a submersible pump and associated pipework. The pump testing and water quality testing results are considered adequate for the intended use of the bore.

| Cumborah Bore Hydrogeological Review & Pump Test Analysis                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council staff contact Infrastructure NSW and request a variation to the funding deed to allow the new bore to be equipped with an electric submersible pump and associated pipework.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment:**

The Cumborah Bore Hydrogeological Review & Pump Test Analysis report. Refer to attachment document.

### 11.3.4 MATTERS FOR BRIEF MENTION OR INFORMATION ONLY FROM DIRECTOR ENGINEERING/TECHNICAL SERVICES

REPORTING SECTION: Engineering/Technical Services  
AUTHOR: Raju Ranjit - Director Engineering Technical Services  
FILE NUMBER: 00/00/00

---

#### 1. Walgett

##### Bore bath

Scope of works changed to Beautification and enhancement as per agreement - Fence removed and repaired. In the latest round of SCCF an application was made for a new amenities.

Furniture needs ordering depending on need. Quotation for footpath has been obtained.

Apex park- new park sign installed.( Ref. photo 1)



(Photo 1)

##### Trevallion Park:

Big rocks have been delivered on site. Access between Pitt Street and Castlereagh Highway is in progress to close off.

##### Cemetery

Work in progress.

##### Euroka Street

Road works near the new kerb guttering work is completed

##### Walgett Levee:

Contract has been awarded.

##### Brewon Road: Two sections have been scheduled to widen the road in 2019/2020;

Works are in progress

**Desalination Plant in Walgett town;**

Contractor for power supply ancillary works has been selected and work will be commenced shortly. The selected contractor is RIC Electricals Pty Ltd.

**2. Rowena village**

Flood study is in progress.

**3. Collarenebri**

Contract for Walli sewer pump station (SPS) replacement has been awarded. Foot path works in Walgett Street (northbound) is in progress. Sludge study is in progress. Earl Park - all the assigned works for the Earl Park completed.

**Gundabloui Road (RR457) – 5 km (contracted works) and additional 1 km will be sealed by 1<sup>st</sup> November 2019**

**Bridge approach on Cryon Road – Work in progress.**

Pothole repairs in various streets in the Collarenebri in progress

**4. Lightning Ridge**

- Quotation for 3 phase power system installation and drip system for Pandora Street have been invited again from parties.
- Pandora Road extension – documents for land acquisition is in process.
- Lions Park Lightning Ridge - Shade sail to be ordered and picnic table to be painted – work to be carried out by Council staff. New Chain link fence installed.
- Lightning Ridge Chlorination / Aeration: - design work is in progress

**5. Burren Junction**

Burren Park – Park is completed, awaiting energy provider to install NMI for power for the BBQ

- Bugilbone Road ( SR103)
  - Contract work has been completed
  - Widening of existing other segments in progress

**6. Carinda**

- Bush's bridge widening project: Level 3 Investigation (structural investigation) is in progress.
- Gravel on side track near the bridge over Castlereagh River on Gungahman Road is in progress.

**7. Vandalism**

Stolen plants from the Garden beds in Fox street – Estimated cost = \$ 2,000  
Walgett bore bath damaged - Estimated cost = \$ 4,000

**8. RMCC**

RMCC routine maintenance works have been started from 2<sup>nd</sup> October 2019. The routine works will be audited by RMS in first week of November 2019.

|                                                                                                              |
|--------------------------------------------------------------------------------------------------------------|
| <b>Matters Generally For Brief Mention or Information Only by Director of Engineering/Technical Services</b> |
|--------------------------------------------------------------------------------------------------------------|

**Recommendation:**

That the Matters Generally for Brief mention or Information only from the Director engineering/ Technical Services be received and noted.

**Moved:**

**Seconded:**

## 10.4 ENVIRONMENTAL SERVICES

### 10.4.1 EASY TO DO BUSINESS - SERVICE NSW

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Jessica McDonald, Environmental Services  
**FILE NUMBER:** 00/00/00

---

**Summary:**

The purpose of this report is to provide background information and seek support to enter into an agreement with Service NSW for the Easy to do Business program and to consider future business improvement initiatives.

**Background:**

The NSW Small Business Commissioner and Service NSW have developed the “Easy to do Business” program. This free program provides a number of benefits for Councils, including:

- Increased productivity with ‘decision ready’ applications and reduced transaction costs
- Effective tools to help boost our local economy, enabling more jobs in the region – and assisting Councils to deliver on its Economic Development & Tourism Strategic Plan

The initiative will provide a customer with a single point of contact within Service NSW who will help them navigate all the required approvals to start and operate their business, for example registering the business, obtaining an ABN, and providing guidance in relation to their required Council approvals.

#### **REPORT/PROPOSAL**

Those looking to start or grow a business can benefit from their Council being involved in the Easy to do Business program, as they are eligible to:

- Attain a unique digital profile that can help fast track the approval process across local, state and federal government
- Receive the support of a dedicated Business Concierge who can answer questions, liaise with Council, and review applications to ensure they are ‘decision ready’
- Receive step-by-step guidance through the application process
- Know upfront the time, fees and effort involved in starting a business

The intention of the program is to build awareness of specialist advice services available, ensure Council staff can direct enquiries to these services and provide applicants with the skills to be better informed and researched prior to lodging any applications.

The program was initially focused on the Café, Restaurant and Small Bar industry and expanded to support Housing and Construction, Retail, Print Manufacturing and Road Freight Transport from 1 July 2018. The Council will be advised upon the addition of any further prioritised industries that are supported within the Easy to do Business initiative.

For Walgett Shire Council, the process is to endorse the proposed recommendations and to inform Service NSW when this endorsement has occurred. Following this, the Easy to do Business Council Relationship Manager will contact the General Manager to seek agreement to sign a Memorandum of Understanding (MoU) and to nominate an official launch date and an announcement of the program.

**CONSULTATION**

The EtdB program briefing was conducted in Walgett on 17 September with Jess McDonald, Planning & Regulatory Services, and Craig Aspinall, Service NSW Council Relationship Manager.

**Governance issues:**

Council would still undertake all assessments as per appropriate legislation.

**Environmental issues:**

NIL

**Stakeholders:**

WSC, Business owners, Community

**Financial Implications:**

This program is at no cost to council to participate. Support material, training and advice is available to be provided by Service NSW at no cost. Implementation of the program should lead to reduced processing times and costs relating to applications to Council.

**Alternative Options:**

1. To provide delegated authority to enter into an agreement with Service NSW for the Easy to do Business program
2. Not enter into an agreement for the program and advise Service NSW

| Easy To Do Business – Service NSW                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Walgett Shire Council resolve to:</p> <p>Council delegates authority to the General Manager to enter into an agreement with Service NSW and any necessary documents be authorised for execution under the Common Seal of Council.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

1 – Easy to do Business – Walgett

## EtdB Council Update

### July 2019



The Easy to do Business program has evolved and grown since the outdoor dining pilot in 2016 and is now close to being available to **92%** of the NSW population.



With **22.5%** of the population in **Walgett LGA** working in the **housing & construction** field the EtdB program will assist potential small business owners start, run & grow their business.



Our business concierge team is celebrating - they've now assisted **3400+** small business customers across NSW!



We have supported over **200** Council events, Business Hub openings and community events over the past year. Here are some examples of events and networking opportunities we have recently supported:

- Cowra Business Hub Opening
- Gunnedah Show 2019
- Harvest Goulburn
- Precedent Local Business Awards
- Primex Primary Industry Exhibition
- Snowy Monaro Business Awards
- Parkes Chamber of Commerce Breakfast



Our Regulation Team are working with the Department of Planning and Environment, Productivity Commission and Lake Macquarie City Council to understand pain points in relation to referrals and concurrences on **development applications** and exploring potential opportunities to address issues.



**My Community Project** allows citizens to put forward ideas for State Government-funded community projects and vote for the best submission. Submissions are now closed and being reviewed. Voting will be open to the public from July.



The **Cost of Living** service is a NSW Government initiative bringing more than 70 rebates and savings together in one convenient location.



Service NSW **Mobile Service Centres** gives regional NSW greater access to NSW Government services. Two Mobile Service Centres are completing routes in NSW Central West and NSW North Coast. Two more will be on the road by the end of 2019.



Service NSW, in partnership with the NSW Department of Planning and Environment and energy retailers, recently launched a second phase of its successful **Energy Switch** program. The program will expand from electricity to include gas plan comparisons for the customer via a commission-free, customer-centric online service.



In July, the NSW Government is launching phase 2 of **Toll Relief** which will offer a 50% discount on customer's private car rego to toll users who spend between \$780 and \$1300 per financial year on toll roads. Service NSW will trial Toll relief Phase 2 in Castle Hill and Macarthur Service Centres on 23rd and 24th May respectively, in preparation of a 1 July go-live.



Service NSW and the Office of the Children's Guardian are trialling access to the **Working With Children Check** (WWCC) clearance number on the Service NSW app. Volunteers and employees who hold a WWCC simply need to download the Service NSW app and link their details with the Office of the Children's Guardian to access their clearance number through a seamless, secure digital experience.



The **Digital Driver Licence** is being trialled in Sydney's Eastern Beaches and Dubbo and was extended to Albury on 21 May. The state-wide launch of the Digital Driver Licence in 2019 will provide a convenient and legal option for the people of New South Wales to show proof of identity, age and ability to drive through the Service NSW app.

Kind regards,



Craig Aspinall

Council Relationship Manager | Hunter North West

0437 041 194 | [craig.aspinall@service.nsw.gov.au](mailto:craig.aspinall@service.nsw.gov.au)

[service.nsw.gov.au](http://service.nsw.gov.au) | [mybusiness.service.nsw.gov.au](http://mybusiness.service.nsw.gov.au)



## 10.4.2 MATTERS FOR BRIEF MENTION, ENVIRONMENTAL SERVICES

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Jessica McDonald, Environmental Services  
**FILE NUMBER:** 00/00/00

---

This report provides notes on items for brief mention, or information only, on more significant matters recently arising in the Planning & Regulatory Services Division.

- **NSW Environmental Trust Grant – Partial Closure Lightning Ridge Landfill**  
 Physical works for this grant and in relation to the landfills landfilling plan have commenced, with operations into Part 1 of the site, being the partial closure expected to be in full-operation by early 2020.

New signs and a new amenities building has been installed at the site with completion expected in October 2019.

Progress into this project has been reported in the mandatory Milestone 2 report to NSW Environmental Trust.

| Matters for Brief Mention, Environmental Services                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Walgett Shire Council resolve to receive and note the report by the Director of Environmental Services on matters for brief mention, or information only.</p> <p><b>Seconded:</b></p> <p><b>Moved:</b></p> |

## 18. CLOSE OF MEETING

**Time:** .....