



# **AGENDA FOR ORDINARY COUNCIL MEETING**

**Tuesday, 30<sup>th</sup> July 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 **Lightning Ridge Bowling Club** on **30<sup>th</sup> July 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.

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## **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

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## 1. OPENING OF MEETING

Time: \_\_\_\_\_ am

## 2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

*I would like to acknowledge the traditional owners of the lands within the Walgett Shire and I would also like to acknowledge the Aboriginal and Torres Strait Islander people who now reside within this Shire.*

## 3. LEAVE OF ABSENCE

| Leave of Absence                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the leave of absence received from <u>Clr Tanya Cameron</u> is accepted and a leave of absence granted.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

## 4. WELCOME TO VISITORS

## 5. PUBLIC FORUM PRESENTATIONS

*(Limited to five minutes presentations and must also relate to items listed within the Business Paper)*

*Lightning Ridge Miners' Association (LRMA) - Maxine O'Brien, Ormond Molyneux & Sebastian Deisenberger.*

- *Presentation to Council in relation to LRMA's request for to add an additional outlet on the old town bore in Lightning Ridge.*

*Jenni Brammall – AOC – Building Subcommittee*

- *Presentation to Council in relation to Australian Opal Centre project update*

## 6. 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 |
|------------|----------|-------------------------|--------|
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |
|            |          |                         |        |

## 7. CONFIRMATION OF MINUTES/MATTERS ARISING

### 7.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 25 JUNE 2019

| Minutes of Ordinary Council Meeting – 25 June 2019                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the minutes of the ordinary Council meeting held 25 June 2019, having been circulated be confirmed as a true and accurate record of that meeting.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Minutes of Ordinary Meeting held 25 June 2019.





## **MINUTES FOR ORDINARY COUNCIL MEETING**

**Tuesday 25<sup>th</sup> June 2019**

Greg Ingham  
**GENERAL MANAGER**

**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT  
WALGETT SHIRE COUNCIL CHAMBERS ON TUESDAY 25 JUNE 2019 AT 10:20AM**

**PRESENT**

Cllr Ian Woodcock (Deputy Mayor)  
 Cllr Jane Keir  
 Cllr Bill Murray  
 Cllr Tanya Cameron  
 Cllr Lawrence Walford  
 Cllr Kelly Smith  
 Cllr Michael Taylor  
 Cllr Robert Turnbull  
 Greg Ingham (General Manager)  
 Michael Urquhart (Chief Financial Officer)  
 Jessica McDonald (Director Environmental Services)  
 Raju Ranjit (Director Engineering/Technical Services)  
 Rebecca Wilson (Minute Secretary)

**ABSENT**

Cllr Manuel Martinez (Mayor)

**5/2019/1 Leave of Absence**

**Resolved:**

That the leave of absence received from Cllr Manuel Martinez is accepted and a leave of absence granted.

**Moved:** Cllr Walford

**Seconded:** Cllr Taylor

**CARRIED**

**Public Presentations:**

*Acting Inspector Mr Bruce Gregory – Presentation to Council from Central Police District on current crime statistics for Walgett.*

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

| Councillor    | Item No. | Pecuniary/Non-Pecuniary | Reason                  |
|---------------|----------|-------------------------|-------------------------|
| Cllr Keir     | 11.3.2   | Pecuniary               | Family Business Related |
| Cllr Keir     | 13.3     | Pecuniary               | Family Business Related |
| Cllr Keir     | 13.5     | Pecuniary               | Family Business Related |
| Cllr Turnbull | 11.3.2   | Pecuniary               | Family Business Related |
| Cllr Turnbull | 11.3.3   | Pecuniary               | Family Business Related |
| Cllr Turnbull | 11.3.4   | Non-Pecuniary           | Family Business Related |
| Cllr Turnbull | 13.4     | Pecuniary               | Family Business Related |

**5/2019/2 Minutes of Ordinary Council Meeting – 21 May 2019****Resolved:**

That the minutes of the Ordinary Council meeting held 21 May 2019, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Clr Turnbull  
**Seconded:** Clr Keir  
**CARRIED**

**5/2019/3 Minutes of Local Area Traffic Committee Meeting – 6 June 2019****Resolved:**

That the minutes of the Local Area Traffic Committee Meeting held on the 6 June 2019, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Clr Woodcock  
**Seconded:** Clr Smith  
**CARRIED**

**5/2019/4 Notice of Motion – Clr Bill Murray**

That the Walgett Shire Council does not raise its rates and user charges and fees for 2019/2020, and leaves them at the 2018/2019 rate level.

**Clr Murray withdrew the Motion**

**Resolved:**

That the Council write to the State Government Ministers requesting a one off payment of Shire Rates for the Walgett Shire, due to the length of present drought.

**Moved:** Clr Murray  
**Seconded:** Clr Keir  
**CARRIED**

**5/2019/5 Council's Decision Action Report****Resolved:**

That the Resolution Register as at May 2019 be received and noted.

**Moved:** Clr Keir  
**Seconded:** Clr Turnbull  
**CARRIED**

*Clr Murray left the meeting at 11:37am*

*Clr Murray returned to the meeting at 11:39am*

*Clr Cameron left the meeting at 11:39am*

*Clr Smith left the meeting at 11:41am*

*Clr Cameron returned to the meeting at 11:42am*

#### 5/2019/6 Circulars Received from the NSW Office of Local Government

**Resolved:**

That the information contained in the following Departmental circulars 19-07 to 19-10 from the Local Government Division Department of Premier and Cabinet be received and noted.

It was requested that Council make submission to the Office of Local Government in relation to mandatory webcasting and the impact it will have on Council being unable to conduct its Council meetings outside of the Walgett Council Chambers due to technology and budget constraints.

**Moved:** Clr Cameron

**Seconded:** Clr Taylor

**CARRIED**

*Clr Smith returned to the meeting at 11:45am*

#### 5/2019/7 Important Dates for Councillors - Upcoming Meetings and Events

**Resolved:**

That Council receive and note the list of upcoming meetings and events.

**Moved:** Clr Keir

**Seconded:** Clr Murray

**CARRIED**

#### 5/2019/8 General Manager Activities/Meeting May - June 2019

**Resolved:**

That the General Manager Activity report for May - June 2019 be received.

**Moved:** Clr Walford

**Seconded:** Clr Taylor

**CARRIED**

**5/2019/9 Dick Colless Memorial Scholarship Awards****Resolved:**

That Council adopt the following recommendations for the awarding of the 2019 Dick Colless Memorial Scholarships:

Maxwell Duncan - \$2,500 (Bachelor of Business)

Jacob Watts - \$2,500 (Cert III in Carpentry)

Bronte Hiscox - \$2,500 (Bachelor of Nursing)

Tom Rummery - \$2,500 (Bachelor of Science in Agriculture)

**Moved:** Cllr Smith

**Seconded:** Cllr Murray

**CARRIED**

**5/2019/10 Revised Fraud Policy and Procedure****Resolved:**

1. That the report be received
2. That Council adopts the revised Fraud Policy and Procedure.

**Moved:** Cllr Smith

**Seconded:** Cllr Keir

**CARRIED**

**5/2019/11 Monthly Outstanding Rates Report****Resolved:**

That the outstanding rates report be received and noted.

**Moved:** Cllr Keir

**Seconded:** Cllr Cameron

**CARRIED**

**5/2019/12 Cash and Investment Report as at 31<sup>st</sup> May 2019****Resolved:**

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

**Moved:** Cllr Walford

**Seconded:** Cllr Smith

**CARRIED**

**5/2019/13 Councillor Fees, Local Government Remuneration Tribunal****Resolved:**

That the Councillor fees be set at the maximum level set by the Local Government Remuneration Tribunal for a Rural Category.

- a) The Councillor fee for 2019/2020 be \$12,160
- b) The Mayoral fee for 2019/2020 be set at \$26,530
- c) 25% of the Mayoral fee be allocated to the Councillor occupying the position of Deputy Mayor

**Moved:** Cllr Smith  
**Seconded:** Cllr Walford

**For**  
 Cllr Ian Woodcock  
 Cllr Michael Taylor  
 Cllr Lawrence Walford  
 Cllr Robbie Turnbull  
 Cllr Kelly Smith  
**CARRIED**

**Against**  
 Cllr Tanya Cameron  
 Cllr Jane Keir  
 Cllr Bill Murray

**Absent**  
 Cllr Manuel Martinez

**5/2019/14 Section 356 – Rebates Churches and Other Not for Profit Organisations****Resolved:**

- 1. That a budget adjustment of \$118 increasing the 2019-2020 budget from \$18,688 to \$18,806 be approved.
- 2. That the applications for a donation received and due to be received from eligible churches and not-for-profit organisations as per the attached list are approved and the rebates on annual service charges as detailed therein be granted for 2019-2020.

**Moved:** Cllr Cameron  
**Seconded:** Cllr Keir

**For**  
 Cllr Ian Woodcock  
 Cllr Jane Keir  
 Cllr Lawrence Walford  
 Cllr Robbie Turnbull  
 Cllr Kelly Smith  
 Cllr Tanya Cameron  
 Cllr Bill Murray  
**CARRIED**

**Against**  
 Cllr Michael Taylor

**Absent**  
 Cllr Manuel Martinez

**5/2019/15 Matters Generally for Brief Mention or Information Only – From CFO****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:** Clr Cameron

**Seconded:** Clr Walford

**CARRIED**

**5/2019/16 Adoption 2019/2020 Operational Plan & Long Term Financial Plan Including Fees and Charges****Resolved:**

That Council after having considered any submission received by the 19<sup>th</sup> June 21019;

1. Adopts the 2019/2020 Operational plan and Budget, and Long Term Ten (10) Year Financial Plan.
2. Adopts Fees and Charges for 2019/2020 as listed in the schedule of Fees and Charges 2019/2020 with Council reserving the right to vary fees and charges of a commercial nature as circumstances require.
3. Adopts the Waste Management, Water and Sewer Pricing Structure as set out in the Schedule of Fees and Charges

**Moved:** Clr Keir

**Seconded:** Clr Cameron

**CARRIED**



**5/2019/17 Making the Ordinary Rates and Annual Charges the 2019/2020 Year****Resolved:****Motion:****That Council:**

1. Resolves in accordance with sections 534 and 535 of the Local Government Act 1993 NSW, to make the Ordinary Rates for the 2019/2020 rating year commencing 1st July 2019 as set out in Table 1 below on the land value for all rateable land within each category and sub-category at the amount in the dollar specified and the applicable base amounts for each category and sub-category applied in accordance with section 500 of the Local Government Act 1993 NSW.

**TABLE 1**

| Rates<br>Walgett Shire Council - General Purpose Rates Forecast 2019/2020                                        |                       |                                 |             |               |                   |                      |                       |                   |                                    |                  |                         |                    |
|------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------|-------------|---------------|-------------------|----------------------|-----------------------|-------------------|------------------------------------|------------------|-------------------------|--------------------|
| Ordinary Rates - Depicting 2.7% Rates Pegging Increase (Valuations as per VG Supplementary List as at 30.3.2019) |                       |                                 |             |               |                   |                      |                       |                   |                                    |                  | SCHEDULE 5 (2.7%)       |                    |
| Description                                                                                                      | Number of Assessments | Ad Valorem Amount in the Dollar | Base Amount | Land Value    | 2019/2020 Minimum | 2019/2020 Ad Valorem | 2019/2020 Base Amount | 2019/2020 Minimum | 2019/2020 Above Minimum Ad Valorem | 2019/2020 Totals | 2019/2020 Base Amount % | Avg Per Assessment |
| Walgett Residential                                                                                              | 947                   | 0.01883229                      | 220.00      | 16,096,140    | 0                 | 109,776              | 142,248.00            |                   |                                    | 342,126          | 42%                     | 5.29               |
| Lightning Ridge Residential                                                                                      | 696                   | 0.00988937                      | 220.00      | 39,006,330    | 0                 | 129,894              | 240,540.00            |                   |                                    | 370,434          | 42%                     | 5.23               |
| Collarenebri Residential                                                                                         | 210                   | 0.11369820                      | 220.00      | 45,110        | 0                 | 51,250               | 45,240.00             |                   |                                    | 96,490           | 47%                     | 464.4              |
| Burren Junction Residential                                                                                      | 52                    | 0.04311716                      | 220.00      | 375,160       | 0                 | 25,960               | 15,180.00             |                   |                                    | 41,140           | 38%                     | 326.5              |
| Carinda Residential                                                                                              | 66                    | 0.07113200                      | 220.00      | 102,050       | 0                 | 7,250                | 5,940.00              |                   |                                    | 13,190           | 49%                     | 199.9              |
| Cambouran Residential                                                                                            | 58                    | 0.00059610                      | 220.00      | 608,660       | 0                 | 5,414                | 5,220.00              |                   |                                    | 10,634           | 40%                     | 183.3              |
| Roxana/Cornaby-Chance Residential                                                                                | 53                    | 0.17158000                      | 220.00      | 26,360        | 0                 | 3,475                | 3,140.00              |                   |                                    | 6,615            | 48%                     | 178.6              |
| Residential - Preserved Opal Fields                                                                              | 1758                  | 0.00496515                      | 115.00      | 4,165,910     | 0                 | 95,110               | 262,110.00            |                   |                                    | 357,220          | 30%                     | 236.4              |
| Residential - Mineral Claim                                                                                      |                       | 0.00496515                      | 115.00      |               |                   |                      |                       |                   |                                    |                  |                         |                    |
| Residential                                                                                                      | 84                    | 0.00767103                      | 165.00      | 3,541,660     | 0                 | 27,995               | 15,860.00             |                   |                                    | 43,855           | 33%                     | 497.7              |
| Walgett Business                                                                                                 | 123                   | 0.02562642                      | 315.00      | 5,053,390     | 0                 | 87,825               | 38,745.00             |                   |                                    | 126,570          | 35%                     | 1,029.9            |
| Lightning Ridge Business                                                                                         | 136                   | 0.01363060                      | 315.00      | 6,841,210     | 0                 | 85,870               | 37,665.00             |                   |                                    | 123,535          | 30%                     | 1,034.3            |
| Collarenebri Business                                                                                            | 36                    | 0.13656990                      | 315.00      | 111,200       | 0                 | 14,126               | 9,450.00              |                   |                                    | 23,576           | 40%                     | 785.5              |
| Burren Junction Business                                                                                         | 24                    | 0.06927100                      | 265.00      | 269,950       | 0                 | 10,692               | 6,360.00              |                   |                                    | 17,052           | 37%                     | 710.0              |
| Carinda Business                                                                                                 | 14                    | 0.05500000                      | 135.00      | 325,200       | 0                 | 2,092                | 1,890.00              |                   |                                    | 3,982            | 48%                     | 280.0              |
| Roxana/Cornaby-Chance Business                                                                                   | 8                     | 0.08204000                      | 135.00      | 18,200        | 0                 | 1,520                | 1,080.00              |                   |                                    | 2,600            | 47%                     | 323.3              |
| Business - Preserved Opal Fields                                                                                 | 46                    | 0.05500000                      | 265.00      | 355,110       | 0                 | 10,438               | 12,190.00             |                   |                                    | 22,628           | 40%                     | 576.8              |
| Business - Mineral Claim                                                                                         |                       | 0.05500000                      | 265.00      |               |                   |                      |                       |                   |                                    |                  |                         |                    |
| Business                                                                                                         | 101                   | 0.00581389                      | 165.00      | 2,671,160     | 0                 | 26,754               | 16,665.00             |                   |                                    | 43,419           | 39%                     | 424.4              |
| Rural (farmland)                                                                                                 | 302                   | 0.00316879                      | 115.00      | 2,187,791,013 | 0.00              | 3,769,258            | 95,420.00             |                   |                                    | 9,238,686        | 2%                      | 6,638.8            |
| Rural (grazing (farmland))                                                                                       |                       | 0.00316879                      | 115.00      |               | 0.00              | 0                    | 0.00                  |                   |                                    | -                | -                       |                    |
| Totals                                                                                                           | 4984                  |                                 |             | 1,240,943,243 |                   | 4,874,362            | 794,180               |                   |                                    | 5,668,543        |                         |                    |
| Notional Yield for 2019/2020 (Estimate)                                                                          |                       |                                 |             |               |                   |                      |                       |                   |                                    |                  | 5,216,770               |                    |
| Increase 2.7%                                                                                                    |                       |                                 |             |               |                   |                      |                       |                   |                                    |                  | 1,401,590               |                    |
| Sub-Total                                                                                                        |                       |                                 |             |               |                   |                      |                       |                   |                                    |                  | 5,958,636               |                    |
| Add Catch-up Allowance (as advised)                                                                              |                       |                                 |             |               |                   |                      |                       |                   |                                    |                  | 3,267                   |                    |
| Allowable Yield for 2019/2020                                                                                    |                       |                                 |             |               |                   |                      |                       |                   |                                    |                  | 5,961,903               |                    |

**1. Walgett Residential Rate**

A Walgett Residential Ordinary Ad Valorem Amount of 0.01883229 cents in the dollar levied on the land value of all rateable land sub-categorised as Walgett Residential within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$220.00 representing 42% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**2. Lightning Ridge Residential Rate**

A Lightning Ridge Residential Ordinary Ad Valorem Amount of 0.00988937 cents in the dollar levied on the land value of all rateable land sub-categorised as Lightning Ridge Residential within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$220.00 representing 42% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**3. Collarenebri Residential Rate**

A Collarenebri Residential Ordinary Ad Valorem Amount of 0.11369820 cents in the dollar levied on the land value of all rateable land sub-categorised as Collarenebri Residential within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993



NSW and having a Base Amount per assessment of \$220.00 representing 47% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

4. Burren Junction Residential Rate

A Burren Junction Residential Ordinary Ad Valorem Amount of 0.04311756cents in the dollar levied on the land value of all rateable land sub-categorised as Burren Junction Residential within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$165.00 representing 38% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

5. Carinda Residential Rate

A Carinda Residential Ordinary Ad Valorem Amount of 0.071132 cents in the dollar levied on the land value of all rateable land sub-categorised as Carinda Residential within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$90.00 representing 45% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

6. Cumborah Residential Rate

A Cumborah Residential Ordinary Ad Valorem Amount of 0.00889630 cents in the dollar levied on the land value of all rateable land sub-categorised as Cumborah Residential within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$90.00 representing 49% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

7. Rowena/Come-By-Chance Residential Rate

A Rowena/Come-By-Chance Residential Ordinary Ad Valorem Amount of 0.171158 cents in the dollar levied on the land value of all rateable land sub-categorised as Rowena/Come-By-Chance Residential within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$85.00 representing 48% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

8. Residential – Preserved Opal Fields Rate

A Residential – Preserved Opal Fields Ordinary Ad Valorem Amount of 0.08439535 cents in the dollar levied on the land value of all rateable land sub-categorised as Residential – Preserved Opal Fields within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$115.00 representing 36% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

9. Residential – Mineral Claim Rate

A Residential – Mineral Claim Ordinary Ad Valorem Amount of 0.08439535 cents in the dollar levied on the land value of all rateable land sub-categorised as Residential – Mineral Claim within Walgett Shire in accordance with section 529(2) (b) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$115.00 representing 0% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

10. Residential Rate

A Residential Ordinary Ad Valorem Amount of 0.00767103 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as residential in accordance with section 516 of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$165.00 representing 33% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

11. Walgett Business Rate

A Walgett Business Ordinary Ad Valorem Amount of 0.02876242 cents in the dollar levied on the land value of all rateable land sub-categorised as Walgett Business within Walgett Shire in accordance with section 529(2) (d) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$315.00 representing 31% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**12. Lightning Ridge Business Rate**

A Lightning Ridge Business Ordinary Ad Valorem Amount of 0.0125396 cents in the dollar levied on the land value of all rateable land sub-categorised as Lightning Ridge Business within Walgett Shire in accordance with section 529(2) (d) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$315.00 representing 30% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**13. Collarenebri Business Rate**

A Collarenebri Business Ordinary Ad Valorem Amount of 0.1264599 cents in the dollar levied on the land value of all rateable land sub-categorised as Collarenebri Business within Walgett Shire in accordance with section 529(2) (d) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$315.00 representing 40% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**14. Burren Junction Business Rate**

A Burren Junction Business Ordinary Ad Valorem Amount of 0.039774 cents in the dollar levied on the land value of all rateable land sub-categorised as Burren Junction Business within Walgett Shire in accordance with section 529(2) (d) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$265.00 representing 37% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**15. Carinda Business Rate**

A Carinda Business Ordinary Ad Valorem Amount of 0.01589 cents in the dollar levied on the land value of all rateable land sub-categorised as Carinda Business within Walgett Shire in accordance with section 529(2) (d) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$135.00 representing 48% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**16. Rowena/Come-By-Chance Business Rate**

A Rowena/Come-By-Chance Business Ordinary Ad Valorem Amount of 0.08294 cents in the dollar levied on the land value of all rateable land sub-categorised as Business within Walgett Shire in accordance with section 529(2) (d) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$135.00 representing 42% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**17. Business – Preserved Opal Fields Rate**

A Business – Preserved Opal Fields Ordinary Ad Valorem Amount of 0.056508 cents in the dollar levied on the land value of all rateable land sub-categorised as Business – Preserved Opal Fields within Walgett Shire in accordance with section 529(2) (d) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$265.00 representing 46% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

**18. Business – Mineral Claim Rate**

A Business – Mineral Claim Ordinary Ad Valorem Amount of 0.056508 cents in the dollar levied on the land value of all rateable land sub-categorised as Business – Mineral Claim within Walgett Shire in accordance with section 529(2) (d) of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$265.00 representing 0% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

19. Business Rate

A Business Ordinary Ad Valorem Amount of 0.0098138 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as Business in accordance with section 518 of the Local Government Act 1993 NSW and having a Base Amount per assessment of \$165.00 representing 39% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

20. Rural (Farmland)

A Rural (Farmland) Ordinary Ad Valorem Amount of 0.0031687 cents in the dollar levied on the land value of all rateable land within Walgett Shire categorised as Rural (Farmland) in accordance with section 515 of the Local Government Act 1993 NSW, and having a Base Amount per assessment of \$115.00 representing 2% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

21. Rural Irrigable (Farmland)

A Rural Irrigable Ordinary Ad Valorem Amount of 0.0031687 cents in the dollar levied on the land value of all rateable land sub-categorised as Rural Irrigable (Farmland) within Walgett Shire in accordance with section 529(2) (a) of the Local Government Act 1993 NSW, and having a Base Amount per assessment of \$115.00 representing 0% of the total yield in accordance with section 500 of the Local Government Act 1993 NSW.

22. Resolves in accordance with section 496 (1) of the Local Government Act 1993 NSW, Council make an annual charge of \$497.00 per service for the provision of domestic waste management services for each parcel of rateable land for which the service is available for the 2019/2020 rating year commencing on 1st July 2019.

23. Resolves in accordance with section 496 (2) of the Local Government Act 1993 NSW, Council make an annual charge of \$497.00 per service for the provision of domestic waste management services requested to non-rateable residential properties for the 2019/2020 rating year commencing on 1st July 2019.

24. Resolves in accordance with section 501 of the Local Government Act 1993 NSW, Council make the annual charges for Water Supply, Sewerage Services and Waste Management Services for the 2019/2020 rating year commencing on 1st July 2019. These charges are set out in Council's Operational Plan – Schedule of Fees and Charges 2019/2020 under the headings Waste Management, Trade Waste Management, Water Supply and Sewerage and are included in Table 2.



**TABLE 2**  
Waste Management Charges

| SERVICE PROVIDED                                      | DOMESTIC WASTE MANAGEMENT | 2019/2020 |
|-------------------------------------------------------|---------------------------|-----------|
| Domestic Waste Collection Charge (s496) per occupancy | <i>per bin per annum</i>  | \$497.00  |

| SERVICE PROVIDED                              | TRADE WASTE MANAGEMENT   | 2019/2020  |
|-----------------------------------------------|--------------------------|------------|
| 240L MGB Collection – weekly collection       | <i>per bin per annum</i> | \$497.00   |
| 360L MGB Collection – twice weekly collection | <i>per bin per annum</i> | \$1,418.00 |
| 360L MGB – weekly service                     | <i>per bin per annum</i> | \$709.00   |

| SERVICE PROVIDED               | WASTE MANAGEMENT | 2019/2020 |
|--------------------------------|------------------|-----------|
| Waste Management Charge (s501) | <i>per annum</i> | \$56.00   |

#### Water Supply Charges

All properties either, connected to or within 225 metres of a Council water main and able to be connected are charged.

| ACCESS CHARGES                                          |                        | 2.50%            |
|---------------------------------------------------------|------------------------|------------------|
| <b>Bore Water – Lightning Ridge, Carinda and Rowena</b> |                        | <b>2019-2020</b> |
| 20mm Connection                                         | <i>Residential</i>     | \$332.00         |
| 20mm Connection                                         | <i>Non Residential</i> | \$332.00         |
| 25mm Connection                                         | <i>Residential</i>     | \$332.00         |
| 25mm Connection                                         | <i>Non Residential</i> | \$517.00         |
| 32mm Connection                                         | <i>Residential</i>     | \$332.00         |
| 32mm Connection                                         | <i>Non Residential</i> | \$849.00         |
| 40mm Connection                                         | <i>Residential</i>     | \$332.00         |
| 40mm Connection                                         | <i>Non Residential</i> | \$1,326.00       |
| 50mm Connection                                         | <i>Residential</i>     | \$332.00         |
| 50mm Connection                                         | <i>Non Residential</i> | \$2,072.00       |
| 75mm Connection                                         | <i>Residential</i>     | \$332.00         |
| 75mm Connection                                         | <i>Non Residential</i> | \$4,526.00       |
| 100mm Connection                                        | <i>Residential</i>     | \$332.00         |
| 100mm Connection                                        | <i>Non Residential</i> | \$8,042.00       |
| Unmetered                                               | <i>Residential</i>     |                  |
| Unmetered                                               | <i>Non Residential</i> |                  |

| CONSUMPTION CHARGES                                     |                                | 5.00%            |
|---------------------------------------------------------|--------------------------------|------------------|
| <b>Bore Water – Lightning Ridge, Carinda and Rowena</b> |                                | <b>2019-2020</b> |
| Usage Charge                                            | <i>per kilolitre &lt;600kl</i> | \$0.30           |
| Usage Charge                                            | <i>per kilolitre &gt;600kl</i> | \$0.45           |

| ACCESS CHARGES                         |                        | 2.50%       |
|----------------------------------------|------------------------|-------------|
| River Water – Walgett and Collarenebri |                        | 2019-2020   |
| 20mm Connection                        | <i>Residential</i>     | \$503.00    |
| 20mm Connection                        | <i>Non Residential</i> | \$503.00    |
| 25mm Connection                        | <i>Residential</i>     | \$503.00    |
| 25mm Connection                        | <i>Non Residential</i> | \$785.00    |
| 32mm Connection                        | <i>Residential</i>     | \$503.00    |
| 32mm Connection                        | <i>Non Residential</i> | \$1,287.00  |
| 40mm Connection                        | <i>Residential</i>     | \$503.00    |
| 40mm Connection                        | <i>Non Residential</i> | \$2,011.00  |
| 50mm Connection                        | <i>Residential</i>     | \$503.00    |
| 50mm Connection                        | <i>Non Residential</i> | \$3,143.00  |
| 75mm Connection                        | <i>Residential</i>     | \$503.00    |
| 75mm Connection                        | <i>Non Residential</i> | \$6,898.00  |
| 100mm Connection                       | <i>Residential</i>     | \$503.00    |
| 100mm Connection                       | <i>Non Residential</i> | \$12,263.00 |
| Unmetered                              | <i>Residential</i>     |             |
| Unmetered                              | <i>Non Residential</i> |             |

| CONSUMPTION CHARGES                    |                                | 5.00%     |
|----------------------------------------|--------------------------------|-----------|
| River Water – Walgett and Collarenebri |                                | 2019-2020 |
| Filtered Usage Charge                  | <i>per kilolitre &lt;600kl</i> | \$0.90    |
| Filtered Usage Charge                  | <i>per kilolitre &gt;600kl</i> | \$1.35    |
| Raw Usage Charge                       | <i>per kilolitre &lt;600kl</i> | \$0.30    |
| Raw Usage Charge                       | <i>per kilolitre &gt;600kl</i> | \$0.45    |

#### Sewerage Charges

All properties either, connected to or within 75 metres of a Council sewer main and able to be connected are charged.

| SERVICE PROVIDED                                                                      | SEWERAGE         | 2019-2020 |
|---------------------------------------------------------------------------------------|------------------|-----------|
| Walgett                                                                               | <i>per annum</i> | \$501.00  |
| Lightning Ridge                                                                       | <i>per annum</i> | \$447.00  |
| Collarenebri                                                                          | <i>per annum</i> | \$533.00  |
| <b>Additional Sewer Connections (<i>per connection</i>)</b>                           |                  |           |
| Walgett                                                                               | <i>per annum</i> | \$501.00  |
| Lightning Ridge                                                                       | <i>per annum</i> | \$447.00  |
| Collarenebri                                                                          | <i>per annum</i> | \$533.00  |
| <b>Cistern Charges – Applicable to Business Categories (<i>per toilet/urinal</i>)</b> |                  |           |
| Walgett                                                                               | <i>per annum</i> | \$78.00   |
| Lightning Ridge                                                                       | <i>per annum</i> | \$71.00   |
| Collarenebri                                                                          | <i>per annum</i> | \$71.00   |

25. Resolves in accordance with Section 566 of the Local Government Act 1993 NSW, to adopt an interest rate on overdue rates and charges for the 2019/2020 rating year commencing on 1st July 2019 of 7.5%, being the maximum rate set by the Office of Local Government.

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

*The meeting adjourned for lunch at 12:39pm*

*The meeting resumed at 1:33pm*

*Clr Walford left the meeting at 1:33pm*

#### 5/2019/18 Monthly RMCC Works Report – June 2019

**Resolved:**

That Council receive and note the monthly RMCC works report for June 2019.

**Moved:** Clr Smith

**Seconded:** Clr Turnbull

**CARRIED**

*Clr Keir and Clr Turnbull declared a pecuniary interests and left the room at 1:34pm*

*Clr Walford returned to the meeting at 1:37pm*

#### 5/2019/19 Monthly Maintenance Grading Report – June 2019

**Resolved:**

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

**Moved:** Clr Smith

**Seconded:** Clr Taylor

**CARRIED**

*Clr Keir returned to the meeting at 1:57pm*

#### 5/2019/20 Monthly Service Progress Report – June 2019

**Resolved:**

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

**Moved:** Clr Walford

**Seconded:** Clr Smith

**CARRIED**

#### 5/2019/21 Matters Generally for Brief Mention or Information Only from Director Engineering Technical Services

**Resolved:**

That the matters generally for brief mention or information only from the Director Engineering/Technical Services be received and noted.

**Moved:** Clr Walford

**Seconded:** Clr Taylor

**CARRIED**

*Clr Turnbull returned to the meeting at 2:29pm*

**5/2019/22 Cat Trapping, Animal Welfare and Animal Rescue Update**

**Resolved:**

That Walgett Shire Council resolve to note the above report and endorse the actions of the Regulatory Officer and Ranger and Director of Environmental Services

**Moved:** Clr Keir  
**Seconded:** Clr Cameron  
**CARRIED**

**5/2019/23 Matters Generally for Brief Mention or Information Only from Director Environmental Services**

**Resolved:**

Receive and note the report by the Director of Environmental Services of matters for brief mention or information only.

**Moved:** Clr Turnbull  
**Seconded:** Clr Taylor  
**CARRIED**

Mr Col Hundy's letter in relation to current road conditions in the Grawin Opal Fields, and restricted permits were tabled in the open session for discussion.

It was resolved that Council respond to Mr Col Hundy and Mr Fletcher advising that Council is awaiting communication from Crown Land Commission – Mr Richard Bush's office.

*Clr Smith left the meeting at 2:44pm*  
*Clr Smith returned to the meeting at 2:46pm*

*Clr Turnbull declared a pecuniary interest and left the room at 2:47pm*

**5/2019/24 Notice of Motion to Rescind Motion 2/2019/20****Resolved:**

That Council rescind the following Motion 2/2019/20 passed at the Meeting of Walgett Shire Council on 26 March 2019.

“That Council note and adopt Option 2 (following the existing Burranbaa Road (SR55) from Sherman’s Way to Angledool Road (SR102). Following the Angledool Road (SR102) the Ridge Road (RR426) to Collarenebri.”

**Moved:** Clr Keir  
**Seconded:** Clr Cameron

**For**  
 Clr Bill Murray  
 Clr Jane Keir  
 Clr Tanya Cameron

**Against**  
 Clr Ian Woodcock  
 Clr Lawrence Walford  
 Clr Michael Taylor  
 Clr Kelly Smith

**Absent**  
 Clr Manuel Martinez  
 Clr Robbie Turnbull

**MOTION WAS LOST**

*Clr Turnbull returned to the meeting at 3:17pm*

**5/2019/25 Move into Closed Session**

**Time:** 3:17pm

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:** Clr Walford  
**Seconded:** Clr Turnbull  
**CARRIED**



**5/2019/26 Confidential - Provision of Bitumen Spray Sealing T471920OROC****Resolved:**

1. That the best fit for purpose tenderers be awarded this contract as the Panel Source supplies to Walgett Shire Council for the period 1 July 2019 to 30 June 2022, and
2. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 30 June 2023.
3. That Council authorise the General Manager and mayor to execute any necessary contract documentation under Council Seal.
4. That Council select three following parties to provide services subject to their availability.
 

|     |                        |                |
|-----|------------------------|----------------|
| i   | All Pavement Solutions | \$2,499,815.08 |
| ii  | Country Wide Asphalt   | \$2,826,700.00 |
| iii | SRS Roads              | \$2,872,327.60 |

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

**5/2019/27 Confidential – Supply and Delivery of Bulk Fuel T481920OROC****Resolved:**

1. That the best fit for purpose tenderers be awarded this contract to Woodham Petroleum for the period of 1 June 2019 to 30 June 2022, and
2. That a provision be allowed or a 12-month extension based on satisfactory supplier performance, which may take this contract through to 30 June 2023.
3. That Council authorise the General Manager and Mayor to execute any necessary contract documentation under Council seal.

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

*Cllr Keir declared a pecuniary interest and left the room at 3:22pm*

**5/2019/28 Confidential – Provision of Tenders Hired Plant and Minor Works on a Casual Basis – RFQ 19/012**

**Resolved:**

That Council accepts tenders from the following businesses for RFQ 19/012, Request for Standing Offers: Casual Plant Hire Walgett Shire NSW – for 1 July 2019 to 30 June 2020;

- 1 PremiAir Services Pty Ltd
- 2 Carbon Farming Pty Ltd
- 3 Rollers Australia
- 4 RGT Cochrane
- 5 Hunters Agricultural Services
- 6 The Mining Pty Ltd
- 7 Thurston's Transport
- 8 Ridgerock Earthmoving
- 9 JR Weate Pty Ltd
- 10 Neill Earthmoving Pty Ltd
- 11 Coates Hire
- 12 Hill Earthmoving
- 13 Bow's Sand and Gravel
- 14 Wintergreen Investments P/L
- 15 Troy Crane Hire
- 16 Stabilco
- 17 Manuel Martinez
- 18 Doncorp
- 19 MAAS Plant Hire
- 20 Michael Hughes Transport
- 21 A1 Tree Services NSW Pty Ltd
- 22 Earth Plant Hire
- 23 Rob Rubie & Rubie Bros Pty Ltd
- 24 Batterline Earthmoving
- 25 Newbold Bulk Haulage Pty Ltd
- 26 Conplant
- 27 Jeni Constructions Pty Ltd
- 28 Countrywide Asphalt & Cival
- 29 Norwest Plant Hire
- 30 Connolly's Liquid Waste Pty Ltd
- 31 Altro Holdings Pty Ltd
- 32 Stabilco Pty Ltd
- 33 DID Contracting Pty Ltd
- 34 A-Plant Equipment
- 35 Phill's Grader Hire Pty Ltd
- 36 Hyroll Hire

**Moved:** Cllr Smith

**Seconded:** Cllr Turnbull

**CARRIED**

**5/2019/29 RFT 18/003 Design and Construction of Goangra Bridge – June 2019****Recommendation:**

That Council adopt the option to build a 60m bridge on an alignment 20m upstream of the existing bridge at the cost of \$1,551,390 ex GST including stand down and remobilisation charges.

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

**5/2019/30 Return to Open Session****Time: 3:53pm****Resolved:**

That Council return to open session.

**Moved:** Cllr Smith  
**Seconded:** Cllr Turnbull  
**CARRIED**

**5/2019/31 Adoption of closed session reports****Recommendation:**

That Council adopt the recommendations of the Closed Committee Reports.

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

*Cllr Keir returned to the meeting at 3:54pm*

The General Manager informed the Councillors of his recent successful application for the General Manager's position at Castlereagh Macquarie County Council (CMCC), effective 5<sup>th</sup> August 2019 for two (2) years. Council will be aware that the previous General Manager undertook both roles.

**5/2019/32 CMCC General Manager Position****Recommendation:**

That Council has no objection to the General Manager undertaking the role of the General Manager at Castlereagh Macquarie County Council, effective from 5<sup>th</sup> August 2019 for (2) two years.

**Moved:** Cllr Keir  
**Seconded:** Cllr Murray  
**CARRIED**

*Cllr Cameron left the meeting at 4:01pm*

*Cllr Cameron returned to the meeting at 4:03pm*

**Questions for Next Meeting**

Clr Smith

- Q1: When will the car park at Collarenebri Boat Ramp be sealed?
- Q2: Can the potholes on northern end of Gundabloui Road be addressed?
- Q3: When will attention be given to the four bridges in the Collarenebri area?
- Town Bridge (Rocky Ford)
- Thalaba Bridge (35kms out of the Merrywinebone Road – RR329)
- Garwin Bridge (8kms out on the Cryon Road – SR5)
- Thalaba Bridge (15kms out on the Cryon Road (SR5)
- Q4: Who maintains the Collarenebri Swimming Pool during the off season?
- Q5: Can the old road gravel be donated to the Collarenebri School for school grounds?
- Q6: Can a memorial plaque be placed on a rock at the shelter in the Collarenebri Cemetery in memory of John Torrens?

Clr Taylor

- Q1: Does the Ranger require any additional funding/assistance following the recent dog attacks on sheep at Opal Downs?
- Q2: Who is responsible for the cleaning of the toilet at the RV stop in Lightning Ridge, it requires immediate attention.

Clr Turnbull

- Q1: Can the trees along Pandora Street (Opal Caravan Park side) be trimmed?
- Q2: Can the bridge approaches across the whole shire be inspected for maintenance and safety issues?
- Q3: The culvert at the 50km post towards Lightning Ridge needs attention. Can all culverts across the shire be inspected for maintenance and safety issues?

Clr Keir

- Q1: Can the Walgett Showground Kitchen facility be inspected? There are a number of maintenance issues, including water leaks, faulty stoves/ovens and general cleanliness.
- Q2: Does Council own mobile advertising lights/signs? Can they be hired to Shire Committees and what is the cost?

Clr Walford

- Q1: Can handrails be installed in the disability toilet at the Lightning Ridge Bore Baths?

Clr Woodcock

- Q1: Can inspections be carried out of the footpaths in Morilla Street, Lightning Ridge? There have been two slip and trips in recent weeks due to uneven footpaths.

Clr Cameron left the meeting at 4:06pm and did not return.

**Close of Meeting**

The meeting closed at 4:20pm.  
To be confirmed at the next meeting of Council.

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Mayor

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General Manager

DRAFT

## **8. REPORTS OF COMMITTEES/DELEGATES**

## 9. 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> |

## **10. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**



## 11. REPORTS FROM OFFICERS

### 11.1 GENERAL MANAGER

#### 11.1.1 COUNCIL'S DECISION ACTION REPORT – May 2019

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

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**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.

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

**Attachment:**

Resolution Register

**WALGETT SHIRE COUNCIL AGENDA – 30 July 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> |  |
| 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>RFT to be advertised w/e 7<sup>th</sup> June 2019</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>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 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>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |
| 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>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| 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 building asset for the Collarenebri Sports Ground as per concept proposal and the Council shall accept liability for ongoing future maintenance</p>                                                                                                                                                                                                                                                                               | CFO  | <p>5.2.18 Proposal in the planning phase</p> <p>17.4.19 Kiosk and amenities building under construction</p> <p>Construction of shed complete, quotations are to be sought for lining and fit out of kiosk and toilets.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |

**WALGETT SHIRE COUNCIL AGENDA – 30 July 2019 – ORDINARY COUNCIL MEETING**

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |      |                                                                                                                                                                                                                                                                             |  |
|----------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 8.02.18  | 1/2018/2   | <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Defer any Special Rate Variation Application to IPART to fund the upgrade of the strategic rural road network until such time as there is majority support for such a proposal.</li> <li>2. Continue to work with the community to achieve a greater level of understanding of the cost and level of services and facilities it provides.</li> <li>3. Lobby relevant state agencies to address an adequate level of maintenance of the road infrastructure network on the opal fields</li> <li>4. Concentrate on providing a consistently high quality water supply to all towns within the Shire.</li> <li>5. Arrange for an independent community satisfaction survey to be undertaken within the next six months.</li> <li>6. Investigate the re-establishment of precinct committees.</li> <li>7. Lobby the State Government to open Opal Prospecting Area (OPA) 4.</li> </ol> | GM   | <p>19.03.18 ongoing</p> <p>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.</p>                                                                            |  |
| 13.02.18 | 2/2018/33  | <ol style="list-style-type: none"> <li>1. That Council rejects the request for water connection to the property on Lot 100 DP 1076808 since it is located in a non-urban residential zone, and current relevant policy does not permit such connections.</li> <li>2. The Director of Environmental Services to provide a report to the March Council meeting in relation to the illegal water connections in each town after researching previous reports presented to Council.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                        | DETS | <p>15.02.18 Applicant advised of resolution</p> <p>12.12.18 Refer to resolution 14/2018/17</p>                                                                                                                                                                              |  |
| 27.03.18 | 3/2018/25  | <ol style="list-style-type: none"> <li>1. That Council receives and notes the report.</li> <li>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.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | DETS | 12.12.18 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   | <p>19.03.19 Significant issues to be considered &amp; investigated. Higher priorities at this stage.</p> <p>17.06.2019 see 1/2018/2 Above</p>                                                                                                                               |  |
| 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                                                                                                                                                                                                    |  |
| 26.06.18 | 10/2018/30 | <p>That Council (a) Conduct a broad community consultation meeting with local community and showground user groups to determine if users would like the grandstand replaced, and if community support is for a new grandstand Councils proceeds with (b) (c) and (d),</p> <p>(b) Council call for quotations to demolish the existing Colless grandstand</p> <p>(c) Council acquire quotations for the construction of 3 X 5 Tier X 6 m wide prefabricated grandstand system to be erected on the site of the old Colless grandstand.</p> <p>(d) The new structure be called the "Colless Grandstand".</p>                                                                                                                                                                                                                                                                                                                                        | CFO  | <p>21.8.18 A second community meeting to be arranged for late September 2018</p> <p>12.12.18 Report to December Council Meeting</p> <p>17.4.19 RFT under development. Tenders for work to be called.</p> <p>Tender to be advertised w/e 7<sup>th</sup> June 2019.</p>       |  |
| 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                                                                                                                                                                                            |  |
| 30.10.18 |            | <p>That Council consider and, if appropriate, endorse projects to be applied for under the Extension of Drought Communities Programme or seek nominations of projects from community for consideration at the November meeting</p> <p>Council endorses the following projects (in no particular order)</p> <ul style="list-style-type: none"> <li>• Fencing of the Burren Junction landfill - \$80,000</li> <li>• Extension of the Town Beautification Projects: Walgett – Wee Waa Street and Lightning Ridge – Opal Street - \$350,000 each project</li> <li>• Replacement of the boat ramp at Collarenebri - \$150,000</li> </ul>                                                                                                                                                                                                                                                                                                               | DETS | <p>19.03.19 Wee Waa St, Walgett &amp; Opal St L.R - Tender report on 26 March agenda</p> <p>19.03.19 Boat Ramp – in progress</p> <p>16.06.19 Boat Ramp completed, Opal Street completed under this funding, drainage improvement will be completed by end of June 2019.</p> |  |

**WALGETT SHIRE COUNCIL AGENDA – 30 July 2019 – ORDINARY COUNCIL MEETING**

|          |           |                                                                                                                                                                                                                                                                                                                                 |      |                                                                                                                                                                                                                                                                                                                                    |  |
|----------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|          |           | <ul style="list-style-type: none"> <li>Drainage improvements at Rowena - \$60,000</li> </ul>                                                                                                                                                                                                                                    |      |                                                                                                                                                                                                                                                                                                                                    |  |
| 18.03.19 | 1/2019/11 | <p>That Council</p> <p>(a) name the Park in Opal Street, Lightning Ridge, "Opal Park"</p> <p>(b) Application be made to the Geographical Names Board for registration of the parks name, "Opal Park"</p>                                                                                                                        | CFO  | 17.419 Council have approved name change. Application to be submitted.                                                                                                                                                                                                                                                             |  |
| 18.03.19 | 1/2019/18 | <p>That Council</p> <p>(a) Receive and note the Lightning Ridge Feasibility Study</p> <p>(b) That Council consider its options, for adoption at the March 2019 meeting</p>                                                                                                                                                      | DETS | 16.06.19 The PEECE Pty Ltd is holding a Community consultation on 19.06.19 in Lightning Ridge Bowling Club                                                                                                                                                                                                                         |  |
| 18.03.19 | 1/2019/23 | <p>That Council;</p> <p>1. Endorse the Weir raising project in accordance with the approved Safe and Secure funding project</p> <p>2. Continues to investigate options for providing improved water supply security for Walgett.</p>                                                                                            | 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. |  |
| 18.03.19 | 1/2019/25 | <p>That Council adopt the alternative solution 4, as outlined in the report.</p>                                                                                                                                                                                                                                                | 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                                |  |
| 03.04.19 | 2/2019/12 | That Council approve a contribution of \$3,500 to the International Opal Jewellery Design Awards Association Inc. as advertised in the 18/19 Operational Plan.                                                                                                                                                                  | CFO  | Paid for the 18/19 financial year                                                                                                                                                                                                                                                                                                  |  |
| 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                                                                                                                                                                                                           |  |
| 03.04.19 | 2/2019/21 | That Council note the Building Future Communities Project brief and the intended dates for the workshops.                                                                                                                                                                                                                       | DES  | 17.06.19 Workshops in June 19                                                                                                                                                                                                                                                                                                      |  |
| 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  | 24.3.19 DES to notify DoPE formally<br>09.07.2019 DES has a formal discussion with DoPE 9.7.19 regarding this matter.<br>Formal notification to DoPE to follow by end of July 2019.                                                                                                                                                |  |
| 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  | 24.3.19 Strategy under amendment for formal final submission                                                                                                                                                                                                                                                                       |  |
| 03.04.19 | 2/2019/29 | That the Council fund the refurbishment of the Colless Grandstand from Council's accumulated working capital.                                                                                                                                                                                                                   | CFO  | Tender advertised w/e 7 <sup>th</sup> June 2019                                                                                                                                                                                                                                                                                    |  |
| 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.                                                                                                                                                                                                                                      |  |
| 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                                                                                                                                                                                                                                                                                                       |  |
| 25.06.19 | 5/2019/4  | That the Council write to the State Government Ministers requesting a one off payment of Shire Rates for the Walgett Shire, due to the length of present drought.                                                                                                                                                               | CFO  |                                                                                                                                                                                                                                                                                                                                    |  |
| 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                                                                                                                                                                                           |  |

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

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

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### 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:

#### 20 May 2019

- *19-11 Release of IPART Reports into rating and compliance matters for consultation*
- *19-12 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*
- *19-13 The development of template social media and councillor/staff interaction policies – initial consultation*
- *19-14 Recent amendments to the Local Government Act 1993*
- *19-15 End of Year Financial Reporting 2018-19*

### 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.

## Circulars Received From the NSW Office Of Local Government

### Recommendation:

That the information contained in the following Departmental circulars 19-11 to 19-15 from the Local Government Division Department of Premier and Cabinet be received and noted.

### Moved:

### Seconded:

### Attachments:

Circulars



Office of  
Local Government

## Circular to Councils

|                             |                                                                                         |
|-----------------------------|-----------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-11 / 21 June 2019 / A646642                                              |
| <b>Previous Circular</b>    | 14-23                                                                                   |
| <b>Who should read this</b> | Councillors / General Managers                                                          |
| <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>      | Response to OLG                                                                         |

### Release of IPART Reports into rating and compliance matters for consultation

#### What's new or changing

- The Government is releasing the final reports on three IPART reviews for feedback prior to developing final responses including:
  1. Review of the Local Government Rating System,
  2. Review of Reporting and Compliance Burdens on Local Government, and
  3. Review of Local Government Compliance and Enforcement.

#### What this will mean for your council

- Councils are encouraged to provide feedback on the recommendations in each report by the relevant closing dates to further inform the Government's response.

#### Key points

- The reviews focused on complex areas of government regulation that require detailed consideration.
- Together the recommendations propose changes to local government which, if implemented, will have a significant impact on councils and communities.
- Some of the recommendations have already been implemented through other reform initiatives. These are clearly identified in the consultation materials.
- There are also a number of recommendations that the government has ruled out, because they may have adverse impacts on vulnerable members of the community, affect regional jobs and economies, or substantially increase costs for taxpayers and the broader community.
- These matters are marked "Not for consultation" on the feedback form.
- Closing dates for submissions have been staggered to allow councils, businesses and other community members time to consider each report individually.

| IPART Review report                                            | Consultation closes | Contact email address (for queries) |
|----------------------------------------------------------------|---------------------|-------------------------------------|
| Review of the local government rating system                   | 13 September 2019   | lgratingsystem@olg.nsw.gov.au       |
| Review of reporting and compliance burdens on local government | 25 October 2019     | lgregburdens@olg.nsw.gov.au         |
| Review of local government compliance and enforcement          | 15 November 2019    | lgenforcement@olg.nsw.gov.au        |

**Where to go for further information**

- Further information can be found on OLG's website at [www.olg.nsw.gov.au/strengthening-local-government/ipart-local-government-reports-consultation-2019](http://www.olg.nsw.gov.au/strengthening-local-government/ipart-local-government-reports-consultation-2019), including links to the reports, a short Consultation Guide on each report and online feedback forms.
- Feedback should be provided via the feedback form on the website.
- Questions on the consultation process for each report may be sent to the relevant email address above or by contacting OLG's Policy Team on 02 4428 4100.



**Tim Hurst**  
**Chief Executive**

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Office of  
Local Government

## Circular to Councils

|                             |                                                                                                                                                                                 |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-12 / 27 June 2019 / A652969                                                                                                                                      |
| <b>Previous Circular</b>    | 19-02 IPART review of the costs of conducting local government elections 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.au">olg@olg.nsw.gov.au</a>                                                                             |
| <b>Action required</b>      | Information                                                                                                                                                                     |

### 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

#### What's new or changing?

- The Government has asked the Independent Pricing and Regulatory Tribunal (IPART) to review the costs of conducting local government elections in NSW. IPART is now seeking feedback on its recommended changes to what councils pay for election services provided by the NSW Electoral Commission (NSWEC). IPART's draft report and other information is available on IPART's website [here](#).
- The *Local Government Act 1993* (the Act) has been amended to extend the timeframes for councils to make a decision on the administration of their September 2020 ordinary elections so that these decisions may be made in light of the outcomes of IPART's inquiry.
- Other amendments made to the Act mean that councils are no longer able to administer their own elections. If councils do not enter into an election arrangement with the NSWEC, they must engage an electoral services provider to administer their elections.

#### What this will mean for your council

- IPART has invited councils and other interested parties to make a submission to its draft report by **19 July 2019**. Submissions can be made via IPART's online submission form [here](#).
- IPART is also holding a public forum on **2 July 2019**. Councils can register [here](#) to attend the public forum.
- IPART is due to provide its final report to the Minister for Local Government by Friday **30 August 2019**.
- Under the amendments to the Act, councils must make a decision on the administration of their September 2020 ordinary elections no later than **1 October 2019** and enter into an election arrangement with the NSWEC no later than **1 January 2020**. If councils do not enter into an election arrangement with the NSWEC for the administration of their elections, they must engage an electoral services provider to administer their elections.
- As previously noted in the FAQ attached to circular 18-43 "*Council decisions on the administration of the September 2020 elections*", issued on 12 December 2018, new preference counting rules that come into effect at the

next council elections mean that it will no longer be possible for votes to be manually counted making it impossible for councils to administer their own elections without the assistance of an expert electoral services provider (either the NSWEC or a commercial provider).

#### Key points

- Among other things, IPART is recommending that councils meet the “efficient” costs of contestable election services provided by the NSWEC on the following basis:
  - the direct costs of contestable services are allocated to individual client councils
  - indirect costs of contestable services are allocated to all client councils, mostly on a per-electoral basis
  - the NSW Government pays for non-contestable election services (because no mechanism exists to charge for these services), with the exception of ‘enrolment’ activities (eg the provision of a paper or electronic copy of the residential roll to councils) - these should continue to be paid for by both client and non-client councils.
- Other recommended reforms include:
  - the mandatory unbundling, component pricing and offering of the NSWEC’s individual local government election services, with the NSWEC providing binding quotes for each individual election service
  - the establishment of independent regulatory oversight of the performance of all providers
  - reducing the period before an election by which a council has to resolve to engage the NSWEC from 18 months to 9 months
  - provision of assistance to councils to further develop their election management capabilities through a training program delivered by OLG
  - legislative change to ensure that a council’s general manager becomes responsible for producing a valid election result if and when the council ceases to engage the NSWEC for all election services.

#### Where to go for further information

- Further information on IPART’s review of the costs of local government elections, including the draft report and contact details is available on IPART’s website [here](#).
- Alternatively contact OLG’s Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).



**Tim Hurst**  
**Chief Executive**

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Office of  
Local Government

## Circular to Councils

|                             |                                                                                                  |
|-----------------------------|--------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-13 / 2 July 2019 / A638146                                                        |
| <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> | Councillors / General Managers / All council staff                                               |
| <b>Contact</b>              | Council Governance / (02) 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Response to OLG                                                                                  |

### The development of template social media and councillor/staff interaction policies – initial consultation

#### What's new or changing

- In support of the prescription of the new *Model Code of Conduct for Local Councils in NSW*, the Office of Local Government (OLG) is developing template policies on social media use and councillor/staff interactions.
- The template policies will be designed to be policies that incorporate and reflect best practice in the sector using a "best of breed" approach to existing council policies.
- The template policies will not be mandatory and councils will be free to choose whether to use them or to adapt them for their own purposes. If adopted, the policies will operate to supplement the provisions of councils' adopted codes of conduct.
- OLG is inviting councils to identify other template governance policies they would like OLG to develop.

#### What this will mean for your council

- To assist in the development of template policies, OLG is seeking the following from councils:
  - copies of or links to councils' policies on social media use;
  - copies of or links to councils' councillor/staff interaction policies; and
  - suggestions on what issues and behaviours should be addressed in each of the template policies.
- OLG is also inviting submissions from councils on what other template governance policies they would like to see OLG develop for their use.
- Submissions may be made by email to [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).
- Submissions should be labelled 'Template Policy Consultation' and marked to the attention of OLG's Council Governance Team.
- Submissions should be made by COB **Friday 26 July 2019**.

#### Key points

- Information gathered during the initial consultation will be used to develop drafts of the template policies.
- OLG will consult further with the sector on the drafts of the template policies.

**Where to go for further information**

- 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)



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

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Office of  
Local Government

## Circular to Councils

|                             |                                                                                                                                                                                                       |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-14 / 10 July 2019 / A652389                                                                                                                                                            |
| <b>Previous Circular</b>    | 19-12 – <i>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</i> |
| <b>Who should read this</b> | Councillors / General Managers                                                                                                                                                                        |
| <b>Contact</b>              | Policy/Governance Teams / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>                                                                                                   |
| <b>Action required</b>      | Council to Implement                                                                                                                                                                                  |

**Recent amendments to the *Local Government Act 1993*****What's new or changing**

- The *Local Government Amendment Act 2019* was assented to on 24 June 2019 and a number of provisions came into effect on 25 June 2019.
- This has amended the *Local Government Act 1993*, including:
  - enabling the Minister to extend the rates path freeze for an additional 12 months for those councils formed in 2016 that need more time to consult with communities about rating harmonisation; and
  - extending the 'cut-off date' for councils to make a decision on the administration of elections in 2020, and to require councils that do not enter into an arrangement with the Electoral Commissioner to engage an electoral services provider to administer elections (See *Circular 19-12*).
- Further changes have also come into effect, or will come into effect in future by proclamation, as indicated below.

**What this will mean for your council**

- Councils have until 1 October 2019 to resolve to enter into arrangements with the Electoral Commissioner, or an electoral services provider, to administer the 2020 ordinary council elections, and have until 1 January 2020 to enter into these arrangements (**commenced**).
- Councils formed in 2016 will be have their rate path freeze extended until 1 July 2021, unless they resolve to apply to the Minister to vary the existing rates path freeze determination and the determination is varied (**commenced**).
- The tendering threshold, below which councils do not have to undertake a competitive tendering process, has been increased to \$250,000. However, the threshold for contracts involving services provided by council employees at the time of entering the contract remains at \$150,000 (**commenced**).
- The *Public Interest Disclosures Act 1994* has been amended with the intention of allowing councils to report on their obligations under that Act in their own annual reports under the *Local Government Act 1993*, rather than by the current requirement to table a special report in Parliament (**commenced**). Councils should also note that further changes to relevant legislation and regulations will be made to facilitate this.
- Councils can procure the services of pre-qualified disability employment organisations approved under the *Public Works and Procurement Act 1912*, without having to go to tender (**commenced**).

- Councils should also note that the Minister intends to enable, by a future regulation, councils to access the *National Prequalification System for Civil Construction (Roads and Bridges) Contracts* after further consultation.
- Councils are able to delegate regulatory functions to another council, and to joint organisations of which they are not a member, with approval of that council or joint organisation. Further, joint organisations will be able to sub-delegate regulatory functions to their committees, in addition to their Executive Officer (commences by proclamation).
- Regulations are able to be made to exempt councils from the need to publicly notify fees relating to certain defined commercial activities and from the need to determine those fees based on an adopted pricing methodology. This will ensure councils are not placed at unfair disadvantage during commercial negotiations (commences by proclamation).
- Regulations are able to be made to prescribe a scheme for mutual recognition of council approvals for regulatory activities issued under section 68 of the Act (commences by proclamation).

#### Key points

- The Office of Local Government (OLG) has provided a separate Circular to Councils about the new provisions in relation to elections (See *Circular 19-12*).
- New councils that need it will be able to seek more time to consult with local communities about rating harmonisation. OLG will write to all new councils shortly about what this means for them and next steps.
- OLG will consult further with local government before preparing regulations to support amendments that commence by proclamation. This includes potential regulations about sharing regulatory services, mutual recognition of approvals and exemptions from regulatory requirements for certain commercial activities.

#### Where to go for further information

- Further information can be found on OLG's website [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).
- A copy of the amendment Act may be found on the NSW Legislation website [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au).
- For further information, contact OLG's Governance Team (elections and procurement) and Policy Team (all other matters) on 02 4428 4100.



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

Office of Local Government | Department of Planning, Industry and Environment  
5 O'Keefe Avenue NOWRA NSW 2541  
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Office of  
Local Government

## Circular to Councils

|                             |                                                                                                      |
|-----------------------------|------------------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 19-15 / 15 July 2019 / A647408                                                           |
| <b>Previous Circular</b>    | 18-17                                                                                                |
| <b>Who should read this</b> | General Managers / Finance & Rating Staff / JO Executive                                             |
| <b>Contact</b>              | Performance Team / 02 4428 4100 / <a href="mailto:finance@olg.nsw.gov.au">finance@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Councils and Joint Organisations to apply the 2018-19 end of year financial reporting arrangements.  |

### End of Year Financial Reporting 2018-19

#### What's new or changing

- End of year financial reporting information has been updated for 2018-19.

#### What this will mean for your council

- Councils need to review the attached end of year financial reporting information and apply it when completing the Financial Statements and Financial Data Return (FDR).

#### Key points

- Annexure 1 provides information to assist councils prepare 2018-19 Financial Statements.
- Annexure 2 provides information to assist joint organisations (JO) prepare 2018-19 Financial Statements.
- The Financial Data Return (FDR) was emailed to councils on 5 July 2019.
- The Financial Statements and FDR are to be sent electronically to OLG by **31 October 2019**. Detailed instructions on how and where to email these are included in the Annexures.
- GST certificates should be emailed to [finance@olg.nsw.gov.au](mailto:finance@olg.nsw.gov.au) (see Circular 11-23).

#### Where to go for further information

- The *Code of Accounting Practice and Financial Reporting (Code) - Update No. 27* is available on OLG's website at <https://www.olg.nsw.gov.au/strengthening-local-government/supporting-and-advising-councils/accounting-practice>.
- Code of Accounting Practice and Financial Reporting Circular 19-04, issued 29 March 2019.

**Melissa Gibbs**

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

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## **Annexure 1: Information to assist councils prepare 2018-19 Financial Statements**

### **1. Submission of Financial Statements**

- The General Purpose Financial Reports, Special Purpose Financial Reports, Special Schedules and the Auditor's Reports are to be formatted into a single PDF document, titled using the format: "Council name – Financial Statements – 2018-19".
- Submit by **31 October 2019** to [finance@olg.nsw.gov.au](mailto:finance@olg.nsw.gov.au).
- Extension requests need to be from the General Manager and addressed to the Chief Executive, OLG. These are due by COB 17 October 2019. These may be emailed to [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

### **2. Communications during the preparation of financial statements and audit process**

- Finance professionals are encouraged to speak to the Audit Service Providers /Audit Office representatives in relation to any matters that may arise. Early communications are encouraged.
- Councils with audit, risk and improvement committees may consider engaging committee members early to review the financial statements, key accounting estimates and accounting issues prior to audit.

### **3. Pro-forma Accounts**

- Finance professionals are encouraged to prepare proforma financial statements to enable early review of the format, accounting policies and note disclosures. This will aid in the timeliness of financial reporting.
- We encourage councils to identify opportunities to declutter the financial statements by removing any unnecessary notes and streamlining disclosures.

### **4. Code of Accounting Practice and Financial Reporting (Code) – Update No. 27**

- The Code must be used to prepare the annual financial statements in accordance with the *Local Government Act 1993* (Act) and the *Local Government (General) Regulation 2005* (Regulation).
- The Code and supporting materials are available on the OLG website at <https://www.olg.nsw.gov.au/strengthening-local-government/supporting-and-advising-councils/accounting-practice>.
- Contact Performance Team on 02 4428 4100 for a Microsoft Word version.

### **5. Financial Data Return (FDR)**

- The 2018-19 FDR was emailed to councils on 5 July 2019.
- Submit by **31 October 2019** to [fdi@olg.nsw.gov.au](mailto:fdi@olg.nsw.gov.au) in an Excel format only.
- The FDR should be accurate and align with the audited financial statements.
- Information from the FDR will be used in the published Time Series Data.

### **6. Statement by Councilors and Management**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
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- The Code requires a Statement by Councilors and Management.
- The Statement in the approved form is in the Code.
- Councils' auditors may require the Statement to be re-signed closer to the date the audit opinion is issued, where there have been significant changes to the financial statements approved for submission to audit.

**7. New Accounting Standards and the impact for Councils**

- It is important that councils assess the impact of the new accounting standards and is adequately prepared for first-time adoption.
- Information relating to changes to AASB 9 Financial Instruments, AASB 16 Leases, AASB 15 Revenue from Contracts with Customers and AASB 1058 Income for Not-for-Profit entities was included in OLG's 2018-19 Financial Reporting Roadshows. A video of OLG's 2018-19 Financial Reporting Roadshows is available for information. Please email [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) for access to this video.
- OLG also issued Circular 18-20 'Guidance to councils on transitioning to the new Australian Accounting Standards' to provide guidance on the financial accounting options councils must elect on transition
- Councils should assess if the impact of the new accounting standards will be material and prepare workpapers to support this assessment. Where possible, council should quantify the impact of new accounting standards that have been issued but are not yet effective.
- Additional information is available from the Australian Accounting Standards Board at [www.aasb.gov.au](http://www.aasb.gov.au).

**8. Asset valuations and fair value assessments**

- Councils should ensure early commencement and completion of asset revaluations.
- Fair value assessments need to be conducted annually.
- Adequate documentation needs to be available to the auditors.
- The necessary documentation should be agreed with the auditor prior to year-end.
- Restrictions on asset use, especially for community land and land under roads, should be taken into account when assessing valuation.
- NSW Valuer General's valuations may be used to represent fair value of community land. Councils will then need to separately consider any improvements made to community land in the overall fair value assessment.

**9. Indicative Rates for the Purpose of Discounting Cash Flows (Employee Benefits)**

- Employee benefit liabilities expected to be settled more than 12 months after the reporting date must be measured using market yields of Government Bonds - AASB 119 (Employee Benefits).
- Indicative rates of National Government Bonds (Treasury Bonds) are provided on the Reserve Bank website [www.rba.gov.au](http://www.rba.gov.au) by searching "indicative rates".

**10. Index Rates for Water and Sewer**

- Councils should use the most current index rates for water and sewer assets.
- DPI Water releases index rates for water and sewer assets at <https://www.industry.nsw.gov.au/water>.

**11. Domestic Waste Management (DWM)**

- Will not be audited for the 2018-19 year, however councils are required to calculate the reasonable costs charges for domestic waste.
- Following the release of the NSW Audit Office DWM Performance Audit Report, OLG will consider and develop specific guidance for calculating and reporting of these charges.

**12. Infrastructure ratios**

- Building and Infrastructure Renewal Ratio (BIRR) is calculated based on renewal expenditure on specific infrastructure assets identified in the Report on infrastructure assets as documented in the Code.
- Other assets classes, including Work in Progress (WIP) should not be included in the infrastructure ratio calculations.

**13. Council Borrowings**

- The Proposed Borrowing Return should be completed and forwarded to NSW TCorp ([lgs@tcorp.nsw.gov.au](mailto:lgs@tcorp.nsw.gov.au)) Friday 5 July 2019.
- Councils are required to advise the Chief Executive OLG, of amounts borrowed at the time loans are taken out in accordance with clause 230 of the Regulation. Notification can be emailed to [finance@olg.nsw.gov.au](mailto:finance@olg.nsw.gov.au).
- Councils are also reminded of the need to complete the capital expenditure review requirements, as per OLG Circular to Councils 10/34, prior to the drawdown of loan funds.

**14. Restricted funds**

- Section 409 (3) of the Act states that money received as a result of the levying of a special rate or charge may not be used for purposes other than for which the rate or charge was levied. In this case, money received for water or sewer purposes cannot be used within the General Fund.
- Section 410 of the Act requires Ministerial approval to lend (by way of an internal loan) money that is not yet required for the purpose for which it was received.

**15. Council entities**

- Section 358 of the Act requires councils to obtain Ministerial consent before forming or participating in the formation of a corporation or other entity, or acquire a controlling interest in a corporation or other entity.
- In this section of the Act, entity means any partnership, trust, joint venture, syndicate or any other body (whether or not incorporated).

**16. Crown Land**

- We encourage councils to access the Department of Industry's Crown Land portal to download information on the reserves managed by council.

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- The information on the portal should be reconciled against Council's fixed assets register at 30 June 2019
- It is ideal for the download to be performed on 30 June 2019 (or as close as possible) as there is currently no function available on the portal to extract the data at a particular date
- If there are discrepancies, councils should contact the Crown Land Division at the Department of Industry
- For further information, refer to:  
<https://www.industry.nsw.gov.au/lands/reserves/portal>



## **Annexure 2: Information to assist JOs prepare 2018-19 Financial Statements**

### **1. Submission of Financial Statements**

- The General Purpose Financial Reports and the Auditor's Reports are to be formatted into a single PDF document, titled using the format: "JO name – Financial Statements – 2018-19".
- Submit by **31 October 2019** to [finance@olg.nsw.gov.au](mailto:finance@olg.nsw.gov.au).
- Extension requests need to be from the Executive Officer and addressed to the Chief Executive, OLG. These are due by COB 17 October 2019. These may be emailed to [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

### **2. Joint Organisations Supplement to Local Government Code of Accounting Practice and Financial Reporting (Supplement) – Update No. 27**

- The Supplement must be used to prepare the annual financial statements in accordance with the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2005* (Regulation).
- The Supplement is available on the Office of Local Government (OLG) website at <https://www.olg.nsw.gov.au/strengthening-local-government/supporting-and-advising-councils/accounting-practice>.
- Contact Performance Team on 02 4428 4100 for a Microsoft Word version.

### **3. Financial Data Return (FDR)**

- The 2018-19 FDR will be emailed separately to Executive Officers early in the new financial year.
- Submit by **31 October 2019** to [jofdr@olg.nsw.gov.au](mailto:jofdr@olg.nsw.gov.au) in an Excel format only.
- The FDR should be accurate and align with the audited financial statements.

### **4. Statement by Chairperson and Executive Officer**

- The Supplement requires a Statement by Chairperson and Executive Officer.
- The Statement in the approved form is in the Supplement.
- JOs' auditors may require the Statement to be re-signed closer to the date the audit opinion is issued, where there have been significant changes to the financial statements approved for submission to audit.

### **5. Inclusion of Financial Statements in JO Annual Performance Statement**

- JOs are to include a copy of the audited financial statements within its Annual Performance Statement and make available by 30 November.

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### 11.1.3 MONTHLY CALENDAR – AUGUST 2019

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

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**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                                         |
|------------------------------|------------------|----------|-----------------------------------------------|
| 9 <sup>th</sup> August 2019  | BROC Meeting     | Walgett  | Mayor & GM to attend                          |
| 27 <sup>th</sup> August 2019 | Council Meeting  | Walgett  | Councillors, GM and Executive Staff to attend |

### 11.1.4 GENERAL MANAGER ACTIVITIES/MEETINGS – JUNE - JULY 2019

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

**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 during June and July 2019.

- 24 June 19** Biodiversity Conservation training, Walgett
- 25 June 19** Council Meeting, Walgett  
Department Premier & Cabinet, Walgett
- 27 June 19** Meeting with O'Briens, Neirbo Plains  
Meeting with Lees, Tipperaray
- 2 July 19** Western Division Councils, Cobar
- 3 July 19** DPI Office of Water (Aboriginal Village Water)
- 4 July 19** Barwon-Darling CAG, Dubbo
- 5 July 19** Darren Green, Aboriginal Programs, Walgett
- 8 July 19** Jamie Warden, Cumborah Bore
- 9 July 19** CMCC – Clr Batten, Shinton and Woodcock
- 10 July 19** Teleconference, IGA
- 11 July 19** NAIDOC Event, Walgett
- 15 July 19** Meeting with USU, Jamie McKinnon
- 16 July 19** Meeting with Jenni Brammall AOC, LR
- 17 July 19** WH&S Committee Meeting  
MANEX Meeting
- 18 July 19** Meeting with Christine Corby WAMS CEO  
Meeting with David Lane AOC
- 19 July 19** FNWJO Meeting, Dubbo
- 25 July 19** Collarenebri GM Yard Meeting

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



### 11.1.5 VENUE CHANGES FOR COUNCIL MEETINGS IN 2019

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

---

**Summary:**

The purpose of this report is to inform Council of proposed changes to the advertised Council meeting venues for the remainder of the 2019 calendar year and for council to adopt the new meeting venues. The reason for the change is outlined in the report.

**Background:**

Walgett Shire Council adopted the new Model Code of Meeting Practice for NSW at its March 2019 meeting. Councillors undertook training on the new Code of Meeting Practice in February 2019.

A change in the Code is the requirement now for all councils in NSW to webcast their meetings. The requirement takes effect from December 2019 and many councils already webcast their meetings.

The requirement to webcast meetings may be met by posting a video or audio recording of the meeting on councils website. Council intends to undertake the latter option (audio record) and the Office of Local Government OLG have been informed of this.

In 2019 to date Council has held meetings at Walgett in February, April and June; Rowena in March and Collarenebri in May. The August, October and December meetings are scheduled for Walgett with September in Carinda and November in Burren Junction

Council has already invested approx. \$35,000 in setting up the Walgett council chambers for recording purposes. The costs to set up a similar system at other locations would be significantly more due to their remote location and the state of the building structures themselves, ie weather proofing. Consideration would also need to be given to the costs and practicalities of security at these locations.

A portable recording system is not considered practical due to the costs of portable system that would have poor recording quality, setting up and storage of components requirements.

It is therefore recommended that all future monthly Council meetings be held at Walgett Council chambers. For the remainder of 2019 that would mean the September Carinda and November Burren Junction meetings being changed to Walgett. The August, October and December meets are scheduled for Walgett. The dates and times of all meetings remain the same.

There are other benefits to holding all council meetings at Walgett. It is the historical headquarters of the Shire and therefore set up to host dignitaries, citizenship ceremonies and other such events.

It should be noted that the monthly council meetings are formal in nature and permit only limited community interaction. Holding council meetings in Walgett does not preclude the organization from continuing to engage with the community anywhere in the Shire.

Council could consider holding meetings at locations other than Walgett in future years but it would need to consider the requirement for webcasting and the financial and practical implications in doing so and budget accordingly.

The monthly Council meeting venue changes will be publically advertised.

**Current Position:**

Walgett Shire Council does not webcast its meetings.

**Relevant Reference Documents:**

Local Government Act 1993

Model Code of Meeting Practice

A Council Policy will be developed that will cover matters such as privacy and defamation in regards to audio recording of meetings.

**Stakeholders:**

Walgett Shire Council

Younger Shire Community

**Governance Issues:**

Recording of council meetings should support openness, accountability and transparency the cornerstones of good governance.

**Environmental Issues:**

Not applicable

**Financial Implications:**

None if Walgett is the meeting venue, as it is already set up for recording purposes.

**Conclusion:**

That Council approves the two council meeting venue changes as outline in the recommendation below.

| Venue Changes for Council Meetings in 2019                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council approve the following Council meeting venue changes for 2019.</p> <p>24<sup>th</sup> September - Carinda to Walgett</p> <p>26<sup>th</sup> November - Burren Junction to Walgett</p> <p>And that the changes be publically advertised.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

## 11.2 CORPORATE / COMMUNITY SERVICES

### 11.2.1 MONTHLY OUTSTANDING RATES REPORT AS AT 30<sup>th</sup> JUNE 2019

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

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#### **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%.

#### **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> June 2019 is 91.23% which is 0.045% less than the previous year's collection of 91.68%. Collections this financial year have slowed with an increasing number of ratepayers choosing to make longer term payment plans, no doubt a result of the prolonged drought conditions.

#### **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 &amp; Annual Charges as at 30 June 2019

## Report on Rates and Annual Charges - 30 June 2019

|                                                         | 30 June 2019         | 30 June 2018         |
|---------------------------------------------------------|----------------------|----------------------|
| Arrears from previous year                              | 832,246.36           | 729,437.40           |
| Adjustment                                              |                      |                      |
| Sub Total                                               | 832,246.36           | 729,437.40           |
| <b>Current Year Activity</b>                            |                      |                      |
| Legal fees (Including write off's)                      | 70,008.00            | 91,031.58            |
| Adjusted Levy                                           | 9,360,709.99         | 9,150,185.35         |
| Interest (Including write off's)                        | 56,299.43            | 50,910.65            |
| Adjustments (Including Write Off's)                     | (2,953.47)           | (13,692.75)          |
| Sub Total                                               | 9,484,063.95         | 9,278,434.83         |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>10,316,310.31</b> | <b>10,007,872.23</b> |
| Payments                                                | (9,210,435.52)       | (8,996,088.99)       |
| Pensioner Concessions - Govt                            | (100,308.15)         | (98,751.76)          |
| Pensioner Concessions - Council                         | (82,074.96)          | (80,800.93)          |
| Discount                                                | 0.00                 | 15.81                |
| Special Rebate Council                                  | (18,357.50)          | 0.00                 |
| Sub Total                                               | (9,411,176.13)       | (9,175,625.87)       |
| <b>Total Remaining Levy</b>                             | <b>905,134.18</b>    | <b>\$832,246.36</b>  |
| Current                                                 | 483,972.44           | 430,894.00           |
| Arrears                                                 | 353,677.18           | 311,577.18           |
| Interest b/f from previous years                        | (133,069.92)         | (127,136.35)         |
| Current year interest                                   | 40,477.06            | 39,143.87            |
| Legals                                                  | 160,077.42           | 177,767.66           |
| <b>Total Remaining Levy</b>                             | <b>905,134.18</b>    | <b>\$832,246.36</b>  |
| <b>Variance</b>                                         | <b>0.00</b>          | <b>-\$0.00</b>       |
| <b>Total YTD Collected</b>                              |                      |                      |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 91.23%               | 91.68%               |
| Collected YTD % of Levy                                 | 97.11%               | 96.96%               |

**11.2.2 CASH ON HAND AND INVESTMENT REPORT**

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

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**Summary:**

This report provides a summary and analysis of Council's cash and investments for the period ending 30<sup>th</sup> June 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> June 2019 are compliant with the Relevant Reference Documents and Policies listed later in this report.

**Current Position:**

Council at 30<sup>th</sup> June 2019 held a total of \$33,887,556.77 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.

At the close of the reporting period Council had earned \$893,783.53 in interest including interest accrued to 30<sup>th</sup> June 2019. This result is 100% of the current budget of \$894,077.00 for the financial year and validates Council's current investing strategy.

For the month of June, the total portfolio (excluding cash) provided a solid return of +0.24% (actual), outperforming the benchmark AusBond Bank Bill Index return by +0.10% (actual) for the month. The outperformance continues to be driven by those deposits invested beyond 12 months. However, the higher yielding deposits are maturing quickly and those deposits may likely be reinvested at lower prevailing rates.

| <b>Overall Portfolio Maturity as at 30<sup>th</sup> June 2019</b> |                |                      |                     |                       |                       |
|-------------------------------------------------------------------|----------------|----------------------|---------------------|-----------------------|-----------------------|
| <b>Compliance</b>                                                 | <b>Horizon</b> | <b>Invested (\$)</b> | <b>Invested (%)</b> | <b>Min. Limit (%)</b> | <b>Max. Limit (%)</b> |
| ✓                                                                 | 0 - 365 days   | \$19,887,557         | 58.69%              | 40%                   | 100%                  |
| ✓                                                                 | 1 - 3 years    | \$11,000,000         | 32.46%              | 0%                    | 60%                   |
| ✓                                                                 | 3 - 5 years    | \$3,000,000          | 8.85%               | 0%                    | 40%                   |
| ✓                                                                 | 5 – 10 years   | \$0                  | 0.00%               | 0%                    | 10%                   |
|                                                                   |                | <b>\$33,887,557</b>  | <b>100.00%</b>      |                       |                       |

| Attachment One                                     |                                         |                             |                       |                    |                                  |                                                |
|----------------------------------------------------|-----------------------------------------|-----------------------------|-----------------------|--------------------|----------------------------------|------------------------------------------------|
| Cash and Investments Holdings as at 30th June 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                | 1,376,553                        | Pd Monthly                                     |
| Commonwealth Bank                                  | On Call                                 | 1.20%                       | Monthly               | EOM                | 503,564                          | Pd Monthly                                     |
| Bankwest                                           | On Call                                 | 1.75%                       | Monthly               | EOM                | 4,007,440                        | Pd Monthly                                     |
| <b>Total On-Call Accounts</b>                      |                                         |                             |                       |                    | <b>5,887,557</b>                 |                                                |
| <u>Term Deposits</u>                               |                                         |                             |                       |                    |                                  |                                                |
| Bendigo and Adelaide Bank                          | 10/07/2019                              | 3.10%                       | Maturity              | 10/07/2019         | 500,000                          | \$15,075.34                                    |
| Newcastle Permanent Building Society               | 21/08/2019                              | 3.00%                       | Maturity              | 21/08/2019         | 500,000                          | \$5,301.37                                     |
| ING                                                | 14/09/2021                              | 3.12%                       | Maturity              | 16/09/2019         | 500,000                          | \$12,266.30                                    |
| Bank of Queensland                                 | 20/03/2020                              | 3.30%                       | Maturity              | 16/11/2019         | 1,000,000                        | \$20,432.88                                    |
| ME Bank                                            | 11/05/2022                              | 3.47%                       | Maturity              | 10/05/2020         | 1,000,000                        | \$4,848.49                                     |
| Bank of Queensland                                 | 20/10/2020                              | 3.15%                       | Maturity              | 11/10/2019         | 1,000,000                        | \$22,610.96                                    |
| Bank of Queensland                                 | 7/07/2021                               | 3.15%                       | Maturity              | 2/07/2019          | 1,000,000                        | \$31,327.40                                    |
| Bank of Queensland                                 | 6/07/2022                               | 3.50%                       | Maturity              | 2/07/2019          | 1,000,000                        | \$34,808.22                                    |
| AMP                                                | 7/08/2019                               | 2.80%                       | Maturity              | 7/08/2019          | 1,000,000                        | \$11,046.57                                    |
| Newcastle Permanent Building Society               | 16/02/2022                              | 3.05%                       | Maturity              | 11/02/2020         | 1,000,000                        | \$11,615.07                                    |
| BankVic                                            | 17/07/2019                              | 2.46%                       | Maturity              | 17/07/2019         | 1,000,000                        | \$5,459.18                                     |
| AMP                                                | 27/08/2019                              | 2.80%                       | Maturity              | 27/08/2019         | 1,000,000                        | \$9,435.62                                     |
| AMP                                                | 18/09/2019                              | 2.80%                       | Maturity              | 18/09/2019         | 1,000,000                        | \$22,323.28                                    |
| National Australia Bank                            | 22/11/2021                              | 3.00%                       | Maturity              | 21/11/2019         | 1,000,000                        | \$18,164.38                                    |
| AMP                                                | 1/02/2024                               | 3.15%                       | Maturity              | 1/02/2020          | 1,000,000                        | \$12,858.90                                    |
| Westpac                                            | 4/09/2019                               | 2.35%                       | Maturity              | 4/09/2019          | 1,000,000                        | \$3,412.33                                     |
| AMP                                                | 11/09/2019                              | 2.30%                       | Maturity              | 11/09/2019         | 1,000,000                        | \$1,575.34                                     |
| Bank of Queensland                                 | 12/06/2024                              | 2.55%                       | Maturity              | 12/06/2020         | 1,000,000                        | \$1,257.53                                     |
| Newcastle Permanent Building Society               | 13/04/2022                              | 2.70%                       | Maturity              | 10/07/2019         | 1,000,000                        | \$5,991.78                                     |
| AMP                                                | 13/11/2019                              | 2.70%                       | Maturity              | 13/11/2019         | 1,000,000                        | \$5,473.97                                     |
| ME Bank                                            | 24/07/2019                              | 2.54%                       | Maturity              | 24/07/2019         | 1,000,000                        | \$5,149.59                                     |
| Westpac                                            | 14/08/2019                              | 2.45%                       | Maturity              | 14/08/2019         | 1,000,000                        | \$4,027.40                                     |
| Westpac                                            | 16/10/2019                              | 2.20%                       | Maturity              | 16/10/2019         | 1,000,000                        | \$180.82                                       |
| Westpac                                            | 18/12/2019                              | 2.25%                       | Maturity              | 18/12/2019         | 1,000,000                        | \$184.93                                       |
| <b>Total Term Deposits</b>                         |                                         |                             |                       |                    | <b>22,500,000</b>                | <b>264,827.67</b>                              |
| <u>Variable Rate Deposits</u>                      |                                         |                             |                       |                    |                                  |                                                |
| IMB                                                | 29/07/2020                              | 2.43%                       | Quarterly             | 24/07/2019         | 500,000                          | \$2,230.28                                     |
| IMB                                                | 18/02/2021                              | 2.43%                       | Quarterly             | 14/08/2019         | 500,000                          | \$1,564.52                                     |
| Commonwealth Bank                                  | 20/04/2021                              | 2.92%                       | Quarterly             | 20/07/2019         | 500,000                          | \$2,796.36                                     |
| Commonwealth Bank                                  | 23/08/2021                              | 2.99%                       | Quarterly             | 26/08/2019         | 500,000                          | \$1,434.09                                     |
| Commonwealth Bank                                  | 31/08/2021                              | 2.48%                       | Quarterly             | 28/08/2019         | 500,000                          | \$1,121.46                                     |
| National Australia Bank                            | 4/11/2019                               | 2.44%                       | Quarterly             | 6/08/2019          | 1,000,000                        | \$3,877.26                                     |
| Westpac                                            | 16/11/2021                              | 2.83%                       | Quarterly             | 16/08/2019         | 1,000,000                        | \$3,560.28                                     |
| Newcastle Permanent Building Society               | 2/09/2020                               | 2.42%                       | Quarterly             | 30/08/2019         | 1,000,000                        | \$2,055.34                                     |
| <b>Total Floating Rate Deposits</b>                |                                         |                             |                       |                    | <b>5,500,000</b>                 | <b>\$18,639.58</b>                             |
| <b>Total Cash and Investments</b>                  |                                         |                             |                       |                    | <b>33,887,557</b>                | <b>\$283,467.26</b>                            |

**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

| Counterparty Compliance as at 30 <sup>th</sup> June 2019 |                  |        |                     |              |                |
|----------------------------------------------------------|------------------|--------|---------------------|--------------|----------------|
| Compliant                                                | Issuer           | Rating | Invested (\$)       | Invested (%) | Max. Limit (%) |
| ✓                                                        | AMP Bank         | A      | \$6,000,000         | 17.71%       | 40%            |
| ✓                                                        | BoQ              | BBB+   | \$5,000,000         | 14.75%       | 40%            |
| ✓                                                        | BankVIC          | BBB+   | \$1,000,000         | 2.95%        | 40%            |
| ✓                                                        | Bankwest         | A2     | \$4,007,440         | 11.82%       | 40%            |
| ✓                                                        | Bendigo-Adelaide | BBB+   | \$500,000           | 1.48%        | 40%            |
| ✓                                                        | CBA              | AA-    | \$3,380,117         | 9.98%        | 40%            |
| ✓                                                        | IMB              | BBB    | \$1,000,000         | 2.95%        | 40%            |
| ✓                                                        | ING Bank Aus.    | A      | \$500,000           | 1.48%        | 40%            |
| ✓                                                        | ME Bank          | BBB    | \$2,000,000         | 5.90%        | 40%            |
| ✓                                                        | NAB              | AA-    | \$2,000,000         | 5.90%        | 40%            |
| ✓                                                        | Newcastle PBS    | BBB    | \$3,500,000         | 10.33%       | 40%            |
| ✓                                                        | WBC              | AA-    | \$5,000,000         | 14.75%       | 40%            |
|                                                          |                  |        | <b>\$33,887,557</b> | <b>100%</b>  |                |

**Environmental issues:**

Nil

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Stakeholders:**

Walgett Shire Council

Residents of Walgett Shire Council

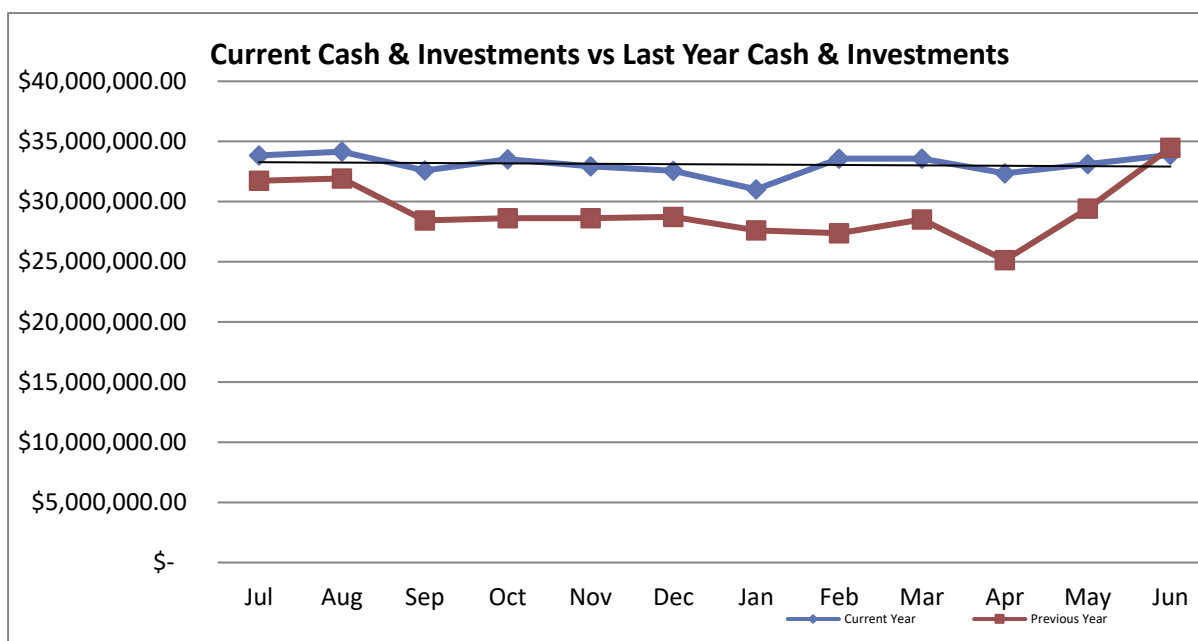
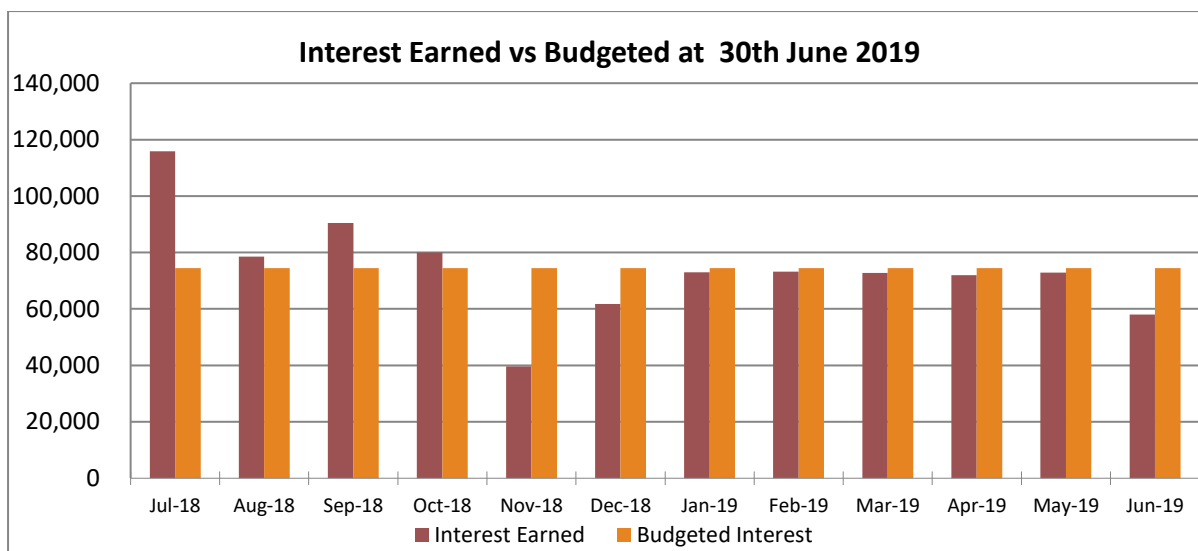
Financial Institutions

**Conclusion:**

As at 30<sup>th</sup> June Walgett Shire Council's total available cash and invested funds totalled \$33,887,557, an increase from 31<sup>st</sup> May 2019. This increase in the total portfolio is attributed largely to the receipt of the advance payment of the Financial Assistance Grant less payments to contractors on major capital works.

Council's portfolio return for the month is above original estimates, largely due to the improved investment strategy allowing for longer term investments and variation in investment products.





#### Note from the Chief Financial officer

During the month the Reserve Bank of Australia cut the cash rate by 25 basis points from 1.25% to 1%. This is the first back to back rate reduction since 2012. The cash rate remained at 1.5% since 2016.

The longer term investments (41.31% of portfolio) will act as a slight buffer against the falling shorter term rates for the remainder of 2019, however interest returns in 2020 are expected to feel the full impact of the 0.5% reduction from the June and July cuts.

#### Certification – Responsible Accounting Officer

- 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 30th June 2019.

Michael J Urquhart

**Chief Financial Officer – Responsible Accounting Officer**

| <b>Cash and Investment Report as at 30<sup>th</sup> June 2019</b>                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation</b></p> <p>That the investment report as at 30<sup>th</sup> June 2019 be received and noted</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments**

Nil

**11.2.3 2019/2020 FEES & CHARGES CORRECTION**

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Michael Urquhart – Chief Financial Officer  
**FILE NUMBER:** 17/61

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**Summary**

The material below provides Council with information to make a decision on the matter of adopting a number of amended fees for 2019/2020.

**Background**

After being on public exhibition for 28 days, Council at its 25<sup>th</sup> June 2019 Ordinary meeting formally adopted the Operational Plan for 2019/2020 and the Fees and Charges. Council did not receive any submissions regarding the fees and charges during the exhibition period.

**Current Position**

Unfortunately, some of the fees and charges require amendment and there is one (1) new fee for waste services.

| Page No                                 | Description                                                                                                                                 | 19/20<br>Adopted<br>Fee Incl<br>GST | Revised<br>Fee for<br>19/20 Incl<br>GST | Unit<br>Rate                            |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-----------------------------------------|-----------------------------------------|
| <b>16 of 38<br/>New fee</b>             | Standard Lawn Cemetery Plaque and Installation                                                                                              | NIL                                 | At Cost                                 | N/A                                     |
| <b>16 of 38<br/>Removal<br/>of note</b> | Removal of note advising: A standard lawn cemetery plaque up to the value of \$200.00 and its installation is included in the interment fee | N/A                                 | N/A                                     | N/A                                     |
| <b>11 of 38<br/>Amended<br/>fee</b>     | Truckwash Fee                                                                                                                               | \$11.00 per<br>half hour            | \$20.00 per<br>half hour                | N/A                                     |
| <b>11 of 38<br/>Amended<br/>fee</b>     | Truckwash<br>Water usage –                                                                                                                  | \$5.50                              | \$5.50                                  | Should<br>read<br>minimum<br>not per kl |
| <b>34 of 38<br/>New fee</b>             | Un-contaminated waste water                                                                                                                 | NIL                                 | \$80.00                                 | Per<br>tonne                            |

**Relevant Reference Documents/Policies**

Local Government Act 1993

Operational Plan – Schedule of Fees and Charges 2019/2020

**Governance Issues**

Council will ensure it remains fair, equitable and transparent in the process of making the rates and fees and charges annually and has meet requirements of Section 532 of the Local Government Act 1993 NSW

**Environmental issues:**

There are no identified environmental issues relating to this matter.

**Stakeholders:**

Walgett Shire Residents  
 Walgett Shire Council

**Financial Implications:**

While the increase in the above mentioned fees is minimal, Council should adopt the changes to maintain uniform increases with all fees and charges.

**Alternative Solutions/Options:**

Council not increase the attached fees for 2019/2020.

**Conclusion:**

The Chief Financial Officer recommends to Council the above mentioned fees be placed on public exhibition for a period of 28 days calling for public comment

| 2019/2020 Fees & Charges Correction                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation</b></p> <p>That Council place the amended fees and charges on display for a period of 28 days, calling for public comment.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

## 11.2.4 COMMUNITY DEVELOPMENT & CAPACITY BUILDING – MAY – JUNE 2019

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** George McCormick – Manager Community Development  
**FILE NUMBER:** 09/1763

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### **Summary:**

During this reporting period community services and development managed projects related and targeted community engagement, cultural development and recognition, group capacity building, Aboriginal and Multicultural Affairs, Senior's events, facilitating and supporting collaborative events targeting youth & early childhood initiatives.

### **Background:**

This report summarises project progress and outcomes of our community and youth development teams, libraries and associated services, Aboriginal and Multicultural Affairs and delivery to communities across the Shire during the reporting period May- June 2019

### **Current Position:**

During the reporting period Councils community development team incorporating, Youth Services, Libraries services, Aboriginal affairs, Seniors, multi-cultural affairs, disabilities and capacity building of all residents has aligned programs, initiatives and opportunities with *Council's Community Strategic Plan 2017-2027*.

### **Community support and capacity building:**

#### *Drought Initiatives:*

Council community and youth development staff implemented the final phase of the *Busting the Dust Initiative* across the Shire recently. The Initiative, funded through the Primary Health Network has engaged outstanding numbers of community members through a strategic approach focusing of engagement, social connection and education. Activities involved free pool entries, specific festival events in each community, weekend pool pass and supporting entry of community members/ families into the local Walgett Show.

This final phase targeted education and wellbeing in the way of free Mental Health First Aid training across the Shire at three locations. The Internationally accredited two day training sessions was completed by forty-three (43) community members.

#### *Partnerships and programs:*

Partnerships with services on all levels continue to strengthen as does the quality of programs to community.

During this reporting period the department has facilitated and supported the following:

- Completed: Busting the Dust: initiatives & program delivery as per agreement
- Completed: National Youth Week Programs with outstanding outcomes
- Supporting minority community groups through Library programs and skill enhancement
- Sustained community governance through Walgett Inter Agency/ Lightning Ridge and Collarenebri Interagency – (WIAG chairperson, support of community function/ needs and program implementation.)
- Developed and initiated three (3) NAIDOC-Working Groups
- Continued implementation of School 2 Work Program

- Delivered Youth Centre activities in the three larger communities
- Implemented series of Dance Parties, Art comps across the Shire
- Developed July 19 Holiday programs with youth and young people
- Partnership support PCYC: Nations of origin 19, boys Didgeridoo program, GubuRa girls dance group.

**Aboriginal and Multi-Cultural Affairs:**

Our NAIDOC celebrations this year will take place between the 7<sup>th</sup>- 14<sup>th</sup> July with this year's theme *"Voice, Treaty, and Truth": Let's work together for a shared future*

Council has formed NAIDOC working groups in each community to deliver jam packed community oriented initiatives and celebrations during the week of recognition. Programs, events and opening have been broadly advertised and a full report shall be included in next report to Council.

The Aboriginal Liaison & Community Development Officer (ACDLO) continues to play a key role within Council aiding in building and supporting relationships across community.

The position continues to partner and support local CDAT'S, DV Committee, Inter Agency Meetings and working groups, working in support of service providers addressing a range of needs of our residents.

*Note: Our current Aboriginal Liaison & Community Development Officer of three years Mr Stephen Ruttley has informed he will retire in November this year.*

**After School Activities/ Youth Centre's:**

Youth Centers are continuing operating from 3pm -6pm for afterschool activities with a significant increase with youth numbers with each youth center averaging up to 18 to 24 youth /young people attending each day. Each youth center is very fortunate to have two female workers and 1 male worker in an employee status and in-avertedly acting as role models for our future up and coming community members and leaders.

Each Youth center has different activities running as they need to accommodate for different needs and resources as well as what is happening in their communities.

**Walgett Youth Centre**

Afternoon excursions have been offered of late however in the warmer months young people engage at the swimming pool and in the cooler months they have been utilizing the skate park and football fields, supporting their artistic talents our young people are getting involved in creative arts workshops.

**Lightning Ridge Centre:**

Young people have been involved with a community event 'Paint the town READ', an initiative focusing on improving low literacy and numerous levels. This has proven an engaging program of an afternoon for the Youth/Young people. As Lightning Ridge youth services are still operating from the Aboriginal Child and Family Centre, limited space and with the larger numbers attending the center they have been utilizing the swimming pool, football and tennis courts as well as the park in Opal Street.

**Collarenebri:**

Young people were involved in the 'Car boot sale' raising money for a much needed Dialyses machine for the community. The youth/young people spent their afternoons cooking up a storm for the 'Car boot sales'. Supporting standard programs they have also been utilizing the swimming pool in the warmer

months and the skate park. All centers were involved with National Graffiti Day, the Collarenebri team had 15 youth/young people involved with removing graffiti from their parks, skate parks and footy ovals.

#### **Youth Week 2019:**

Another outstanding program, acquittal submitted to NSW Participation and Inclusion Branch for evaluation and potential finalists in NSW Local Government Youth Week Awards 2019. This year's Local Government Youth Week Award will be staged at Swissotel, Market Street, Sydney

- Full report to be tabled at this meeting.

#### **Local Government Week 29<sup>th</sup> July- 4<sup>th</sup> August**

LG Week presents an opportunity to move the conversation beyond roads, rates and rubbish and highlight how closely Walgett Shire Council is involved in our community.

Everything from council-managed youth and holiday centers, libraries, cemeteries, sports fields and pools, to food safety checks, building and development and pet registrations – all operated by council. It's also an opportunity to highlight the sector as a whole.

Council will offer its LG information sessions and community BBQ here in Walgett on the front lawns of Council on the 29<sup>th</sup> July 11am – 1.30pm. All departments of Council will have information available to the public.

#### **Walgett Shire - School 2 Work Program:**

Walgett Shire's school to work initiative continues to engage and upskill our youth/young people in the program, we currently have 3 students in Walgett. One student working at the Youth Center in Collarenebri and one student waiting to join the outdoor crew with the potential of another to start after the school holidays. We are still currently working with Lightning Ridge Central School to get the program up and running again there.

#### **Youth Council**

Walgett Shire Youth Council had their second AGM in Lightning Ridge on Friday 29/03/19 with representatives from Lightning Ridge and Walgett attending. Unfortunately unforeseen circumstances prevented Collarenebri from attending. However, 19 youth/young people attended providing valuable input into their meeting, consulting and coming together to design their new Youth Council shirts which they can wear proudly, giving them a sense of belonging and ownership. They also locked away the Youth Week Program and planned evaluation opportunities. Next Youth Council meeting will be on the 25/07/19 after the school holidays in Collarenebri.

#### ***Libraries and services:***

##### **Walgett**

##### **Patrons and usage**

Public libraries play an important role in their respective communities, and are fundamentally important informational, educational, cultural, and social institutions. In an increasingly digital world, libraries roles have changed and become community and cultural centres as well.

Our shire libraries offer a range of materials that you can access free of charge including books, newspapers and magazines, DVD's and audio books as well as ebooks. Also available are free

programs and resources ranging from early childhood, community interest, education, literacy, and recreational programs that cover a multitude of interests and topics suitable for everyone.

You can use the computers to access the internet and Microsoft Office, plus printing and scanning facilities. Free wifi is available at both branches. The library provides free 24/7 access to our eResources including eBooks, eMagazines via an internet connection.

New members for the reporting period totalled (30) boosted by (29) members re-registering giving a total of 816 current members. During this three month reporting period 1169 items were borrowed from the Library and 293 computer bookings were placed.

### **Preschool literacy**

Coolabah kids Long Day Care Centre visit the Library every Tuesday to participate in story time, age appropriate art and craft and borrow books.

Bulk borrowing to all preschools takes place each term as this helps to encourage children's early literacy skills that help them to continue to develop listening and speaking skills.

Every term picture books are delivered to the three preschools in Walgett that are relevant to their current learning topics.

### **Library programs:**

Tuesday mornings Council host the knitting/coffee club, with 10 members engaged in the program. Currently the group are busy hand knitting vests for premature babies and exhibits for our local show.

The local painting group use the Library on Thursdays with painting and art activities. They are currently painting for the CWA Art show and our local show.

Technology awareness continues being promoted through Borrow Box to Library members helping them download eBooks, eMagazines and eAudio on their own devices.

### **Outreach programs**

Goonimoo Mobile Children's Service remains a key program of engagement with our younger generation every Monday morning recording approximately 20 infants and their carer's enjoying educational toys, story and rhyme time and craft activities.

### **Afterschool and holiday groups**

Holiday group activities are programmed for visits from youth and young adults spending their afternoons in the library. The library is very popular with the teenage children after school using our collections, computers, games, art equipment and Wi-Fi. The children have been busy in the afternoons participating in Easter craft and making mother's day gifts. These young patrons have displayed a respect for the library and continue to appreciate alternate means of engagement and literacy support.

### **Deposit stations**

Both deposit stations at Collarenebri and Burren Junction continue to thrive and locals appreciate their collections of books, audio books and DVD's that are renewed every eight weeks. We have continued weeding books from the library and delivering them to Burren Junction Bore Baths and our libraries as free books and swapping stations for locals and visiting tourists.



### **Book Club**

Book club members continue to grow with 17 members that meet once a month to discuss the book of the month and enjoy morning tea. Being a member of a book club can help you meet new people and make new friends, all in a relaxed atmosphere. They are a great addition to a social calendar, being a low key and inexpensive activity. No matter how serious your book discussions are, just getting together and chatting on a regular basis can be fun!

### **Homebound**

The library provides a free books-on-wheels delivery service to housebound members of the local community who are physically unable to visit the library. It has been tailored to individual needs for customers unable to access the library in person. To date we have 12 members in this program who reside at Kookaburra Court aged Care Home.

### **Lightning Ridge:**

Lightning Ridge offers a range of materials that you can access free of charge including books, newspapers and magazines, DVD's and audio books as well as eBooks and eMagazines. Also available are free programs and resources ranging from early childhood, community interest, education, literacy, and recreational programs that cover a multitude of interests and topics suitable for everyone within our local community.

New members for the reporting period totalled (20) plus (32) members re-registering giving a total of 852 members. During this reporting period 1156 items were borrowed from the Library and 350 computer bookings were placed.

Continuous liaison with the NSW State Library with (ILL) Inter Library Loans allows us to source a large range of Multicultural and HSC literature which is available for our members to loan.

### **Preschool literacy**

Books and Babies is an ongoing program targeting ages 0 – 5 years, held Tuesday mornings from 10am – 11am. Using stories, songs, rhymes, dancing and music by doing these activities it helps your baby get familiar with sounds, words, language and, eventually, the value and joy of books. This all builds your baby's early literacy skills and helps them go on to read successfully later in life.

### **School Holiday & After School Programs**

Youth 10 years and over are encouraged to participate in afternoon programs in the Library to enhance their literacy skills and awareness of facilities offered at the library including board games, craft activities and computer workshops. This program is offered Wednesday and Thursday afternoons and continues to be popular with youth and young people attending this program.

### **Book Club**

Book Club is still very popular with the community. A book club can help you meet new people and make new friends, all in a relaxed atmosphere. They are a great addition to a social calendar, being a low key and inexpensive activity. We currently have 12 members involved in the Book club who meet every Friday from 10am – 12pm discussing various books and subjects and enjoying morning tea together

### **Walgett Shire 2019 Youth Council:**

The Walgett Shire Youth Council conducted their final Meeting in Lightning Ridge at the John Murray meeting room Bowling Club on Friday 14<sup>th</sup> December 2018 .A total of (18) eighteen young people attended with a few new faces and a few longer term youth delegates transported to Lightning Ridge

from Walgett and Collarenebri for the meeting. The Youth Council will stage their AGM early in 2019 with new executive positions called for in preparation for a big year ahead in relation to Youth Affairs.

**Successful Grant submissions:**

Council's community development team have been *successful* with the following funding applications:

**Transport for NSW:**

NAIDOC Funding to supply transport during NAIDOC week 2019

**Prime Minister & Cabinet:**

Implementation of NAIDOC events:

**Australian Drug Foundation:**

Local Drug Action Team (LDAT)

**Partnerships and collaboration:**

Council continues to support and build capacity through organisations and individuals across the Shire and support areas of need through community consultations and feedback, partnerships and delivery support. Council works closely with a multitude of services across the Shire too numerous to mention.

**Upcoming events and Programs:**

NAIDOC Week 2019: 7<sup>th</sup> -14<sup>th</sup> July

Holiday Programs 8<sup>th</sup>-19<sup>th</sup> July

Youth Council meeting: 25<sup>th</sup> July

Local Government Week 29<sup>th</sup> July- 3<sup>rd</sup> August

Local Government Awards 2019 – 1st August

**Relevant Reference Documents/Policies:**

Walgett Shire Council Community Strategic Plan 2017 – 2027, Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007–2010, Walgett Shire Disability and Inclusion Plan 2017-2021 , Walgett Shire Youth Development Youth Strategy 2009 – 2014, Walgett Shire Community Safety and Crime Prevention Plan 2016-2020

**Governance issues:**

The development of programs and activities are conducted with a whole of Shire focus to enhance access and equity for Shire residents.

**Environmental issues:**

There are no identified environmental issues in relation to this report.

**Stakeholders:**

Walgett Shire community members, organisations and agencies with an interest in the social outcomes of people residing, working in, and visiting, the Walgett Shire.

**Financial Implications:**

Activities and programs conducted within applicable budgets.

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

The Community Development team have progressed projects and programs this quarter in accordance with the Walgett Shire Council Community Strategic Plan 2017 – 2027 , Walgett Shire Council Aboriginal Community Development and Reconciliation Plan 2007 – 2010, Walgett Shire Council Disability and Inclusion Plan 2017-2021, Walgett Shire Community Safety & Crime Prevention Plan 2016-2020, Youth Development Youth Strategy 2009 – 2014.

|                                                                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Community Development Report – May – June 2019</b>                                                                                                                              |
| <p><b>Recommendation:</b></p> <p>That the report for Community Development and Capacity Building for May – June 2019 be received.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

### 11.2.5 WALGETT SHIRE NATIONAL YOUTH WEEK PROGRAM 2019

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** George McCormick – Manager Community Development  
**FILE NUMBER:** 09/1763

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#### Summary

Youth Week began as a NSW Government initiative in 1989, and has since grown to be a celebration of young people in every state and territory across the country. It is organised by young people, for young people, in communities across NSW and Australia. Following the success of the NSW Youth Week program, Youth Week became a National event in 2000. National Youth Week is jointly supported by the Australian Government, State and Territory Governments and Local Governments. National Youth Week is an opportunity for young people to share ideas, attend live events, have their voices heard on issues of concern to them, showcase their talents, celebrate their contribution to the community, take part in competitions and have fun!

#### Background

National Youth Week (NYW) which this year was staged in our Shire from 15<sup>th</sup>-26<sup>th</sup> April and is an important event for youth services as it is the largest celebration of young people across Australia, with thousands of young people aged 12-25 involved each year.

The Walgett Shire Youth and Community Development Teams planned all year, working in partnership with the Youth Council and service providers to improve all outcomes for the 2019 program. Walgett Shire Council was awarded its thirteenth (13<sup>th</sup>) successive NSW Local Government Award at last year's NSW Local Government Awards taking out the category of "Best Local Youth Week Program NSW" and were named top four finalists in another two (2) categories. This year,, Council offered our youth and young people an amazing two weeks (simply because we can't fit it all in one week) of entertainment opportunities and excitement to be remembered focusing on the theme "*Connect, Share, Speak and Celebrate.*"

#### Current Position

The 2019 program recorded 3003 participants, an average of 81 youth and young people attending 38 programs and initiatives spread across the Walgett Shire. Numbers of community members continue to increase, with engagement of families a noticeable welcome change. Under the direction of the Walgett Youth Council, fresh ideas has allowed for these outstanding outcomes with support by Councils Libraries, Youth and Community Development teams, local, regional and state organisations, agencies and individuals.

#### Relevant Reference Documents/Policies

Walgett Shire Council Community Strategic Plan 2017 – 2027,  
Walgett Shire Youth Development Youth Strategy 2009 – 2014 (to be reviewed 19/20)

#### Governance issues:

Nil

#### Environmental issues:

Nil

#### Stakeholders:

Walgett Shire Council, Walgett Shire Youth Council, Youth Development Team  
Youth and Young people of Walgett Shire, Walgett Shire Communities

Service providers and local organisations/agencies

**Financial Implications:**

Allocated for – 2018/19 budget.

**Alternative Solutions/Options:**

Not applicable

**Conclusion:**

The youth and Community Development teams and our Youth Council have successfully implemented another successful youth week program again this year recording the highest participation numbers ever. This is a great result for our Shire, supporting service providers who together with our young people have delivered another outstanding youth week program. The completed and submitted acquittal document is attached for your reference.

|                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Walgett Shire National Youth Week 2019</b>                                                                                                              |
| <p><b>Recommendation:</b></p> <p>That the report for Walgett Shire Youth Week 2019 be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments**

Report and evaluation of Walgett Shire Youth Week 2019 to be tabled.

### 11.2.6 PROCUREMENT & DISPOSAL POLICY & PROCEDURE

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

---

**Summary:**

In accordance with ‘Best Practice’ principles, Council should provide staff with a Procurement & Disposal policy that gives clear direction for the procurement of goods and services and disposal of assets. The attached policy and procedure is the revised version of the existing Walgett Shire Council procurement and tendering policy with changes to the various procurement categories as a result of changes in legislation.

**Background:**

The current “Procurement and Tendering” policy/procedure was last revised in February 19.

The NSW Government has recently amended the Local Government Act 1993 (Section 55) and the tender threshold, which has been lifted to \$250,000 from \$150,000.

Changes to the tendering limits in accordance with the lower end purchasing limit (4.3.3) has been increased from \$10,000 to \$15,000, and the middle category (4.3.2) changed to \$15,000 to \$50,000. The upper quotation category (4.3.1) has been amended to include \$50,000 to \$250,000.

**Current Position:**

To ensure best practice procurement, good risk management principles along with continued accountability provisions are included in the policy, it is recommended the upper category (4.3.1) remain (\$50,000 to \$250,000) under the RFQ provisions requiring two (2) written quotations.

**Governance issues:**

Council must continue to apply the legislation as required under Part 7 of the Local Government regulation.

**Environmental issues:**

N/A

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Council Staff  
Providers of goods and services

**Financial Implications:**

NIL

**Alternative Solutions/Options:**

NIL

**Conclusion:**

The revised purchasing policy and procedure provides Council staff with a means to more effectively procurement of goods and services. The improved purchasing provisions aim to reduce purchasing

transaction costs (time), reduce the down time for plant and equipment and will expedite day to day operations throughout the many functional areas of Council, while achieving best value for money.

| <b>Procurement &amp; Disposal Policy &amp; Procedure</b>                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That the Chief Financial Officer's report be received.</li><li>2. That Walgett Shire Council Procurement &amp; Disposal Policy and Procedure as presented be adopted.</li></ol> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments**

Please refer to attachment document

Procurement & Disposal Policy and Procedure



### 11.2.7 AUSTRALIAN OPAL CENTRE (AOC) FUNDING REQUEST

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

---

**Summary:**

The report is presented to Council for the approval of the next step in the process of formalising Council's commitment to a funding request from the Australian Opal Centre.

**Background:**

The Australian Opal Centre requested a contribution from Council towards the construction of the Australian Opal Centre in Lightning Ridge, and the Acting General Manager reported this to the 30<sup>th</sup> October 2018 Ordinary meeting of Council.

Below is the adopted resolution from the 30<sup>th</sup> October 18 Ordinary meeting.

**CARRIED 16/2018/15 Australian Opal Centre (AOC) Funding Request Resolved:**

1. *That Council confirm its commitment of \$50,000 per year for three years in line with the MoU between the AOC and Walgett Shire Council (Council Resolution of 25 August 2015).*
2. *That Council note the report and reference to requirements of the Local Government Act 1993.*
3. *That subject to further advice in relation to the Joint Organisation Tourism and Cultural Fund allocation (\$5m) Council contribute to the AOC Stage 1 project the \$1.5m available to Walgett Shire Council subject to the AOC receiving a firm commitment from other funding sources for the balance of the project funds.*
4. *That Council confirm its intention to make available a further \$350,000 from its Economic Development budget as the project progresses (3 -4 years) again subject to the AOC receiving a firm commitment from other funding sources for the balance of the project funds. (provision of these additional funds would be in accordance with the Local Government Act 1993 as detailed in the report).*
5. *That Council initiate discussions with the AOC to explore options for a formal partnership between the AOC and Walgett Shire Council. Further, that as current applications for funding progress, the AOC be requested to keep Council informed.*
6. *That Council acknowledge there would be a need to allocate funds to improve current and/or provide additional tourism infrastructure across the shire to take advantage of increased tourism as the AOC project comes on line. **Moved: Cllr Cameron Seconded: Cllr Taylor***

The Acting General Manager subsequently provided the Australian Opal Centre with the following letter in support of its "Building Better Regions Funding" application for the AOC Stage 1.

**Evidence of Contribution for Building Better Regions Fund application 'The Australian Opal Centre: A Nationally Significant Regional Project'**

This letter confirms Walgett Shire Council's support for LROFC Inc's application under the Building Better Regions Fund.

I am authorised to commit Walgett Shire Council as described below.

Walgett Shire Council will contribute cash to the project in the following instalments. See Conditions below for clarification. Spread across financial years may be varied in consultation with the applicant and BBRF.

- 2019-20: \$550,000.00 (\$50,000 per MoU; \$500,000 JOTCF)
- 2019-20: \$1,050,000.00 (\$50,000 per MoU; \$1,000,000 JOTCF)
- 2020-21: \$400,000.00 (\$50,000 per MoU; \$350,000 ED budget)

Conditions

Contributions will be provided under the following conditions (Council Resolution October 2018):

- 1 \$50,000 per year for three years in line with the MoU between the AOC and Walgett Shire Council (Council Resolution of 25 August 2015).
- 2 Council to note the report and reference to requirements of the Local Government Act 1993.
- 3 Council will contribute to AOC Stage 1 the \$1.5m available to Walgett Shire Council from the Joint Organisation Tourism and Cultural Fund allocation (\$5m), subject to further advice in relation to that allocation (\$5m), and subject to the AOC receiving a firm commitment from other funding sources for the balance of the project funds.
- 4 Council to make available a further \$350,000 from its Economic Development budget as the project progresses (3 - 4 years), subject to the AOC receiving a firm commitment from other funding sources for the balance of the project funds. Provision of these additional funds would be in accordance with the Local Government Act 1993 as detailed in the report.
- 5 Council to initiate discussions with the AOC to explore options for a formal partnership between the AOC and Walgett Shire Council. As current applications for funding progress, the AOC is to keep Council informed.
- 6 Council acknowledge there would be a need to allocate funds to improve current and/or provide additional tourism infrastructure across the shire to take advantage of increased tourism as the AOC project comes on line.

Yours sincerely



Paul Mann, Acting General Manager

**Current Position:**

Council has agreed to the contribution in principal, and now it must in accordance with Section 356 of the Local government Act 1993 place the abovementioned on display for a period of 28 days

**356 Can a council financially assist others?**

- (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
- (2) A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.
- (3) However, public notice is not required if:
  - (a) the financial assistance is part of a specific program, and
  - (b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
  - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
  - (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.
- (4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.

**Relevant Reference Documents/Policies:**

Local Government Act 1993

Local Government Regulation 2005

**Governance issues:**

In this instance Council has an obligation under the Local Government Act 1993 to ensure compliance and accordingly must advertise its intention to formally resolve the making of the grant to the AOC.

**Environmental issues:**

There are no environmental issues identified in relation to this matter.

**Stakeholders:**

Walgett Shire Council.

Walgett Shire Community

NSW State Government

Australian Commonwealth Government

Lightning Ridge Opal Fossil Centre Inc (trading as the Australian Opal Centre)

**Financial Implications:**

In the report tabled to the October 18 meeting the Joint Organisation Tourism and Cultural Fund allocation of \$1,500,000 has been revised down to \$1,425,000, therefore Council will need to allocate a further \$75,000 from its consolidated working capital. The revenue funding allocation will increase to \$575,000.

**Alternative Solutions/Options:**

At present there is no alternative option.

**Conclusion:**

The Chief Financial Officer recommends Council advertise its intention to make available the funding and call for submissions from the public.

|                                                     |
|-----------------------------------------------------|
| <b>Australian Opal Centre (AOC) Funding Request</b> |
|-----------------------------------------------------|

**Recommendation:**

That Council;

1. Formally advertise for a period of 28days advising of its intention to make available \$2,000,000 to the Lightning Ridge opal Fossil Centre Inc. (trading as the Australian Opal Centre), and submission can be made to Council during the 28 day period.
2. Funding for the project be allocated as follows, \$1,425,000 from the Joint Organisation Tourism and Cultural Fund and \$575,000 from Council's consolidated working capital.
3. The advertisement be placed in the Walgett Spectator, Daily liberal, Council's Web page and Facebook platforms.

**Moved:**

**Seconded:**

**Attachments**

Nil

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

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

---

### 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**. Community survey and consultation to be undertaken.
- Investigation underway for painting of the **Burren Junction** grain silo's. Permission to be sought from owners.
- Solar firms will be presenting proposals for installation of solar systems at Councils administration centre. One (1)
- 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**. A further report shall be tabled when more information is to hand.
- Purchase orders were issued for the **Come By Chance** hall refurbishment. Council issued a RFQ and only three contractors lodged quotations.
- **Collarenebri Sportsground Amenities shed**. The shed proposal has been completed with the lining and fitout scheduled for coming months.
- **Collarenebri Golf Club**. A Request for Quotation (RFQ) has been issued for a small shed with a large verandah, being replacement of the Golf Club destroyed by fire in 2018.
- **Lightning Ridge Multi-purpose Centre**, quotations have been received for the following plans, Geotechnical, Civil, Structural, Electrical, Mechanical, Hydraulic and Architectural. Quotations were also sought for the detailed design and project management.
- **Walgett PCYC** The transfer of land process is progressing with discussions between NSW State Government and the 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. A survey is now complete, Engineer plans were lodged with Council on the 15<sup>th</sup> March 19. A Request for Quotation (RFQ) is being prepared for issue in July 19.

- Refurbishment of the bathroom facilities at the **Administration Centre** was originally put on hold. A Request for Quotation was issued early December 18 for the works with no contractors attending the inspection day, and no quotations received. A new RFQ was posted on Tenderlink and again no quotations were received. Staff are now in negotiation with contractor for a quotation.
- Work has commenced on the painting of the **Walgett Swimming Pool** amenities. Painting of the kiosk/entry will commence after the 18/19 season.
- 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.
- **Carinda hall** painting project is underway.
- **Walgett Showground male toilet block**. A purchase order was issued in April 19 for construction of the male toilet and shower block. Investigations are underway regarding the suitability of the existing septic system. The plumber has advised the existing septic tank is sufficient for the new facility. The old building was demolished in July and the sub base has been prepared for the installation of the new building.
- **Lightning Ridge Arts and Crafts building**. Purchase order issued for the renewal of fire doors, installation of glass front doors and air conditioning of the Arts & Craft. Work completed.
- **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.

## **2. Finance & Administration**

- Tender under development for IT Managed Services.
- Contract Asset Engineer completing the reconciliation of assets system with Authority ledgers.
- Council to conduct "Procurement for Local Government" for all staff with purchasing delegations. Contractor to conduct internal audit of Walgett Shire Council procurement system, policy and procedures. Council staff are conducting a review of Council purchase order system.
- Water standpipe billing - testing complete and training of staff and issue of information brochure to be conducted before charging commences.
- FBT Policy to be developed. On hold.
- Email sent to OLG regarding special rates for water access by ratepayers outside reticulation system. Information received and a separate report to be tabled to Council.
- Development of WH & S Strategy.

- Quotations are underway for development of a new general ledger and conversion of existing data to the new ledger.
- Council to look at Statewide Airport management system.
- School to work program underway and in place.
- Review of Ratepayer Hardship applications continue.

**Matters Generally for Brief Mention or Information Only – From Chief Financial Officer**

**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 INSTALLATION OF A NEW OUTLET FOR LRMA

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

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**Summary:**

The report provides Council with information for a decision regarding the request from LRMA Ltd. to add an additional outlet on the old town bore line in Lightning Ridge.

**Background:**

A request has been received from the Lightning Ridge Miners Association Ltd regarding the insufficient flow that they are receiving and installation of an additional outlet on the old town bore line.

Walgett Shire Council has an agreement to supply water from Lightning Ridge bore baths up to 6 l/sec and if the flow is insufficient through the bore baths then this will be supplemented directly from the Llanillo artesian bore located at the baths.

The LRMA and the Walgett Shire Council also has agreements with the two landholders (and their successors whose properties the pipeline passes through). In exchange for the easements for the pipeline registered with Crown Land. The Shire and the LRMA supply these landholders with stock water.

As part of the agreement, council is supplying the LRMA with water directly from the original town bore for domestic purpose use through a 50 mm outlet off the main bore line.

It has been revealed that the LRMA members have faced great difficulty over the summer months for a number of years due to insufficient water being delivered to the processing facility, and the of a significant portion of water over the summer to fill stock tanks.

**Current Position:**

Currently flow approximately 3 to 4 litre per sec is flowing through the outlet in Bore bath towards the LRMA's processing dams. Council is in process to place a flow meter which will be completed soon.

**Relevant Reference Documents/Policies:**

- LRMA letter dated 29 May 2019
- LRMA/Council Agreement

**Governance issues:**

Nil

**Environmental issues:**

Pump pressure and more power changes

**Stakeholders:**

Walgett Shire  
LRMA

**Financial Implications:**

Council will need to make provision for extra cost on costs and pump repair in coming years.

**Alternative Solutions/Options:**

Do nothing which will have a significant impact on LRMA operations and impact the existing Agreement.

**Conclusion**

Council has agreement with LRMA to supply water from the bore baths system up to 6 l/ sec for mining processing facility. Due to the drought weather condition, stock owner along the pipe line is stocking majority of their allocation, increased in utilisation of the water, the LRMA is facing difficulty in their processing facility. To overcome this issue an installation of a new 100 mm outlet on the old town bore line is an option at the LRMA's cost.

| <b>Installation of A New Outlet For LRMA</b>                                                                                                                                                                                                                                                                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council note and approve the option of installation of 100mm outlet on the old town bore line, with a double check valve to pipe water to its processing tanks to supplement the flow from the bore baths at the LRMA's cost.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment**

Letter

RECEIVED

RECEIVED 4 JUN 2019



## Lightning Ridge Miners' Association Ltd.

ABN 36 001 204 726

P O Box 177  
3 Morilla Street  
LIGHTNING RIDGE NSW 2834

Phone: (02) 6829 0427  
Fax: (02) 6829 0830  
Email: [manager.lrma@bigpond.com](mailto:manager.lrma@bigpond.com)

29 May 2019

Greg Ingham  
General Manager  
Walgett Shire Council  
PO Box 31  
Walgett NSW 2834

Dear Greg,

Thank you for taking the time to meet with the Lightning Ridge Miners' Association Ltd (LRMA) on 22 May 2019.

As discussed the LRMA and the Walgett Shire Council has an agreement whereby the LRMA agrees to take the outflow from the Lightning Ridge bore baths. The LRMA paid for and maintains the pipeline and the Council paid for and maintains the pumps. The Council agrees to supply the LRMA with up to 6l/s and if the flow is insufficient through the bore baths then this will be supplemented directly from the Llanillo artesian bore located at the baths.

The LRMA and the Walgett Shire Council also has agreements with the two landholders (and their successors) whose properties the pipeline passes through. In exchange for the easements for the pipeline, registered with Crown Land, the Shire and the LRMA supply these landholders with stock water.

As part of the agreement the Council also supplies the LRMA with water directly from the original town bore for domestic purposes for use by the three Caretakers on the LRMA's processing tanks. This water is piped by way of a 50mm outlet off the main bore line.


The LRMA's members have faced great difficulty over the summer months for a number of years due to insufficient water being delivered to the processing facility. The water flowing through the baths in summer is reduced, the number of miners utilising the water has increased and the landholders along the pipeline take the majority of their allocation over summer to fill stock tanks. The Council is unable to supplement the flow directly from the Llanillo artesian bore as agreed.

\* The LRMA believes there is a simple solution to this issue. The LRMA proposes, with the Council's consent and at its own expense, to install a new 100mm outlet on the old town bore line, with a double check valve to pipe water to its processing tanks to supplement the flow from the bore baths.

The LRMA does not believe there would be any impact on the town water supply and there would be no cost to Council.

The LRMA looks forward to the Council's response.

Yours sincerely,

  
Maxine O'Brien  
Secretary/Manager

### 11.3.2 MONTHLY MAINTENANCE GRADING REPORT – JULY 2019

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

---

**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> June 2019.

**Background:**

Council has allocated \$456,627 to maintain the unsealed Local and Regional Roads to provide acceptable an level of service. The road grading budget developed to allow a nominal cycle of at least one grade per year. Most roads get damaged after rain events several times a year and therefore as explained at previous Council meetings it is not possible to adhere to rigid budget allocation for individual roads. There has to be flexibility in the overall grading program to allow council to deal with unforeseen road damage. Due to the drought condition, Council has not completed grading on all local roads.

**Current Position:**

Council is continuing to check the moisture situation on local roads and carrying out maintenance grading works on an ongoing basis to optimise moisture content.

Details of maintenance grading locations are detailed in the attached report.

**Relevant Reference Documents/Policies:**

Council's approved 2018/2019 Shire Roads Maintenance Grading Works schedule

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council  
Road uses

**Financial Implications:**

At 30<sup>th</sup> June 2019, \$621,690 has been spent from a total amount of \$456,627.00 provided in the 2018/2019 budget and operational plan. The reason of the additional expenditure is due to significant damages occurred on Ridge Road, Gundabloui Road (dirt road segment) and Burranbaa Road.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

|                                                       |
|-------------------------------------------------------|
| <b>Monthly Maintenance Grading Report – July 2019</b> |
|-------------------------------------------------------|

**Recommendation:**

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

**Moved:**

**Seconded:**

**Attachments:**

Maintenance works progress summary

**WALGETT SHIRE COUNCIL AGENDA – 30 July 2019 – ORDINARY COUNCIL MEETING**

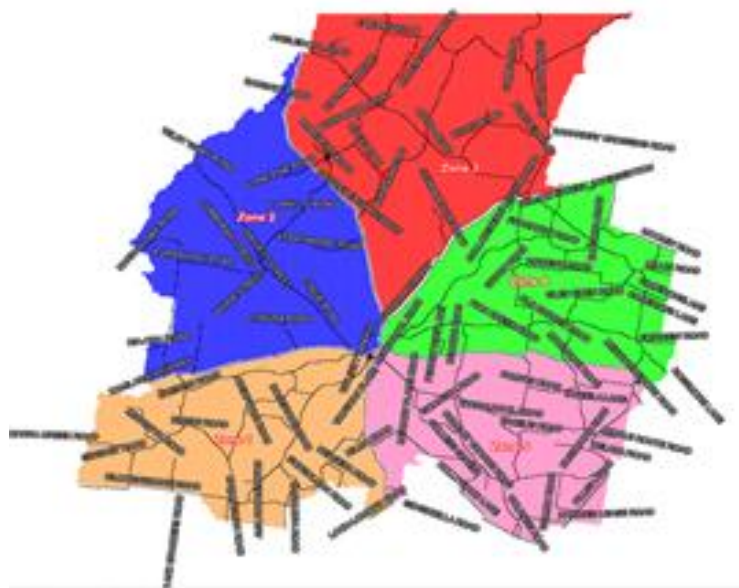
| <b>Road Name</b>             | <b>Total Length of Road KM</b> | <b>Budget Required for Entire Road</b> | <b>Road Category</b> | <b>type of work done</b> |
|------------------------------|--------------------------------|----------------------------------------|----------------------|--------------------------|
| <b>Zone 1</b>                |                                |                                        |                      |                          |
| Bowra Road SR34              | 3.95                           | \$ 4,278.00                            | F                    | Graded on bad section    |
| Wanourie Road SR38           | 6.5                            | \$ 4,278.00                            | E                    | Graded on bad section    |
| Green and Branders Road SR41 | 11.3                           | \$ 7,006.00                            | F                    | Graded on bad section    |
| Regans Road SR58             | 3.2                            | \$ 4,278.00                            | F                    |                          |
| Marra Creek Road SR60        | 17.5                           | \$ 10,850.00                           | E                    | Graded on bad section    |
| Lochlomond Road SR74         | 8.4                            | \$ 5,208.00                            | E                    | Graded on bad section    |
| Maroubra Road SR76           | 8.3                            | \$ 5,146.00                            | E                    |                          |
| Nedgara Road SR77            | 10.7                           | \$ 6,634.00                            | F                    | Graded on bad section    |
| Mac Masman Road SR81         | 8                              | \$ 4,960.00                            | E                    | Graded on bad section    |
| Binghi Road SR113            | 20.1                           | \$ 12,462.00                           | E                    | Graded on bad section    |
| Aberfoyle Road SR115         | 26.2                           | \$ 16,244.00                           | D                    | Graded on bad section    |
| Gungalman Road SR31          | 43.7                           | \$ 27,094.00                           | D                    |                          |
| Gilwarny Road SR32           | 7.9                            | \$ 4,898.00                            | F                    | Graded on bad section    |
| Teranyan Road SR33           | 13.7                           | \$ 8,494.00                            | D                    | Graded on bad section    |
| Bogewong Road SR114          | 48.7                           | \$ 30,194.00                           | D                    | Graded on bad section    |
| Billybingbone Road RR7516    | 18.67                          | \$ 11,532.00                           | C                    | Graded on bad section    |
| Ginghet Road SR40            | 47.6                           | \$ 29,512.00                           | D                    | Graded on bad section    |
| 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                    | Graded on bad section    |
| Merri Merri Road RR202       | 6.57                           | \$ 7,166.00                            | C                    |                          |
| <b>Sub total Zone 1</b>      | <b>392.29</b>                  | <b>\$ 250,640.00</b>                   |                      |                          |

| <b>Road Name</b>         | <b>Total Length of Road KM</b> | <b>Budget Required for Entire Road</b> | <b>Road Category</b> | <b>type of work done</b> |
|--------------------------|--------------------------------|----------------------------------------|----------------------|--------------------------|
| <b>Zone 2</b>            |                                |                                        |                      |                          |
| Boorooma Creek Road SR48 | 19.1                           | \$ 11,842.00                           | E                    |                          |
| Wimbledon Road SR64      | 3.4                            | \$ 4,278.00                            | E                    | Graded on bad section    |
| 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                    | Graded on bad section    |
| Lone Pine Road SR70      | 9.6                            | \$ 5,952.00                            | D                    | Graded on bad section    |
| Kurrajong Road SR110     | 27.8                           | \$ 17,236.00                           | D                    | Graded on bad section    |
| Wilby Wilby Road SR101   | 28.7                           | \$ 17,794.00                           | D                    | Graded on bad section    |
| Cumborah Town Roads      |                                |                                        | E                    |                          |
| <b>Sub total Zone 2</b>  | <b>178.72</b>                  | <b>\$ 114,700.00</b>                   |                      |                          |



| Road Name               | Total Length of Road Km | Budget Required for Entire Road | Road Category | type of work done     |
|-------------------------|-------------------------|---------------------------------|---------------|-----------------------|
| <b>Zone 3</b>           |                         |                                 |               |                       |
| Springs Road SR19       | 2.7                     | \$ 4,278.00                     | E             |                       |
| Bonanza Road SR46       | 16.9                    | \$ 10,478.00                    | E             | Graded on bad section |
| Schmalkuche Road SR47   | 14.4                    | \$ 8,928.00                     | E             | Graded on bad section |
| Millencowbah Road SR51  | 27.7                    | \$ 17,174.00                    | E             | Graded on bad section |
| Willis Road SR52        | 14.5                    | \$ 8,990.00                     | F             | Graded on bad section |
| Koomalah Road SR53      | 28.4                    | \$ 17,608.00                    | E             | Graded on bad section |
| Burranbaa Road SR55     | 18.1                    | \$ 11,222.00                    | E             | Graded on bad section |
| 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             | Graded on bad section |
| Boora Road SR127        | 63.8                    | \$ 39,556.00                    | D             |                       |
| Bore Head Road SR45     | 5.1                     | \$ 4,278.00                     | D             | Graded on bad section |
| Lorne Road SR98         | 6.9                     | \$ 4,278.00                     | D             | Graded on bad section |
| Angledool Road SR102    | 49.3                    | \$ 30,566.00                    | C             | Graded on bad section |
| Ridge/Sherman Way RR426 | 70.1                    | \$ 68,275.00                    | C             | Graded on bad section |
| Gundabloui Road RR457   | 40.9                    | \$ 32,798.00                    | C             | Graded on bad section |
| <b>Sub total Zone 3</b> | <b>440.7</b>            | <b>\$ 320,615.00</b>            |               |                       |

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



**11.3.3 MONTHLY SERVICE PROGRESS REPORT– JULY 2019**

**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> June 2019.

**Background:**

A revised budget of \$ 42,974 including RMCC work 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 2018/2019.

The breakdown of the budget is as follows.

**Breakdown of budgets:**

| Items                               | Budget            | Expenditure up to 31 <sup>st</sup> May 2019 | Percentage (%) |
|-------------------------------------|-------------------|---------------------------------------------|----------------|
| Transportation including RMCC works | 36,169,059        | 22,870,305                                  | 63             |
| Water works (Maintenance)           | 3,039,826         | 2,104,724                                   | 69             |
| Water works (Capital)               | 1,941,825         | 894,620                                     | 46             |
| Sewer works (Maintenance works)     | 1,041,221         | 378,039                                     | 36             |
| Sewer works (Capital works)         | 782,072           | 30,305                                      | 4              |
| <b>TOTAL</b>                        | <b>42,974,003</b> | <b>26,277,993</b>                           | <b>61</b>      |

**Current Position:**

The status of work progress is as follows;

| Items                                                                 | Status      | Remarks                                        |
|-----------------------------------------------------------------------|-------------|------------------------------------------------|
| Opal street footpath and kerb/gutter project                          | In progress | Waiting for stain seal work                    |
| Wee Waa footpath and kerb/gutter project                              | In progress | Waiting for stain seal work                    |
| Come by chance road upgrade                                           | Completed   | 7.7 km has been sealed                         |
| Bugilbone Road ( SR103)                                               | In progress |                                                |
| Drainage project in Rowena                                            | In progress |                                                |
| Heavy patching work and drainage works in Carinda- Shakespeare Street | Completed   |                                                |
| Trevallion park upgrade                                               | In progress |                                                |
| Extension of Pandora street                                           | In progress | Concept plan has been emailed to Western Lands |
| 10.8 section of Gundbloui Road (Reconstruction and sealing )          | In progress | From 1/05/2019                                 |
| Merrywinebone Road (RR329)- rehabilitation works under Drought scheme | completed   |                                                |
| Millencowbah Road (SR 51) grading                                     | In progress |                                                |

|                                          |           |  |
|------------------------------------------|-----------|--|
| Meri Meri Road (Carinda to Warren) RR202 | Completed |  |
| Wilby Wilby Road grading                 | Completed |  |

**Water works**

| Items                                                          | Comments    |
|----------------------------------------------------------------|-------------|
| Replacement of chlorine meter in Walgett Water Treatment Plant | In progress |

**Sewer works**

| Items              | Comments    |
|--------------------|-------------|
| Works in all towns | In progress |

**Relevant Reference Documents/Policies:**

2018/19 Operational Plan and Budget

**Governance issues:**

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

**Environmental issues:**

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

**Stakeholders:**

Walgett Shire

Walgett Shire Residents and Rate Payers

**Financial Implications:**

As of 30<sup>th</sup> June 2019, \$ 26.28 million has been spent from a total amount of \$ 42.97 Million allocated for the 2018/2019 budget. See attached table for details.

**Alternative Solutions/Options:**

Nil

**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 – July 2019**

**Recommendation:**

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

**Moved:**

**Seconded:**

**Attachment:**

Nil

### 11.3.4 BUDGET FOR ASBESTOS REMOVAL

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

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**Summary:**

The report provides Council with information on clean up notice from EPA and request to approve a budget to remove of asbestos.

**Background:**

On 28<sup>th</sup> June and 29<sup>th</sup> June 2019 an EPA Authorised officer and Council conducted an inspection of the Walgett Sewage Treatment Plant at Bate Street, Walgett and observed waste materials including asbestos, bio solids and grit being stockpiled and / or applied to land. After findings these issues, the EPA has issued a Clean-up notice.

**Current Position:**

Council has put up temporary fence and signs to prevent public access to the asbestos and grit contaminated waste materials at the premises and a quotation has been received from a qualified contractor to remove and dispose of the asbestos contaminated waste materials from the premises. The quoted price is \$ 62,000 excl GST and tip fees, dust suppression, hygienic report and clearance report. The estimated cost for tip fees, dust suppression, hygienic and clearance report is approximately \$ 38,000.00

**Relevant Reference Documents/Policies:**

EPA's Clean up Notice

**Governance issues:**

Under section 319A of the Act, Council is required to comply with the requirements of the notice continues until the notice is complied with in full.

**Environmental issues:**

Health hazard

**Stakeholders:**

Walgett Shire  
Walgett Shire Residents, Tourists and Rate Payers

**Financial Implications:**

It impacts the 19/20 Operational budget

**Alternative Solutions/Options:**

No option

**Conclusion:**

The estimated quantities of the asbestos material found on the premises are approximately 300 tonnes and are required to remove by 2<sup>nd</sup> August 2019. Due to the urgency matter, it is recommended to approve a budget of \$ 100,000 from the Sewage Reserve fund.

|                                    |
|------------------------------------|
| <b>Budget for Asbestos Removal</b> |
|------------------------------------|

**Recommendation:**

1. That Council note and approve a budget of \$ 100,000 from the Waste Management Reserve fund to Remove and dispose the asbestos material from Walgett Sewage Treatment Plant area.
2. That Council authorise finance department to create a new ledger number for this project.

**Moved:**

**Seconded:**

**Attachment:**

Clean up Notice

Section 91 Protection of the Environment Operations Act 1997

## Clean-Up Notice

Licence - 13056



WALGETT SHIRE COUNCIL  
ABN 88 769 076 385  
PO BOX 31  
WALGETT NSW 2832

Attention: Raju Ranjit

Notice Number 1581940  
File Number EF13/4383  
Date 03-Jul-2019

### Clean-up Notice - Walgett Shire Council

#### Why is the EPA writing to you?

The Environment Protection Authority ("EPA") reasonably suspects that a pollution incident has occurred or is occurring on land that forms part of the Walgett Sewage Treatment Plant at BATE STREET, WALGETT, NSW, 2832 ("premises"). The EPA has issued you with this Clean-up Notice. Further information is set out in the notice below.

#### What are you required to do?

Please read this notice carefully and carry out the clean-up action specified in this notice by the date required. If you have any queries about this matter, please contact Helen Smith on 6885 5374.

#### BACKGROUND

- A. The EPA has responsibility for the administration and enforcement of the *Protection of the Environment Operations Act 1997* ("Act").
- B. WALGETT SHIRE COUNCIL ("Licensee") is the holder of environment protection licence no. 13056 ("Licence") issued under the Act in respect of the Premises. The Licence authorises the carrying out of sewage treatment. As the holder of the Licence, the Licensee is the occupier of the Premises for the purposes of s 91(1)(a) of the Act.
- C. The EPA is the appropriate regulatory authority for licensed premises as per section 6 of the Act.
- D. On 28 June 2019 and 29 June 2019, an EPA Authorised Officer conducted an inspection of the premises and observed waste materials including asbestos, biosolids and grit being stockpiled and/or applied to land (refer to Appendix A Figure 1 for an overview map).
- E. The asbestos contaminated waste material was being stockpiled in a haphazard manner to the north of the premises trickle filters. The stockpiles were varying in size and were placed over an area at least twenty (20) metres by twenty (20) metres and up to one (1) metre tall.

Page 1



Section 91 Protection of the Environment Operations Act 1997

## Clean-Up Notice



- F. The asbestos contaminated waste material consisted of soil fill material, grey-coloured fibrous asbestos sheeting fragments, empty vaccine vials as well as broken pieces of porcelain, bricks and clay pipes. The asbestos sheeting fragments were on the surface of the stockpiles as well as being partially and fully buried amongst the asbestos contaminated waste material.
- G. The EPA was advised by a Council representative that the asbestos contaminated waste stockpiles originated from the demolition of the old Walgett hospital and were transported to the premises approximately eight (8) years ago.
- H. The asbestos contaminated waste material was also observed to have been applied to land to reinforce four (4) sections of the earthen bank that surrounds the premises inlet works and trickle filters. The asbestos contaminated waste material was applied to land over at least fifty (50) metres of the earthen bank along the northern and western perimeter.
- I. Isolated asbestos sheeting fragments were also observed lying on the ground surface to the south-east of the premises trickle filters adjacent to the access road as well as to the south of the sludge lagoon adjacent to the dried sludge material.
- J. During the site inspection, EPA Authorised Officer observed that the asbestos contaminated waste material including the stockpiles and land applied areas can be easily accessed by the general public due to the lack of secure fencing around the premises.
- K. Black coloured biosolids were also observed placed onto land to the north of the trickle filters amongst the asbestos contaminated waste material stockpiles. The biosolids were placed across three (3) contaminated areas covering a total area at least twenty (20) by twenty (20) metres and over ten (10) centimeters high.
- L. Brown coloured soil material was also observed being stockpiled along the western and southern edge of the sludge lagoon. The two (2) stockpiles were placed as a continuous stockpile with both being at least one (1) metre wide and one (1) metre tall with the western stockpile at least twenty (20) metres long and the southern stockpile at least one hundred (100) metres long.
- M. Brown coloured soil material containing grit rags and other waste materials was observed placed onto land to the east of the sludge lagoon. The grit containing waste material covered an area at least ten (10) metres by ten (10) metres and was at least ten (10) centimeters tall.
- N. During the site inspection, EPA Authorised Officer observed that there were no runoff containment measures for the three (3) brown coloured soil material stockpiles.
- O. A Licensee representative advised that the brown coloured soil material to the west, south and east of the sludge lagoon was removed from the sludge lagoon approximately three (3) years ago.
- P. Brown coloured soil material containing grit rags was also observed applied to land adjacent to the old grit pit to the south-west of the inlet works. The grit contaminated waste material covered an area at least ten (10) metres by ten (10) metres.
- Q. Brown coloured soil material containing grit rags was also observed in stockpiles to the south-west of the premises inlet works. The grit contaminated waste material was placed over at least six (6) metres long and half (0.5) metre tall and one (1) metre wide and appeared to form part of the walls of a pond structure.
- R. Section 91 of the Act enables the EPA to issue a Clean-up Notice in respect of a pollution incident.
- S. The Dictionary to the Act defines:
  - a. "Pollution incident" as an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a

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Section 91 Protection of the Environment Operations Act 1987

## Clean-Up Notice



result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or disposed of on premises, but it does not include an incident or set of circumstances involving only the emission of any noise.

- b. "Pollution" as including land pollution.
  - c. "Land pollution" as placing in or on, or otherwise introducing into or onto, the land (whether through an act or omission) any matter, whether solid, liquid or gaseous: (a) that causes or is likely to cause degradation of the land, resulting in actual or potential harm to the health or safety of human beings, animals or other terrestrial life or ecosystems, or actual or potential loss or property damage, that is not trivial, or; (b) that is of a prescribed nature, description or class or that does not comply with any standard prescribed in respect of that matter, but does not include placing in or on, or otherwise introducing into or onto, land any substance excluded from this definition by the regulations.
  - d. "Waste" includes (a) any substance (whether solid, liquid or gaseous) that is discharged, emitted or deposited in the environment in such volume, constituency or manner as to cause an alteration in the environment, or; (b) any discarded, rejected, unwanted, surplus or abandoned substance, or; (c) any otherwise discarded, rejected, unwanted, surplus or abandoned substance intended for sale or for recycling, processing, recovery or purification by a separate operation from that which produced the substance, or; (d) any processed, recycled, re-used or recovered substance produced wholly or partly from waste that is applied to land, or used as fuel, but only in the circumstances prescribed by the regulations, or; (e) any substance prescribed by the regulations to be waste. A substance is not precluded from being waste for the purposes of this Act merely because it is or may be processed, recycled, re-used or recovered.
- T. The EPA reasonably suspects that a pollution incident is occurring or is likely to occur at the Premises, namely:
- a. the placing of asbestos contaminated waste material onto land at the premises that has caused degradation of the land and potential harm to human health;
  - b. the placing of biosolid waste material onto land at the premises that has caused degradation of the land and potential harm to human health; and
  - c. the placing of grit contaminated waste material onto land at the premises that has caused degradation of the land and potential harm to human health.
- H. The EPA is directing Council to take clean-up action because Council is the owner and occupier of the premises and the EPA reasonably suspects Council of causing or having caused the pollution incident.

### DIRECTION TO TAKE CLEAN-UP ACTION

The EPA directs WALGETT SHIRE COUNCIL to take the following clean-up action:

1. Immediately cease the transport to and receipt of asbestos contaminated waste materials at the premises.
2. Immediately cease the land application of asbestos contaminated waste materials at the premises.
3. Immediately cease the land application and/or stockpiling of biosolid and/or grit contaminated waste materials at the premises.

Section 91 Protection of the Environment Operations Act 1997

## Clean-Up Notice



4. By no later than **5pm on 8 July 2019**, implement security measures (e.g. fencing) to prevent public access to the asbestos and grit contaminated waste materials at the premises.
5. By no later than **5pm on 8 July 2019**, erect signage to ensure that the general public is warned of the asbestos contaminated waste materials at the premises.
6. Ensure the ongoing maintenance of security measures and signage required by Notice points 4 and 5 above are maintained until all waste materials have been removed from the premises.

### *Remediation actions:*

7. Engage a suitably qualified and experienced persons (e.g. licensed asbestos removalist) to remove and dispose of the asbestos contaminated waste materials from the premises.
8. Engage a suitably qualified and experienced persons (e.g. occupational hygienist) to undertake the following:
  - a. Supervise the removal of asbestos contaminated waste materials from the premises;
  - b. Visually inspect the whole premises for asbestos contaminated waste materials to determine the extent of asbestos contamination across the whole premise, not just the identified areas in this Notice; and
  - c. Provide an asbestos clearance certificate for the whole premises as defined in the Licence (i.e. Lot 1 DP 34135).
9. Provide a copy of this Notice to the person/s engaged in Notice points 7 and 8 above.
10. By no later than **5pm on 2 August 2019**, all of the following waste materials must be removed from the premises:
  - a. Asbestos contaminated waste materials that have been stockpiled;
  - b. Asbestos contaminated waste materials that have been applied to land on the earthen banks;
  - c. Isolated asbestos fragments;
  - d. Biosolid waste materials including all materials removed from the sludge lagoons that are being stockpiled and/or placed onto land; and
  - e. Visible grit contaminated waste materials including stockpiles and/or placed onto land.
11. The waste materials to be removed from the premises identified in Notice point 10 above must include but is not limited to the identified waste materials outlined in Appendix A Figure 1.
12. During the removal of waste materials from the premises dust suppression must be used to prevent the emission of dust from the premises.
13. All waste materials removed from the premises must be transported to a place that can lawfully accept the waste for disposal.

### *Documentation:*

14. By no later than **5pm on 8 July 2019**, provide the EPA with confirmation including photographs that security measures and signage specified in Notice points 4 and 5 have been implemented.
15. By no later than **5pm on 9 August 2019** provide the EPA with a report with the following documentation:

Section 91 Protection of the Environment Operations Act 1997

## Clean-Up Notice



- a. Details of the person/s engaged under Notice point 7 and 8 including name, contact details and qualifications;
- b. Copies of all receipts and dockets proving the lawful disposal of all waste materials including dates, waste material being disposed, volumes disposed and location for disposal;
- c. Classification of all waste materials removed from the premises in accordance with the *Waste Classification Guidelines, Part 1: Classifying Waste EPA 2014*;
- d. Photographs of the premises demonstrating removal of all waste materials including both before and after removal; and
- e. Asbestos clearance certificate for the whole premises that demonstrates all asbestos contaminated waste has been removed from the premises.
- f. Unexpected asbestos finds protocol outlining the steps to be taken should additional asbestos fragments and/or asbestos containing waste material is discovered at the premises.

16. All documents required by the EPA in Notice point 15 above must be provided to the following address:

Unit Head Central West Dubbo  
Environment Protection Authority  
PO Box 1388  
Bathurst NSW 2795  
central.west@epa.nsw.gov.au

### FEE TO BE PAID

- You are required by law to pay a fee of \$550 for the administrative costs of issuing this notice. An invoice for the fee will be provided separately.
- It is an offence not to pay this fee. However you can apply for an extension of time to pay the fee or for the fee to be waived. At the end of this notice there is information about how and when to pay the fee and how to apply for an extension or a waiver of the fee.

A handwritten signature in black ink, appearing to be 'SL', written over a horizontal dotted line.

**Sheridan Ledger**  
**Unit Head Central West**  
**Central West**  
(by Delegation)



Section 91 Protection of the Environment Operations Act 1997

## Clean-Up Notice

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### WARNINGS AND INFORMATION ABOUT THIS CLEAN-UP NOTICE

- This notice is issued under section 91 of the Act.
- It is an offence against the Act not to comply with a clean-up notice unless you have a reasonable excuse.
- Details provided in this notice will be available on the Public Register in accordance with section 308 of the Act

### Penalty for not complying with this notice

- The maximum penalty that a court may impose for a corporation is \$1,000,000 and a further \$120,000 for each day the offence continues. The maximum penalty that a court may impose for an individual is \$250,000 and a further \$60,000 for each day the offence continues.

### When this notice begins to operate

- This notice operates from the day the notice is given, unless a later date is specified in the notice.

### Continuing obligation

- Under section 319A of the Act, your obligation to comply with the requirements of this notice continues until the notice is complied with in full, even if the due date for compliance has passed.

### Cost recovery from the person who caused the incident

- If you comply with this clean-up notice but you are not the person who caused the pollution incident to which the notice relates, you have a right to go to court to recover your costs of complying with the notice from the person who caused the incident.

### Deadline for paying the fee

- The fee must be paid by **no later than 30 days after the date of this notice**, unless the EPA extends the time to pay the fee, or waives the fee.

### How to pay the fee

- Possible methods of payment are listed on the last page of the attached invoice/statement.
- Please include the payment slip from the attached invoice/statement with your payment.

### How to apply for an extension of time to pay/waive the fee

- Any application for an extension of time to pay the fee or for the fee to be waived must be made in writing to the EPA. The application should set out clearly why you think your application should be granted.

### Other costs

- The Act allows the EPA to recover from you reasonable costs and expenses it incurs in monitoring action taken under this notice, ensuring the notice is complied with and associated matters.
- If you are required to pay these other costs and expenses you will later be sent a separate notice called a "Notice Requiring Payment of Reasonable Costs and Expenses".

Section 91 Protection of the Environment Operations Act 1997

## Clean-Up Notice



### Variation of this notice

- The requirements of this notice may only be varied or revoked by written notice issued by the EPA.

### Appendix A



**Figure 1** - Location of contaminated waste materials observed on 28 June 2019 and 29 June 2019  
(Note: letter refers to the Notice point in the background section of this Notice)

### 11.3.5 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:** 11/211

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#### **Walgett**

- Walgett Truck wash completed and on operational. Media release has been done. (Note: Applications for a key are available in Council reception)
- Apex Park Walgett- installation of swing set completed.



#### **Bore Baths**

Scope of works changed to Beautification and enhancement as per agreement - Fence removed and repaired, currently seeking quotes of repairs and painting of the inside of the toilets. Mural quote obtained awaiting upgrading of the interior of toilet block. Furniture needs ordering depending on need. Waiting for quotation for footpath to meet existing footpath

#### **Trevallion Park:**

- Big rocks have been delivered on site.
- Access between Pitt Street and Castlereagh Highway is in progress to be closed off to reduce traffic
- New picnic set and seating around the pond is completed
- Toilets have been refurbished and painted

#### **Cemetery:**

- Dubbo Turf and Local contractor Irrigation contracts have been awarded
- Waiting for section 60 (Risk assessment) from Consultant- approved by EPA
- Community consultation is in progress.

#### **Walgett Weir:**

Tender evaluation has been completed. Council is seeking additional funding of \$543,000 as the bidding amount is more than allocated budget. Negotiation on contractual qualification in progress. Hopefully a report will be tabled on August 2019 Council meeting.

#### **Cumborah Bore:**

One site drilling to commence in the week of 22 July 2019.

#### **Walgett Levee:**

The Public Works has called tenders to rectify the levee bank stage 4. Tenders close on Thursday 25<sup>th</sup> July 2019.

**Rowena village**

- Council has called tenders for the flood study which will close on Friday 19<sup>th</sup> July 2019.
- Table drain construction the both side of the Rowena Road and pipe culvert is in progress.

**Collarenebri**

- Walli sewer pump station (SPS) replacement is in RFQ stage. This project was under New South Wales Office of Water funding.
- Denyer Park Collarenebri - Concrete slab laid, seating and picnic tables have been installed, bin surround awaiting to be installed
- Earl Park Collarenebri - Playground equipment installed. Installation of Softfall completed. Picnic settings and seating arrived, BBQ arrived. Seeking quotes for river walk path, quote obtained for mural on toilet block in the Lions Park. Fence is awaiting to be installed. New signage has been ordered for both parks due first week of August. Erection of shade sail has been ordered and installation is due in September.
- Sludge study – Received deed agreement from Restart. This project is under Restart and Council funding which \$75,000 and \$5,000 respectively.
- Pot hole repairs are in progress

**Gundabloui Road (RR457)**

- Preparation of subgrade for 1.7 km is in progress.
- Tender for 5 km road has been advertised and will close on Wednesday 31<sup>st</sup> July 2019.

**Merrywinebone Road (RR329)**

- Rehabilitation works on heavily damaged section are in progress. The project is funded Drought Relief Heavy Vehicle Access Program and Block grants
- Pot hole repairs are in progress.

**Lightning Ridge**

- RFQ for 3 phase power for bore bath is in progress and will be closed on 8/07/2019
- RFQ for Sprinkler system for trees along the Pandora Street closed on the 8/07/2019
- Pandora Road extension – waiting for Response from western lands.
- Lions Park Lightning Ridge - Shade sail to be ordered and picnic table to be painted – work to be carried out by Council staff.

**Lightning Ridge Chlorination / Aeration:**

- Design works are in progress

**Opal Street**

- Footpath and Kerb/gutter project is completed but waiting for stain seal.
- Plantation of trees with tree guard have been completed.
- 4 Solar lights have been installed in Opal Park.

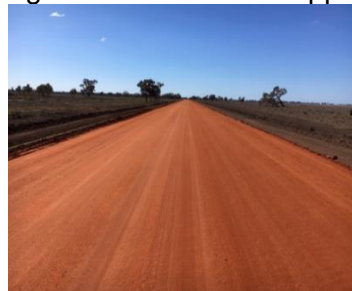
**Burren Junction**

- Burren Park – BBQ, seating and bin surrounds arrived, awaiting concrete slab with skillion to be installed after electrician installs access power for BBQ.



### **Bugilbone Road (SR103)**

- 13.6 km completed
- Sealing of next 2.5 km will be done on 17/07/2019.
- Application for an extension of time till 17<sup>th</sup> August 2019 has been approved.



### **Carinda**

- Carinda Park - Shade sail installed, swing set and swing mats have been installed. Bin surrounds to be installed, Historical sign installed. New park signage ordered and is due by the first week of August
- New sign at the free camp ground at Carinda
- Shakespeare Street Rehabilitation project completed.
- Installation of solar lightning in seven of Council's playgrounds – 4 sensor solar lights have been purchased originally for Apex Park but are trailing in Opal Park Lightning Ridge due to vandalism, installation has been completed and the lights have been a success, lights are going to be rolled out to the other parks.



### **Matters Generally For Brief Mention Or Information Only**

#### **Recommendation:**

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

#### **Moved:**

#### **Seconded:**



## 11.4 ENVIRONMENTAL SERVICES

### 11.4.1 RECYCLING STORAGE SHED – LIGHTNING RIDGE

**REPORTING SECTION:** Environmental Services

**AUTHOR:** Jess McDonald – Director Environmental Services

**FILE NUMBER:**

---

**Summary:**

This report discusses the potential purchase of a storage shed in Lightning Ridge for the storage of recyclable resources.

**Background:**

In July 2019 Council commenced new contracts for the Walgett & Lightning Ridge Landfills. These contracts included the introduction of recycling into the shire. The budget for a recycling shed in Walgett is included in the 2019/2020 budget, however, Council also has made an application to the EPA Trust under the Waste Less Recycle More grants program for \$200,000 towards a shed in Walgett.

A 2017 public survey carried out by Council and Impact Environmental Consulting Pty Ltd revealed there is demand and expectation from the public for Council to provide a recycling service.

**Current position:**

Council's new Landfill contracts for the Management & Operations of the Lightning Ridge Landfill commenced on 1<sup>st</sup> July 2019 and include the introduction of recycling. The contracts provide that any resources such as plastic bottles and cardboard will be managed at the landfill by the contractor through receipt and on-site storage. It is proposed to manage the recycling processes in both Walgett and Lightning Ridge in a similar matter, except that there is no room for facilities on site in Lightning Ridge.

Council will organise for the transport of the resources to the storage facility once a facility is available. Council has the ability to on-sell resources, however needs to be able to store resources until such a time that a suitable amount for transport can be acquired. It is also important to ensure resources are kept clean and dry to attract a premium price.

Council can also assist by providing 'yellow recycling bags' or at home recycling separating units/bins for use at home. This will make it easy and practical for those at home to separate wastes for transport to the waste facility.

A small facility will be installed at the Lightning Ridge landfill, being a concrete slab with a cover and include appropriately sized receptacles that are easy to transport. A small to medium sized industrial shed suitable for storage in an appropriate location is required to store the bulk of the resources where it can be handled and stored for pick up or transport out of the Shire.

In the event that Council is successful for the \$200,000 grant money from the EPA trust for the Walgett Recycling shed, Council can resolve to allocate the funds from that budget to the Lightning Ridge Recycling Shed once this information is known. Once Council received notification from the EPA Trust in relation to this particular project, whether positive or negative, DES will commence this project at the Walgett Landfill.

For the purpose of today's report, DES is seeking a \$220,000 budget line from the Domestic Waste Management Fund (DWMF) for the potential purchase (at this stage) of a recycling

shed at Lightning Ridge and the installation of a small covered area at the landfill to place receptacles and install signage.

Should an appropriate existing shed not be able to be purchased, Council should consider the option of erecting a new shed in a suitable location.

Further reports to Council may be required prior to any purchases being made.

**Relevant reference documents/policies:**

N/A

**Governance issues:**

Environmental Planning & Assessment Act 1979

**Environmental issues:**

- Introduction of recycling into the shire means a reduction of resources being landfilled;
- Potential to increase landfill life;
- Council must ensure appropriate storage of recyclables and ensure all planning matters are considered.

**Stakeholders:**

Walgett Shire Council, Landfill Contractors, Community

**Financial Implications:**

At present, the breakdown of costs are:

\$200,000 for the purchase of an appropriate shed, and any required appropriate works such as fire services and site preparations. \$20,000 for the installation of a covered area and slab, and the purchase of receptacles for recycling storage at the landfill site.

**Alternative solutions/options:**

Council erect a recycling shed: This is a viable option which can be considered. However, Council should explore the possibility of purchasing a suitable shed before deciding to erect a new one.

Do Nothing: This is not recommended as Council's 2017 public participation survey revealed that the community would like to see the introduction of recycling.

| <b>Recycling Storage Shed</b>                                                                                                                                                                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Walgett Shire Council resolve to:</p> <p>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 a recyclables storage shed in Lightning Ridge and the installation of a recycling collection area at the Lightning Ridge Landfill.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

### 11.4.2 REMEDIATION OPTIONS – 1 EARL STREET COLLARENEBRI

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Jess McDonald – Director Environmental Services  
**FILE NUMBER:**

---

#### **Summary**

This report discusses soil testing that has occurred at 1 Earl Street, Collarenebri as a result of request of Council previously. The discussion at the time was that the shed could be removed to make way for an extension to the skate park area for additional seating/picnic area. The area has a history of contamination, the type of which was previously unknown.

#### **Background**

Soil testing at the premises has identified contaminants at the site of lead and aldrin/dieldrin in the immediate vicinity of the shed.

#### **Current position**

On 4<sup>th</sup> July 2019 Council received a report as requested in regards to remediation options for 1 Earl Street, Collarenebri, a site owned by Walgett Shire Council.

The report is attached and includes 3 options for Council's consideration.

Options 1 and 2 require on-going maintenance by Council, whereas option 3 is permanent and does not require on-going maintenance or monitoring.

The report suggests further investigations and testing should occur and DES has authorised this to get a bigger picture of the contamination issue and in order to collect accurate quotes for the works to occur.

It is recommended that Council consider Option 3 as the most appropriate option moving forward. It may be considered appropriate to demolish and remove the shed at the same time should Council wish to use the site in the future. Removal of the shed however may not be required and this will increase immediate costs, however if Council wishes to use the site in the future removal of the shed at the time of site remediation would be most economical. DES will organise two separate quotes to deal with this matter and to provide Council with as much information as possible.

Council will have further clarification on the issue after further testing is carried out to determine the full scale of the issue.

#### **Relevant reference documents/policies:**

Attached report dated 4<sup>th</sup> July 2019 – Remediation Options 1 Earl Street, Collarenebri

#### **Governance issues:**

- Protection of the Environment Operations Act 1997
- Ensuring Public Health & Safety.

#### **Environmental issues:**

- Assuring public health and safety;
- Ensuring a healthy environment;
- Potential to reuse the site for recreational purposes.

#### **Stakeholders:**

Walgett Shire Council, Community

**Financial Implications:**

Testing at the site cost \$6,754.00 which included a follow-up report to Council.

Further testing/investigations will cost approximately the same figure.

A further report to Council is required for action once more information is made available and can Council can ascertain clean-up costs. A new budget line can be set for the remediation of the site.

For the purposes of further testing/investigations at the site, a budget of \$7000.00 should be set aside and a new ledger created for the project.

**Alternative solutions/options:**

Council select options 1 or 2 as per the attached report: These are both viable options however Council would then be subject to on-going monitoring and maintenance of the site. A budget may need to be set for this.

Do Nothing: This is not recommended as Council would be breaching its duty of care to the public.

| Remediation Options – 1 Earl Street, Collarenebri                                                                                                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Walgett Shire Council resolve to:</p> <p>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 \$7000 for further testing/investigations to be carried out by Council.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

Attachments:

Report by EnviroScience – Remediation Options – 1 Earl Street, Collarenebri

# EnviroScience

4<sup>th</sup> July 2019  
Walgett Shire Council  
77 Fox Street,  
Walgett, NSW, 2832.  
Attention: Jessica McDonald  
Our Reference:119142\_L01

**Re: 1 Earl Street, Collarenebri, NSW, 2833, Remediation Options**

Dear Jessica,

Following the investigation of the shed and surrounding land at 1 Earl Street, Collarenebri, the following options are provided as potential remediation options for your consideration as per your request received via email on the 2<sup>nd</sup> July 2019.

Given that the land is currently used as a skate and recreation park and is approximately 135m from the Barwon River, the key consideration during any remediation action of such land is to restrict exposure to the contaminated soils by potential receivers. The receivers identified for this site include the park users, animals and insects who inhabit or visit the site, plants growing on site and groundwater below the surface of the site.

The key contaminants identified on this site are lead and aldrin/dieldrin.

Possible sources of lead include potential migration from adjacent properties and fuel, lead paint and uncontrolled fill.

Sources of aldrin/dieldrin include pesticide and herbicide use on the property and inappropriate disposal of the chemicals and cleaning spray equipment.

While the site shows elevated lead levels across the site, aldrin/dieldrin is significantly elevated in one location only – S02 which was taken along the western boundary of the site, further information can be found in the report titled *'Initial Site Investigation-Walgett Shire Council 1 Earl Street, Collarenebri NSW 2833'*. A map of the sampling locations is provided within Figure 2 of the report.



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Ph 1300 372 436  
[www.enviroscience.com.au](http://www.enviroscience.com.au)

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Dubbo NSW 2830

**SYDNEY**  
2/2-4 Hale Street  
Botany NSW 2019

**WAGGA WAGGA**  
12 Chaston Street  
Wagga Wagga NSW 2650

**TAMWORTH**  
4/156 Marius Street  
Tamworth NSW 2340

**MAROOCHYDORE**  
1B/48 Aerodrome Road  
Maroochydore QLD 4558

# EnviroScience

Given both contaminants do not bio-degrade, remediation options are limited to on-site containment or off-site disposal of the contaminated soils.

Onsite containment aims include:

1. Restricting direct access to the soils
2. Minimising dust generation
3. Controlling any runoff and containing it onsite
4. Minimise risk to site users

Offsite disposal aims include:

1. Removing contaminated soils
2. Appropriate disposal
3. Remove risk to site users

Options for onsite containment and offsite disposal for the site are as outlined below;

***Option 1: Restrict access and control migration pathways***

Removal and restriction of the movement of potential receivers is the key control in this option. The site would be isolated using fencing to prevent direct contact with the contaminated soils. Other measures include ensuring good ground cover to minimise dust generation and sediment migration and control of any runoff through appropriate erosion and sediment controls. This option will require ongoing monitoring and maintenance to ensure the measures are effective. This option will not prevent migration to the groundwater aquifer or migration if flooding occurs on site. Installation of groundwater monitoring bores and ongoing groundwater monitoring to ensure no migration of the contaminants to the aquifer should be considered.

An environmental management plan and work health and safety plan would be required to be implemented at the site for users and visiting maintenance workers.



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## ***Option 2: Cap and contain measures***

This option includes a non-permeable barrier to the soils in the form of clay or other material to prevent contact and dust generation of the soils. This barrier would need to run across the site to cover the known contamination and under the shed. The cap would be approximately 20m by 60m and run across the site diagonally from the north western corner to the south east. This option will require ongoing monitoring to ensure the integrity of the cap. Installation of groundwater monitoring bores and ongoing groundwater monitoring to ensure no migration of the contaminants to the aquifer should be considered. This option would require inspection after any flood events to ensure that no erosion or cap damage has occurred.

An environmental management plan and work health and safety plan would be required to be implemented at the site for users and visiting maintenance workers.

## ***Option 3: Excavation and disposal***

This option involves excavation and disposal of the identified contaminated soils to an appropriately licenced waste facility. Currently only surface samples have been collected so the depth of the contamination is unknown. Further investigations should be considered to characterise the contamination on site including depth and spread. Given that current results show the lead and aldrin/dieldrin do not occur in the same areas, it would be recommended that the soils be separated into two waste streams for waste classification and disposal.

Given the current sampling results and soil profiles, it would be recommended that the excavation be undertaken to a depth of 0.3m at minimum across the site. Validation sampling of the soils remaining on site would then be required to ensure the remain soils are below the site selected limits. Excavation area would be approximately 60mx20m x0.3m for lead contaminated soils and 10m x 2m x0.3m for the aldrin/dieldrin contaminated soils, around the S02 soil sample location.

Once the excavation of the soils has been undertaken, the soils remaining on site would then require validation sampling for the selected contaminants across the site. Should the validation testing indicate elevated lead concentrations, further remediation actions would be required followed by validation of that area.



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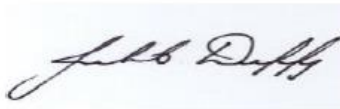
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Maroochydore QLD 4558



# EnviroScience

A remediation action plan and validation report would be required for this option. Once the site has been validated and remediated, the site would require no further ongoing management for contamination.



**Juliet Duffy MSM USyd MAICD**

Director, Licensed Asbestos Assessor LAA-000102, NATA Signatory

*NSW Regional Woman of the Year 2018*

*AFR 100 Women of Influence 2018*



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### **11.4.3 MATTERS FOR BRIEF MENTION OR INFORMATION ONLY FROM DIRECTOR ENVIRONMENTAL SERVICES**

**REPORTING SECTION:** Environmental Services

**AUTHOR:** Jess McDonald – Director Environmental Services

**FILE NUMBER:**

---

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

#### **Lightning Ridge cemetery Clean-Up – EPA Illegal Dumping Grants**

In July 2019 Council contractors cleaned up several areas near Lightning Ridge cemetery as part of the Illegal Dumping Grants Project. New signs will be installed in the areas where the dumping occurred to assist in deterring further dumping in the area. Council has received a number of positive comments in relation to the clean-up and will continue to work towards cleaning up areas within the shire.

#### **PIRMP Testing & Training – Walgett STP & Walgett Landfill Licenses**

On 17<sup>th</sup> July 2019 Council staff underwent Pollution Incident Response Management Plan testing & Training as required by EPA Licenses for the Walgett Landfill and STP. The testing was carried out by Bob Bailey Consulting Pty Ltd. The testing is important to ensure that all staff, Council and contractors can respond to an emergency and activate the PIRMP appropriately. Council is required to undertake the testing annually as part of their Environmental Protection Licenses.

| <b>Matters for Brief Mention of Information Only from Director Environmental Services</b>                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>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.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

## 16. RESPONSE TO QUESTIONS FROM LAST MEETING

### Clr Smith

Q1: When will the car park at Collarenebri Boat Ramp be sealed?

*Sealing will be completed on the 16/07/2019*

Q2: Can the potholes on northern end of Gundabloui Road be addressed?

*Work is in progress*

Q3: When will attention be given to the four bridges in the Collarenebri area?

*Town Bridge (Rocky Ford) – Work in progress*

*Thalaba Bridge (35kms out on Merrywinebone Road – RR329) – Work in progress*

*Garwin Bridge (8kms out on the Cryon Road – SR5) – Work in progress*

*Thalaba Bridge (15kms out on the Cryon Road (SR5) – Work in progress*

Q4: Who maintains the Collarenebri Swimming Pool during the off season?

*Council staff to carryout general maintenance in the off season.*

Q5: Can the old road gravel be donated to the Collarenebri School for school grounds?

*Action has been taken*

Q.6: Can a memorial plaque be placed on a rock at the shelter in the Collarenebri Cemetery in memory of John Torrens?

*Site has been inspected and work in progress*

### Clr Taylor

Q1: Does the Ranger require any additional funding/assistance following the recent dog attacks on sheep at Opal Downs?

*Ranger has fantastic internal support and is able to manage the issue at hand to progress and finalise the matter*

Q2: Who is responsible for the cleaning of the toilet at the RV stop in Lightning Ridge? It requires immediate attention.

*RMS have been notified*

### Clr Turnbull

Q1: Can the trees along Pandora Street (Opal Caravan Park side) be trimmed?

*Work in progress*

Q2: Can the bridge approaches across the whole shire be inspected for maintenance and safety issues?

*Inspections are in progress*

Q3: The culvert at the 50km post towards Lightning Ridge needs attention. Can all culverts across the shire be inspected for maintenance and safety issues?

*RMS have been notified*

### Clr Keir

Q1: Can the Walgett Showground Kitchen facility be inspected? There are a number of maintenance issues, including water leaks, faulty stoves/ovens and general cleanliness.

*The kitchen was cleaned thoroughly before the show and the repairs to the stove and ceiling completed.*

Q2: Does Council own mobile advertising lights/signs? Can they be hired to Shire Committees and what is the cost?

*It's Council policy not to hire out the electronic road signs*

Clr Walford

Q1: *Can handrails be installed in the disability toilet at the Lightning Ridge Bore Baths?*

*Property staff will carry out inspection and arrange for appropriate handrail installation.*

Clr Woodcock

Q1: *Can inspections be carried out of the footpaths in Morilla Street, Lightning Ridge? There have been two slip and trips in recent weeks due to uneven footpaths.*

*Work has been allocated to the Lightning Ridge crew.*

## **17. QUESTIONS FOR THE NEXT MEETING**

*Please complete the form: Questions for the Next Meeting and return the forms to the Executive Assistant.*

## **18. CLOSE OF MEETING**

**Time: .....**