WALGETT SHIRE COUNCIL

AGENDA

26 May 2009

RAY KENT
General Manager

18 May 2009

Walgett Shire Council
PO Box 31
WALGETT NSW 2832

NOTICE IS HEREBY GIVEN that the Ordinary Meeting of Walgett Shire Council will be held in the **Walgett Shire Council Chambers commencing at 10.00am.**

AGENDA

1. Opening of Meeting

2. Acknowledgement of Traditional Owners

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

3. Apologies

4. Welcome to Visitors

5. Public Forum Presentations

(Limited to five minute presentations, and must relate to items listed within the Business Paper)

6. Declaration of Pecuniary/Non Pecuniary Interests

7. Confirmation of Minutes ..... Page 5

8. Reserve Trust Management Committee Reports - Nil

9. Mayoral Minutes – Repair of Scales at Walgett Saleyard

10. Motions of which Notice has been given ..... Page 22

11. Presentation of Petitions Nil

12. Councillor's Questions with Notice - Nil

13. Reports of Delegates and Representatives - Nil

14. Reservation of items for Debate

15. Reports of Officers

GENERAL MANAGER

1. Date for September 2009 Council Meeting 25
2. Lightning Ridge Precinct Committee – Minutes of Meeting 26

DIRECTOR CORPORATE AND COMMUNITY SERVICES

3. Proposed Lodgement of Grant Applications 29
4. Investment Report as at 30 April 2009 31
5. Report on Youth Development and Services February 2009 – April 2009 33

DIRECTOR PLANNING AND REGULATORY SERVICES

6. 2008-2009 Heritage Strategy Annual Report 39
7. Development and Complying Development Certificate Applications 39
8. Policy Reserve Near the Lightning Ridge Airport 39

DIRECTOR URBAN INFRASTRUCTURE SERVICES

9. Status of Lightning Ridge Diving Pool Heating System 39
10. Memorandum of Understanding – Water Utilities Sharing Group 39

DIRECTOR RURAL INFRASTRUCTURE AND SUPPORT SERVICES

11. Maintenance of Tracks on Opal Fields 39
12. Council Procedure AFM - Motor Vehicle 39
13. Tenders - Plant Hire 39

16. Reports of Committees

17. Questions without notice from Councillors

18. Confidential Reports/Closed Council Meeting

1. Installation of Water Meters in Walgett and Collarenebri ..... Page 3
A report on this matter will be tabled at the Council Meeting
2. Former Mineral Claim 9701, Lightning Ridge ..... Page 4

19. Close of Meeting

3. Apologies

Councillor Keir has apologised as she will be unable to attend the August Council Meeting.

Recommendation:

1. That Councillor Keir's apology be noted and that she be granted leave of absence from the August 2009 Meeting of Council.

6. Declaration of Pecuniary/Non Pecuniary Interests

7. Confirmation of Minutes

DRAFT

WALGETT SHIRE COUNCIL

MINUTES

12 May 2009

RAY KENT
General Manager

WALGETT SHIRE COUNCIL MINUTES

MINUTES OF THE MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE WALGETT COUNCIL CHAMBERS ON TUESDAY 12 MAY 2009 COMMENCING AT 10:18 am

PRESENT

Clr I Woodcock	(Mayor)
Clr G Colless	(Deputy Mayor)
Clr R Greenaway	
Clr J Keir	
Clr M Martinez	
Clr K Smith	
Clr L Walford	
Clr G Murray	
Mr R Kent	(General Manager)
Ms C Medcalf	(Director Corporate & Community Services)
Mr M Goodwin	(Director, Planning and Regulatory Services)
Mr I Taylor	(Director, Rural Infrastructure & Support Services)
Mr F Corelde	(Director, Urban Infrastructure Services)
Miss J Gates	(Minute Secretary)

Apologies

The Mayor lodged an apology on behalf of Councillor Lane who was unable to attend the meeting because of work commitments.

Public Forum Presentations

Mr Jack Baker – Walgett Ratepayers Association

Mr Jack Baker raised concerns regarding the below items:

- April Meeting Resolution 96/09 – sought clarification as to whether staff in Council dwellings had responsibility pursuant to lease to maintain property
- Fees and Charges for Counter enquiries – definition sought
- Responsibility for setting rates
- The size of the projected Budget surplus

Declaration of Pecuniary/Non Pecuniary Interests

Nil

WALGETT SHIRE COUNCIL MINUTES

127/09	Confirmation of Minutes

Motion:

That the minutes of the Council Meeting held 28 April 2009 be confirmed.

Moved: Clr Walford
Seconded: Clr Smith

AMENDMENT

1. That the minutes of the Council Meeting held 28 April 2009 be confirmed with the following amendments.

   a. That the notes relating to resolution 115/09 Walgett District Historical Society be altered to include the following:

      Ensure there are two separate leases for the Historical Society, one for the Old Council Chambers and one for the Masonic Lodge.

   b. That resolution 97/09 letter to Greater Western Area Health Service be altered to read as follows:

      That Council write a letter to the Health Manager of the Greater Western Area Health Service (GWAHS), with a copy to the Minister for Health, and the General Manager of GWAHS expressing Council's concern at the state of the grounds of the Walgett Hospital.

Moved: Clr Keir
Seconded: Clr Murray

CARRIED

10:25am Director Fred Coralde entered the meeting

Reserve Trust Management Committee Reports

Nil

Mayoral Minutes

Nil

Motions of which Notice has been given

Nil

Presentation of Petitions

Nil

WALGETT SHIRE COUNCIL MINUTES

Councillors Questions with Notice

Nil

Reports of Delegates and Representatives

Nil

Reservation of items for Debate

Nil

Reports of Officers

WALGETT SHIRE COUNCIL MINUTES

128/09	2009/2010 Fees and Charges

Motion:

That the proposed Fees and Charges 2009/2010, as listed in the attached schedule, be approved for inclusion in the Draft Management Plan 2009/2010 - 2013/2014 for public exhibition, with Council reserving the right to vary fees and charges of a commercial nature as circumstances require.

Moved: Clr Walford
Seconded: Clr Keir

AMENDMENT

1. That the proposed Fees and Charges 2009/2010, as listed in the attached schedule, be approved for inclusion in the Draft Management Plan 2009/2010 - 2013/2014 for public exhibition, with Council reserving the right to vary fees and charges of a commercial nature as circumstances require and to include the following amendments

   * Delete Counter enquiries
   * Under "Burial – Monumental Section" include Walgett, Lightning Ridge and Collarenebri
   * Under "Burial Monumental Section" Burren Junction, Cumborah and Carinda include Angledool
   * Fee for chairs and tables for the Showground be amended as follows: Chairs $1 and Tables $5
   * Under Construction and Complying Development Certificates include the Development Application fees
   * Under "Engineering – Showground" include the user fee for the hire of the showground
   * Remove all fees and charges relating to the Lightning Ridge swimming pool

Moved: Clr Greenaway
Seconded: Clr Murray

CARRIED

11:16am Clr Walford left the meeting
11:21am Clr Walford returned to the meeting

11:26am Clr Colless left the meeting
11:30am Clr Colless returned to the meeting

WALGETT SHIRE COUNCIL MINUTES

129/09	New Expenditure Proposals 2009/2010: CCTV Project – Heating of Lightning Ridge Diving Pool

Resolution:

That the CCTV project ($150,000) not be funded for Lightning Ridge and that the monies be reallocated to the heating of the Lightning Ridge Diving Pool and that the money be expended in the 2009/2010 financial year.

Moved: Clr Woodcock
Seconded: Clr Martinez

CARRIED

130/09	New Expenditure Proposals 2009/2010: Cumborah Meeting Room

Resolution:

That $60,000 be allocated to build a meeting room at Cumborah.

Moved: Clr Martinez
Seconded: Clr Walford

CARRIED

12:26 The Mayor vacated the chair and the Deputy Mayor assumed the role of chairperson.

12:27pm The Mayor returned to the meeting and assumed the role of chairperson.

131/09	New Expenditure Proposals 2009/2010: Sealing of Main Street at Come-By-Chance

Resolution:

That $65,000 be allocated to the sealing of the main street at Come-By-Chance.

Moved: Clr Keir
Seconded: Clr Smith

CARRIED

WALGETT SHIRE COUNCIL MINUTES

132/09	New Expenditure Proposals 2009/2010: Sealing of street near Collarenebri Hospital

Resolution:

That $40,000 of the reseal budget be provided for the resealing of the road in front of the Collarenebri hospital/ambulance station.

Moved: Clr Greenaway
Seconded: Clr Smith

CARRIED

12:40pm Adjourned for lunch

1:14pm Returned from lunch

133/09	New Expenditure Proposals 2009/2010: Burren Junction Bore Baths

Resolution:

That a portion of the $52,000 allocated from the Regional Infrastructure Program be used for shading for the Burren Junction Bore Baths.

Moved: Clr Greenaway
Seconded: Clr Walford

CARRIED

1:17pm Clr Keir returned to the meeting from the lunch break

134/09	New Expenditure Proposals 2009/2010

Motion:

That the first ten items of the New Expenditure Proposal Schedule (Operational General Fund) be allocated the funds as set out in the Schedule.

Moved: Clr Greenaway
Seconded: Clr Walford

MOTION WITHDRAWN

WALGETT SHIRE COUNCIL MINUTES

135/09	New Expenditure Proposals 2009/2010: Fishing Competition for Collarenebri

Resolution:

That the proposed funds for the Collarenebri Fishing Competition be removed from the New Expenditure Proposal Schedule.

Moved: Clr Greenaway
Seconded: Clr Smith

CARRIED

136/09	New Expenditure Proposals 2009/2010: Community Centre for Lightning Ridge

Resolution:

That the funds allocated for the Community Centre for Lightning Ridge be removed from the new expenditure proposal schedule.

Moved: Clr Greenaway
Seconded: Clr Murray

CARRIED

137/09	New Expenditure Proposals 2009/2010: Lightning Ridge Opal Queen and the Opal Jewellery Design Awards

Resolution:

That the funds for the Lightning Ridge Opal Queen and the Opal Jewellery Design Awards be included in future baseline budgets.

Moved: Clr Greenaway
Seconded: Clr Keir

CARRIED

138/09	New Expenditure Proposals 2009/2010: Lighting and Springboards for the Lightning Ridge Diving Pool

Resolution:

That the $82,000 allocated for lighting for the Lightning Ridge Diving Pool be removed and that $82,000 be allocated for Springboards for the Diving pool.

Moved: Clr Walford
Seconded: Clr Smith

CARRIED

WALGETT SHIRE COUNCIL MINUTES

139/09	New Expenditure Proposals 2009/2010: Rowena Lane, maintenance of bus runs and approaches to Bulyeroi Bridge

Resolution:

That the funds allocated to repair edges and pot holes in Rowena Lane ($35,000); Gravel and Maintenance of bus runs ($7,000) and repair approaches to Bulyeroi Bridge over Thalba Creek ($30,000) be deleted and funded out of the baseline budget.

Moved: Clr Greenaway
Seconded: Clr Smith

CARRIED

140/09	New Expenditure Proposals 2009/2010: Saleyard scales and resurfacing of the road into the saleyards

Resolution:

That $15,000 be allocated to repair the saleyard scales and to resurface the road into the saleyards.

Moved: Clr Colless
Seconded: Clr Keir

CARRIED

141/09	New Expenditure Proposals 2009/2010: Burren Junction Bore Baths – 2nd Evaporation pond design

Resolution:

That $80,000 be allocated for the development of the Burren Junction Bore Baths 2nd evaporation pond.
Moved: Clr Colless
Seconded: Clr Keir

CARRIED

WALGETT SHIRE COUNCIL MINUTES

142/09	New Expenditure Proposals 2009/2010: Walgett dirt runway and tie down area

Resolution:

That $4,500 be allocated for the build up of the low lying part of the Walgett dirt runway and tie down area.

Moved: Clr Murray
Seconded: Clr Keir

CARRIED

143/09	New Expenditure Proposals 2009/2010: Water Supply – Update mains, reservoirs, hydrants and install pump at Rowena

Resolution:

That $80,000 be allocated for the upgrade of the Rowena Water supply.

Moved: Clr Greenaway
Seconded: Clr Smith

CARRIED

144/09	New Expenditure Proposals 2009/2010: Water Treatment Plant Rehabilitation at Walgett

Resolution:

That the $600,000 allocation for the Water Treatment Plant Rehabilitation be deleted and that $40,000 be allocated for the purpose of planning and design of the Walgett Water Treatment Plant Rehabilitation.

Moved: Clr Murray
Seconded: Clr Keir

CARRIED

145/09	New Expenditure Proposals 2009/2010: Collarenebri Effluent Ponds/Lawn Cemetery

Resolution:

That the $70,000 allocation for the Collarenebri effluent ponds to establish and water a new lawn cemetery be deleted.

Moved: Clr Murray
Seconded: Clr Keir

CARRIED

WALGETT SHIRE COUNCIL MINUTES

146/09	New Expenditure Proposals 2009/2010

Resolution:

That the proposals for new expenditure in 2009/10, outlined in Attachment One of the agenda and as modified by preceding Resolutions, be exhibited for public comment as part of the Management Plan 2009/10-2013/14.

Moved: Clr Walford
Seconded: Clr Greenaway

CARRIED

2:50pm Clr Walford left the meeting
2:52pm Clr Walford returned to the meeting

147/09	New Expenditure Proposals 2009/2010

Resolution:

1. That a letter be written to the Department of Water and Energy regarding the anomalies in the application of irrigable rate charges to the whole of an assessment irrespective of the area of the assessment subject to an irrigation license

2. The issue be taken up with the 'C' Division and the Western Division of the Shires Association and with the Shires Association directly.

Moved: Clr Murray
Seconded: Clr Keir

CARRIED

3:05pm Clr Colless left the meeting

WALGETT SHIRE COUNCIL MINUTES

148/09 2009/2010 Rates

Resolution:

That the recommended rates, with the 3.5% increase, be included in the Draft Management Plan 2009/2010-2013/2014 for public exhibition with the following amendments:

	2010 Rate in $	2010 Base Amount
Rural less than 40 hectares	0.0077625	$115.00
Preserved Opal Fields – Business	0.06	$170.00
Preserved Opal Fields – Residential	0.04881946	$115.00
Other – Residential		$115.00
Other – Business		$135.00

Moved: Clr Walford
Seconded: Clr Martinez

CARRIED

150/09 Draft Budget 2009/2010

Resolution:

1. The Walgett Shire Council Draft Budget 2009-2010, provided under separate cover and modified by resolutions of Council made in respect of preceding items, be exhibited as part of the Management Plan 2009/10 – 2013/14.

2. The Draft Management Plan be exhibited from Friday 15th May 2009 to Friday 12th June 2009 with a closing time for submissions being 4:30pm on 12th June 2009.

Moved: Clr Murray
Seconded: Clr Keir

CARRIED

3:09pm Clr Colless returned to the meeting

Questions without Notice

Clr Keir

Question 1:

Why do we have the U-Turn in Fox street near Tommy Johnsun's shop?

Response:

The Director Rural Infrastructure and Support Services indicated that the U-Turn was placed there at the direction of the Local Area Traffic Committee. It is a safety measure for persons using the pedestrian crossing, as well as an aid for traffic turning from Warrena Street into Fox street.

Question 2:

At the Walgett Cemetery, there is only one tap available which is located near the front of the cemetery. Are we able to get another tap near the middle of the cemetery where the roses are?

Response:

The Director Rural Infrastructure and Support Services indicated that he will take the question on notice for the Director Urban Infrastructure.

Question 3:

The large sign that was ordered for Come-By-Chance that is like the other ones in the Shire, where is it and can we get it erected?

Response:

The Director Rural Infrastructure and Support Services indicated that he will look into this issue.

Question 4:

Is someone able to have a look at the state of the Come-By-Chance tip, it is currently in a mess?

Response:

The Director Rural Infrastructure and Support Services indicated that he will take the question on notice for the Director Urban Infrastructure.

WALGETT SHIRE COUNCIL MINUTES

Clr Greenaway

Question 1:

What is the policy in regards to who receives subsidised rent?

Response:

The General Manager indicated that at the last council meeting a report was presented to Council which identified the positions eligible for rent subsidy.

Question 2:

Is it true that the IT person has been terminated? Was there a cost to Council?

Response:

The General Manager indicated yes. The General Manager indicated the only cost to Council was payment in lieu of notice.

Councillor Smith

Question 1:

Is there a new person in that position of IT Systems Administrator?

Response:

The Director Corporate and Community Services indicated that at this stage that position is vacant. We are in the process of moving over to Acceler8 as IT Service provider and once this is completed, we will assess the need for an ongoing fulltime position.

3:20pm Clr Keir left the meeting
3:21pm Clr Keir returned

Clr Greenaway

Question 1:

There has been someone harassing the ladies at the Historical Society over old rate books?

Response:

The Director Corporate and Community Services indicated that she will look into this matter. The Director also indicated that pursuant to the State Records Act, Council is required to keep the old rates books. The General Manager also indicated that he will follow up this matter.

WALGETT SHIRE COUNCIL MINUTES

Clr Colless

Question 1:

Have staff received a phone call from a lady regarding a dangerous culvert on the Coonamble road approximately 14kms out on Highway 333 or main road 383?

Response:

The Director Rural Infrastructure and Support Services indicated that he will investigate this matter further.

Clr Martinez

Question 1:

Has a site been proposed for the skate park in Lightning Ridge?

Response:

The Director Corporate and Community Services indicated that the original site adjacent to the HACC Centre has already been identified for the Community Centre project. The preferred site is now on land adjacent to the Caravan Park where the public toilets are also to be built.

Question 2:

The standpipe going in at Lightning Ridge, is it going to be metered with a card system? Would it not be more feasible to put it in front of the police station instead of the proposed location?

Response:

The Director Rural Infrastructure and Support Services indicated that everything is open for potential vandalism. However, there is small likelihood of vandalism to the standpipe and the proposed location is the preferred location.

Clr Walford

Question 1:

What is the location for the Walgett Skate Park – have received several calls regarding this?

Response:

The Director Corporate and Community Services advised that the site is on the corner of Dewhurst and Fox Street, where the old tennis courts are. She further indicated that this site is also proposed to house Netball courts.

WALGETT SHIRE COUNCIL MINUTES

Clr Smith

Question 1:

Are we going to get a copy of the quotes for the skate park?

Response:

The Director Corporate and Community Services indicated yes she can provide the quotes.

Clr Walford

Question1:

What was organised with the lease for the Walgett swimming pool – just want clarification?

Response:

The Deputy Mayor advised that a new 1 year lease would be tendered in order to open up the possibility of tendering both the Walgett and Collarenebri pools in 2010.

Clr Smith

Question 1:

What date do we need to put our notices of motions and question with notice?

Response:

The General Manager indicated that Notices of Motion and Questions with Notice need to be submitted by Wednesday 13th May. He also indicated that this is to ensure that staff have enough time to prepare the agenda to enable Councillors to receive their copy 1 week prior to the Council Meeting.

Clr Murray

Question 1:

I have received a letter from Jack McLean regarding a dispute over land. What is Council's role in this matter?

Response:

The General Manager indicated that this is a civil dispute between the two owners and Council has no involvement in this matter. The Director Planning and Regulatory Services further indicated that Council offered 101 Fox as is. The Director further indicated that there are currently two separate issues at hand, both relate to mistaken assertions regarding ownership of a small parcel of land in Fox street.

WALGETT SHIRE COUNCIL MINUTES

The Director further indicated that he will look at the files and provide Councillors copies of relevant correspondence in respect of the matter.

3:38pm Clr Martinez left the meeting.
3:40pm Clr Martinez returned to the meeting

Clr Greenaway

Question 1:

Heard on the news that government grants were allocated and that Walgett was successful in obtaining a grant for seating under the shade at the Walgett swimming pool?

Response:

The General Manager and the Director Corporate and Community Services both indicated that they were not aware of this and that they will investigate further.

Question 2:

Is there any word on the Strategic Projects Infrastructure grant money?

Response:

The General Manager advised that we expect to hear soon.

The meeting closed at 3:48pm

To be confirmed at the meeting of Council to be held on Tuesday 26th May 2009.

Mayor General Manager

Recommendations:

1. That the minutes of the Council Meeting held on 12 May 2009 be confirmed.

9. Mayoral Minutes

COUNCIL MEETING: 26th May 2009

SUBJECT: Repair of Scales at Walgett Saleyard

Summary:

In order that proposed sales can proceed in June 2009, it is necessary that the damaged scales at the Saleyards be repaired. The Draft Budget for 2009/10 provides $15,000 for the repair of the scales and maintenance of entrance driveway.

Discussion (including issues and background):

Two fat cattle sales are proposed to be held at the Saleyards in June if the scales ca be repaired. Each sale would involve 900 to 1000 head. The cost of the repair would not be greater than $7,500. Councils account (ledger 11.3052.3977) for maintenance of the Saleyards has a balance of $4,924 for 2008/09.

Relevant Reference Documents:

Quotation from A1 Weighing Equipment Pty Ltd

Stakeholders:

Local Cattle produces and Council

Financial Implications:

Additional expenditure of $2,550 in 2008/09 balanced by a reduction in proposed expenditure in 2009/10.

Recommendations:

That:

1. **The scales at the Walgett Saleyards be repaired and the cost be funded from the Saleyards Maintenance Account ($4,924) and increased expenditure in t he General Fund for 2008/09 of $2,550.**

2. **The new expenditure proposal for 2009/10 of $15,000 for repair of the scales and maintenance work on the entry driveway to the Saleyards be reduced by $7,500**

Attachments:

Quotation from A1 Weighing Equipment Pty Ltd.

11. May. 2009 14:57 A1 WEIGHING EQUIP No. 2076 P. 1/181

67322269.

A1 WEIGHING EQUIPMENT PTY LTD

A.C.N. 052 266 378
A.B.N. 98 252 243 475

A Member of the Weighing Industry Association of Australia
International Society of Weighing & Measurement

Office Address:
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TOOWOOMBA Qld 4350
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www.a1weighing.com.au

Total Pages: 1 **QUOTATION** **Number: 1713**

Attention Chris Clemson
Customer Walgett Shire Council
Address:

Date: 11th May 2009
Phone:
Fax: 0268283999

Subject: Re Weighbridge

Chris,

As per our recent discussion regarding repairs to your cattle weighbridge, we offer the following for your consideration.

Travel to site at Walgett, Supply & Fit digital indicator to cattle weighbridge.
Weighbridge Test unit to travel to site
Test & Recertify Weighbridge using Weighbridge Test unit.
Price: $7405.00 + GST

Note
Our weighbridge test unit forklift requires a min 2.7 m clearance under any overhead gates or any other overhead obstructions if a min 2.7 m clearance is not available to access both ends of the weighbridge customer will be required to supply a suitable forklift at the site.

This Quotation is subject to A1 Weighing Equipment standard terms and condition of sale.
Thanks for the opportunity to submit this quotation.
This quote is valid for 30 days

If you have any further questions please don't hesitate to contact me.

Regards

Keith Miller

A1 WEIGHING EQUIPMENT PTY LTD maintains a Quality Assurance Program in accordance with AS/NZS ISO-9001: 2000. Certificate No 1815.

+61268289343

20/05/2009 12:23 +61268289343 COONONG STATION PAGE 01

10. Motions of which notice has been given

Councillor Murray

That the Director Corporate and Community Services prepare a report for Council regarding the irrigable rates, which are not fair and equitable, according to the size of the actual irrigation on the entire property (Rate Notice).

1. DATE FOR SEPTEMBER 2009 COUNCIL MEETING

REPORTING SECTION: General Manager

AUTHOR: Ray Kent – General Manager

FILE NUMBER: 013/06/01/44

Summary:

To ensure full attendance at the September Council meeting, when elections will be conducted for the positions of Mayor and Deputy Mayor and other Councillor appointments will be made, it is proposed that the meeting date be changed.

Discussion (including issues and background):

The September meeting of Council is scheduled to be held at Carinda on Tuesday 22nd. The Mayor will be unable to attend this most important meeting if it is held on that date and it is, therefore, proposed that the meeting be rescheduled for Tuesday 29th September.

Relevant Reference Documents:

Local Government Act 1993

Stakeholders:

Councillors

Financial Implications:

Nil

Recommendations:

That:

1. **The September 2009 Council meeting be held in Carinda on Tuesday 29th commencing at 10.00 am.**

2. **The new meeting date be publicly notified.**

Attachments: Nil

2. LIGHTNING RIDGE PRECINCT COMMITTEE – MINUTES OF MEETING

REPORTING SECTION: General Manager

AUTHOR: Ray Kent – General Manager

FILE NUMBER: 004/09/09/92

Summary:

Minutes of meetings of Precinct Committees are placed before Council for information and discussion, where appropriate.

Discussion (including issues and background):

Minutes of the meeting held on the 16th April 2009 are attached. Copies have been distributed to Directors for noting and action, where appropriate.

Relevant Reference Documents:

Nil

Stakeholders:

Residents of Lightning Ridge and surrounding areas.

Financial Implications:

Nil

Recommendations:

1. That the Minutes of the April meeting of the Lightning Ridge Precinct Committee be noted.

Attachment

Minutes of the Precinct Committee's April meeting.

Lightning Ridge Precinct Committee

Held 16 April 2009 6:50pm

At Lightning Ridge Bowling Club

Minutes

Present: Robert Jelbart, Maria Sorokoput, Geoff Naismith, Danielle Osborne, Michael Taylor, Karin Thurston, Christina Johannson, Kym Briscoe

Apologies: George McCormack (Petrina Brown, emailed)

Minutes from 16th March accepted. Passed unanimously.

Business

Robert to speak with Len in reference for all Development Applications to be submitted to the Lightning Ridge Precinct Committee. Danielle advised that the minutes from all our meetings be sent directly to Jodie Gates for her to distribute to the relevant departments of Walgett Shire Council. Also that our minutes be with the Walgett Shire Council prior to the next Council meeting to be held on 15 May 2009.

Bike Racks

An email was received from Lianne Tasker in reference to bike racks to be placed in Lightning Ridge. There is funding for two of these racks. One is to be placed outside the Transcultural Centre in Morilla Street. Lianne Tasker thought the other one might be placed in front of Week's Newsagency. Discussion on the placement of this rack was held. Some members felt quite strongly that it should be at Khan's Supermarket in Opal Street. Leading from this discussion the committee thought that Khans should provide their own bike racks and Robert was going to discuss this with Mr Khan. It was agreed that the second bike rack should be placed outside Snak Shack in Opal Street. Should funding for further bike racks be made available then other sites that should be considered are by the Post Office/ Zita's Video and Week's Newsagency.

Security Cameras

A letter was received from Lisa Carrol of Zita's Video. The previous evening windows were broken at her shop along with several other businesses. This is costing the owners large amounts either to replace or with their insurance policies. Lisa was asking for support in getting security cameras fitting in and around Lightning Ridge. In her letter she stated that the police were in support of the idea. Robert informed us that the new technology that was available today means that most cameras are connected with wireless modems and can be accessed from a central location or a remote area. With this new technology funds can be put into purchasing a larger number of cameras as the cost of installation was reduced. The camera needs a power supply and it was suggested that local businesses be approached to sponsor a camera on their building. This would mean that there would be no ongoing running expenses. Robert to get quotes on cameras and all setup costs.
Geoff told the committee that there were funds available for security cameras for communities and he would check it out. For cameras to be successful it would be necessary to improve street lighting in and around lightning Ridge.

Toilet Facilities

Mark Taylor told the committee that he was not impressed with the state of the toilet facilities at the Bore Baths and Spider Brown Oval over the Easter weekend. With the number of visitors in Lightning Ridge at Easter weekend, all of the public facilities ran out of toilet paper and were in desperate need of cleaning during this time. The committee acknowledges that the person employed by the Walgett Shire Council did a good job but he worked during normal business hours and not on Public Holidays. The committee suggested that maybe it is necessary for the Walgett Shire Council to consider having a contractor maintain all public facilities, with them being serviced during the days when large numbers are attending functions and events out of normal work times, ie public holidays, weekends, and other special events such as Easter weekend and Opal Festival. Tourism is a major part of the Lightning Ridge Community and visitors to our town will judge it by public facilities. Karin has volunteered to draw up a standard by which these facilities should be maintained either by employees of Walgett Shire Council or a contractor. This will be brought to our next meeting.

Notice Board

Mark Taylor asked if we should look at having a notice board placed at the Bore Baths. These boards are an important method of communication in our community and rather than having messy notices placed anywhere, a board for that express purpose would look much better.

Flags

It was noted by the committee that the flags placed on the poles in Morilla Street and Opal Street are looking very tatty. When they are new they look really bright and welcoming to visitors. Christina thought that they were placed there during the Opal and Gem Festival and was going to make enquiries about having them replaced.

Bank Account

Maria told the committee that she had enquired at Westpac about Non Fee Paying Accounts. As our funds were limited we did not want to waste our grant from the Walgett Shire Council on bank fees. It was felt that the funds would be better in a bank account and the committee agreed that we should open an account. Robert Jelbart and Maria Sorokoput to be the signatories.
This was passed unanimously.

General

It was agreed that the committee concentrate on two projects at a time so that we can hopefully achieve outcomes before moving onto the next project.

Meeting closed 8:20pm

Next meeting: Thursday 21 May @ 6:30pm

Signed…….

Robert Jelbart (President)

Signed…….

Maria Sorokoput (Secretary/ Treasurer)

3. PROPOSED LODGEMENT OF GRANT APPLICATIONS

REPORTING SECTION: Corporate and Community Services

AUTHOR: Carole Medcalf – Director Corporate & Community Services

FILE NUMBER: 194/04/00/00

Summary:

A number of funding opportunities currently exist to try to attract funding to the Shire. This report provides background on current proposals.

Discussion (including issues and background):

Staff, in line with Council's current strategic plan as well as reports to Council and budget discussions, have been developing some funding applications. For information and endorsement by Council the following are being proposed by staff:

Name	Project	Due Date	Approximate Amount
JobsFund - Walgett Shire rejuvenation	Public space rejuvenation including streets, halls & walking track, something for BJ, LR, Walgett, Collarenebri, Carinda and Come By Chance. Includes Lightning Ridge community centre modified	22/5/09	$2 million
Country Halls	Rowena Hall	Open	$30,000 (15,000 in kind from Council)
Joint project with Murdi Paaki - employment generation From rural remote communities money	Re-locate Walgett VIC to Alex Trevallion Park, in a new small building. Renovate/extend current VIC for Aboriginal Cultural Centre and café. Employment and training through MPREC of local unemployed indigenous people in building, gardening, tourism, hospitality		$300,000
Country Libraries	Library extension Walgett	September 09	$200,000
Community Broadband	Free wireless broadband - Walgett	Open	$

Relevant Reference Documents:

Nil

Stakeholders:

Walgett Shire Council
Walgett Shire ratepayers

Financial Implications:

Additional funds if applications are successful

Recommendations:

1. That Council endorses the lodgement of the grant applications as outlined.

4. INVESTMENT REPORT AS AT 30 APRIL 2009

REPORTING SECTION: Corporate and Community Services
AUTHOR: Shane Roberts – Finance Officer
FILE NUMBER: 180/02/01/00

Summary:

This report summarises the investments of Walgett Shire Council for the month of March 2009.

Discussion (including issues and background):

The Investment summary as at 30 April 2009 as follows

Recommendations:

1. **That the investment report as at 30 April 2009 be received.**

INVESTMENTS - CONSOLIDATED

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

Investment Institution	Type of Investment	Term (days)	Rate %	Ref	Reset Date	Maturity Date		
Term Deposits								
Westpac	Term Deposit	168	7.50	526/09		15-May-09	$	500,000.00
Police & Nurses Credit Society	Term Deposit	98	3.95	570/09		28-Jul-09	$	500,000.00
Local Government Financial Services	Term Deposit	98	4.10	569/09		28-Jul-09	$	500,000.00
Suncorp Metway	Term Deposit	112	3.81	571/09		18-Aug-09	$	500,000.00
Bank of Western Australia	Term Deposit	105	4.00	572/09		11-Aug-09	$	500,000.00
Bank of Western Australia	Term Deposit	120	3.75	548/09		03-Jun-09	$	300,000.00
National Australia Bank	Term Deposit	182	4.00	549/09		04-Aug-09	$	300,000.00
Citibank	Term Deposit	154	4.68	551/09		21-Jul-09	$	500,000.00
National Australia Bank	Term Deposit	91	4.20	552/09		26-May-09	$	500,000.00
Savings & Loans Credit Union	Term Deposit	91	4.05	553/09		02-Jun-09	$	500,000.00
Newcastle Permanent Building Society	Term Deposit	91	4.19	554/09		02-Jun-09	$	500,000.00
National Australia Bank	Term Deposit	91	4.10	557/09		16-Jun-09	$	200,000.00
IMB Ltd Financial Services	Term Deposit	119	4.05	558/09		14-Jul-09	$	500,000.00
AMP Banking	Term Deposit	109	4.25	559/09		14-Jul-09	$	500,000.00
Maquarie Bank	Term Deposit	95	4.30	560/09		30-Jun-09	$	500,000.00
Bank of Queensland	Term Deposit	95	4.25	561/09		30-Jun-09	$	500,000.00
Bank of Queensland	Term Deposit	87	4.25	562/09		26-Jun-09	$	500,000.00
Australian Central Credit Union	Term Deposit	63	3.82	563/09		09-Jun-09	$	500,000.00
Local Government Financial Services	Term Deposit	90	4.10	564/09		07-Jul-09	$	500,000.00
Westpac	Term Deposit	90	3.95	565/09		07-Jul-09	$	500,000.00
Citibank	Term Deposit	91	4.60	566/09		08-Jul-09	$	500,000.00
Suncorp Metway	Term Deposit	98	4.18	567/09		21-Jul-09	$	500,000.00
Savings & Loans Credit Union	Term Deposit	91	4.20	568/09		14-Jul-09	$	250,000.00
Callable Range Accrual Notes (CRAN)								
Commonwealth Bank of Australia bond	Term Deposit	92	7.50	555/09	16-Jun-09	16-Dec-10	$	500,000.00
Royal Bank Canada bond	Term Deposit	92	7.70	556/09	16-Jun-09	16-Mar-11	$	500,000.00
Floating Rates Collaterized Debt Obligations (CDO)								
Zircon Finance Limited	Floating Rate CDO		0.00			20-Sep-14	$	175,275.00
Managed Aces SP	Floating Rate CDO	94	5.06		22-Jun-09	20-Jun-15	$	64,670.00
Helium Capital	Floating Rate CDO	92	4.33		23-Jun-09	23-Jun-14	$	105,800.00
Magnolia Finance	Floating Rate CDO	94	4.51		22-Jun-09	20-Mar-12	$	36,500.00
							$	**11,932,245.00**

5. REPORT ON YOUTH DEVELOPMENT AND SERVICES FEBRUARY 2009 – APRIL 2009

REPORTING SECTION: Corporate and Community Services

AUTHOR: George McCormick – Youth Development Officer

FILE NUMBER: 003/05/01/00

Summary:

This report presents a brief overview of Youth Development programs and services planned, implemented and completed for the February 2009 – May 2009 period.

Discussion (including issues and background):

Highlights:

- Record number of young people participating in Youth Week 2009 initiatives.
- Successful Vacation Care programs – January and April school holiday periods.
- Draft Youth Strategy submitted for public comment.
- Anti - Graffiti Initiative Implemented – Judging to be completed mid -May.
- All Youth Development Staff completed Youth Mental Health training.
- Youth Development Officer completed Sexual Assault against Aboriginal
- men and boys training.
- Anti- Drug & Alcohol Mural Project to be staged early July.
- New partnerships with local and regional service providers.
- Implementation of "Healthy Relationships" and Hip Hop workshops.
- Support through school networks for assistance with promotion sought and received.

Youth Centres / after school care:

Attendance numbers for this reporting period have remained stable with young people engaging in centre activities. Youth Centres are still recording exceptional attendance numbers when "special events" are offered.

Youth Centres are currently operating at :
Walgett, Monday –Thursday 3.30 pm-6.30pm.
Lightning Ridge and Collarenebri, Monday – Thursday 3.00pm – 6.00pm

Vacation Care services:

Very encouraging numbers of young people engaged in programs and activities offered in the communities of Walgett, Lightning Ridge, Collarenebri and Grawin during January and April school holiday period.

Programs included:

- Kite making
- "Blue Reelers" movie and BBQ evenings
- "Culture Shock" initiative – Korean Dance Group performances at all centres
- Discos at three larger centres
- Healthy eating and cooking days

- Arts and crafts
- Activation Days – sport focused games and programs
- PCYC Van and activities

12th January – 23rd January 09.

Walgett Shire Council Youth Development staged Vacation Care Programs and Services in Walgett, Collarenebri and Lightning Ridge with programs offered from the 12th January -23rd January.

A wide range of programs were implemented with discos and movie nights implemented in all centres. In addition, skill enhancing opportunities via arts and crafts, excursions and a selection of other engaging activities were offered to our Shire's young people.

Attendance numbers at Vacation Cares have declined across the Shire, although a high number of young people are in attendance for "main events "e.g. Discos, pool excursions. A Disco staged in Walgett on Wednesday 21st recorded 92 young people and 5 adults engaged in the evening. The event was free of charge with food and cool drinks also offered at no charge to the young people.

14th April – 24th April 09.

Walgett Shire Council Youth Development implemented Vacation Care Programs and services in Walgett, Collarenebri, Lightning Ridge and Grawin during the April school holiday period with programs offered from the 14th April -24th April. Very encouraging numbers of young people throughout Walgett engaged in programs and attendance numbers peaked during the "special events" of the two week holiday period. These events included "Activation Days", dance parties and the "Culture Shock" initiative which involved BBQs at all centres and performances by the Immanuel Korean Dance Group.

We wish to thank and acknowledge the transportation services offered and conducted by Youth off the Streets and Walgett Community Assistance Patrol (CDEP) during Youth Week and again during the school holiday period. The young people residing in the township of Walgett and the outlying villages of Gingie and Namoi were able to access transport to our service and this undoubtedly aided in participation numbers.

Walgett Shire Youth Council:

The high level of engagement from Youth Council in programming and implementing initiatives and events during Youth Week 2009 has been inspiring. Youth Council members have ensured our Youth Development Team was supported during week of celebrations with attendance by many members at events staged.

There has been no Youth Council meeting since March/ April due to the unavailability of young people with school commitments. A meeting date has been set for Walgett Shire Building 10am Friday June 5th. *Youth Council minutes from March meetings attached.

Staff:

Youth Workers throughout the Shire and Youth Development Officer completed Youth specific Mental Health training on the 25th – 26th March. This training was fully funded by Greater Western Area Health Service. The Sydney based H.O.T. (Health Outreach Team) will stage Sexual Health training in Walgett August 3rd 2009 and all Youth Development Staff will participate.

Youth Week 2009 28/03/09 - 5/4/09 "Make a Move"

Youth week 09 has been a tremendous success with record numbers of young people across our communities engaging in Youth Week. We thank all involved, special mention to our Shire Youth Council who were instrumental in the planning and implementation of events and activities along with the Outback Division of General Practice, Youth off the Streets, Walgett Community Assistance Patrol and Walgett LAC Police Service (ACLO).

Highlights and outcomes:

- Participation numbers from events conducted in communities throughout the week - **913**
- Record number of young people involved in planning of events
- Introduction of Hip/Hop and Healthy Relationships workshops to Youth Centres (following the success of these initiatives, we will seek to stage as a monthly event)
- PCYC Van visited the communities of Collarenebri and Lightning Ridge
- High numbers of young people attending Disco / Dance party in all communities
- Distribution of 400+ youth information Bags, targeting social/mental health and well being, across three communities
- 200 High School children involved in "Youth Yarn Up" initiatives staged in three communities
- Youth Council celebrated their year long existence and increased member numbers
- New partnerships formed with local and regional service providers

Youth Strategy - A five (5) year plan

Walgett Shire Council draft "Youth Strategy" was placed on exhibition with submissions closing 29th April 2009. No public submissions were received; verbal feedback via various community groups and service providers indicated strong support for Youth Strategy. The final Walgett Shire Council "Youth Strategy" will be presented to the June Council meeting for approval and adoption.

An identified area of "promotion of youth services" outlined in the "Draft Youth Strategy" has been addressed with all larger schools agreeing to promote Walgett Shire Youth Development programs, initiatives and events in local school newsletters.

Relevant Reference Documents:

Walgett Shire Council Management Plan 2008 / 2009 – 2012 / 2013
Draft- Walgett Shire Youth Development Youth Strategy

Stakeholders:

Walgett Shire Council
Youth and Young people of Walgett Shire
Communities on the Walgett Shire

Financial Implications:

Nil

Recommendations:

1. **That the report on Youth Development and Services for the period February 2009 – April 2009 be noted.**

Attachments:

Walgett Shire Youth Council minutes 4 March 2009
Walgett Shire Youth Council minutes 27 March 2009

Minutes for Walgett Shire Youth Council Meeting

Wednesday 4th March 2009
Collarenebri Town Hall

George McCormick opened meeting at 10.10am

Mark Winch - Lightning Ridge was elected as Chair for the meeting.

Mark welcomed all to the meeting and members introduced themselves.

Apologies

Marcus Weatherall	Walgett
Graham Ruttley	ACLO
Di Holz	Community Facilitator Goodooga / Lightning Ridge
Beau Riley	Police – Youth Liaison Officer

Present

Representing Collarenebri	Dylan Adams
	Russell Cunningham
Representing Walgett	Paul Ryan
Representing Lightning Ridge	Mark Winch
	Danielle Rennie
	Dan Smith

Anne Dennis	Community Facilitator Walgett / Collarenebri
George McCormick	Walgett Shire Youth Development
Leanne McEwen	Young Leaders Project Officer
Ron Halliday	School Police Liaison Officer
Melissa Tooth	Lightning Ridge School support worker

Previous minutes where read aloud by the Chair.
Passed by GeorgeMcCormick
Seconded Paul Ryan

Business arising from Previous Minutes

George would like NAPCAN forms completed ASAP by parents / guardians as this is a great opportunity to showcase WSYC on NAPCAN Website.

Sub Group Reports

Walgett

- Paul Ryan – The Walgett Youth group will be distributing posters through out the community to promote the Local Youth Group. The posters will display photos of Youth Group members, inform community about the Role of the Youth group and will provide information on the Murdi Paaki Aboriginal Young Leaders Project.

- The capability funding provided to Walgett will allow the Youth Group to be involved in NAIDOC week and organise activities such as a touch football competition-.

- The Walgett Youth Group Action Plan is being drafted with all member allocated a role in actioning the plan.

Collarenebri

- The Walgett Shire Council will be seeking to purchase land across the road from the Police Station for the new Skate Park.
- Group would like information regarding school 2 work program

Lightning Ridge

- Mark Winch – The Christmas Lights Competition was a great success, and was well supported by the community. Donations where appreciated from the community.
  Many Lightning Ridge community members have committed their support for Christmas 2009.

- Mark thanked George McCormick and Di Holz for their support and assistance with the project.

- George applauded the young people's efforts in implementing the initiative and praised their community involvement, and the support of organisations, business house of Lightning Ridge.

General Business

- Anne Dennis – Community Facilitator Walgett / Lightning Ridge spoke on the New **Dept. Aboriginal Affairs (DAA) Project Officer Positions**.
  She explained that it would be a similar role to the Community Facilitator position.

- **Anti Graffiti Poster Competition** – an advertisement was handed to member as well as sent to Schools in Walgett, Collarenebri and Lightning Ridge.
  It was hoped that the Schools would encourage the Art Teachers to assist students with their entries at School.
  Entries close 30th March 2009
  Winners announced Youth Week 28th March to 5th April 2009.

- Dylan Adams Collarenebri – Suggestion of **shirts for WSYC**.
  Anne Dennis advised that there could be a funding opportunity for the shirts through the Community Facilitator Budgets of Walgett / Collarenebri and Goodooga / Lightning Ridge.

  MOTION / ACTION

  - George to submit proposal for shirts to Community Facilitators Steering Committees for consideration and approval.
  - Anne to seek shirt designs for Member to view
  - Dylan Adams to complete WSYC logo and submit to George and Anne ASAP and also contact Ann regarding shirt design options
  - Dylan to obtain contact details of other members as they will need to agree on a shirt style and design

Moved Dylan Adams
Seconded Mark Winch

General Business (continued)

- Walgett Shire Youth Council Promotion in all Communities

- The community that is hosting the meeting are to be inviting other students to attend the meeting
- George suggested a membership card – Shops may consider offering a discount for those who hold a card and purchase healthy food.

- **Kidscan Grant** – Funding application submitted after apparent closing date. Fortunately George was successful with **NAPCAN** website exposure.

- Youth Week 2009

  - Walgett Shire Youth Centres – Communities where handed the up and coming YOUTH WEEK 2009 activities and events programs.

  Barnardo's representatives will visit all schools and facilitate "open forums" in regards to youth issues and affairs

  - Each community will hold a disco
  - Council will supply healthy food each afternoon to coincide with events to be implemented

  MOTION

  The Walgett Shire Youth Council approves and supports Programs and Activities planned for YOUTH WEEK 2009
  Moved Danielle Rennie
  Seconded Dan Smith

- Skate Parks

  - George informed the meeting that each community will have a skate Park by June 2009. Costs will be in the area of $70,000 per park with Collarenebri costing more as land is to be purchased as well.
    The Skate Parks are adaptable, can be rearranged and moved.
    Council will look to source funding and host a Skate Club to conduct shows.
  - Walgett Youth Group has proposed to have shade sails cover part of the Skate Park with funds from Capability Funding.
  - Lightning Ridge – "Police Bush Safari" contribution to fencing, tables and chairs.
  - Mark Winch mentioned an article he had read in a local newspaper regarding the Lightning Ridge Skate Park with work supposed to have commenced in January 2009.
    Mark was concerned that work had not commenced and why not?
    Anne explained that there was a hold up with the release of funds.

General Business (continued)

- Community Facilitator Position
  Anne explained the Community Facilitator positions in the Murdi Paaki region would cease at 31st March 2009.
  She invited the Individual community sub groups to prepare Project Proposals – One page Project Description for items that are required by the groups. E.g.… table and chairs. Ann asked that be submitted ASAP for consideration and approval. (WSYC shirt proposal)

<u>Police – School Liaison Officer –</u> Ron Halliday

- There are 40 Police Officers who are School Liaison Officers throughout NSW

- Their primary role is to work with Police Youth Liaison Officer
- Ron covers 27 Schools in the state
- Conduct Workshops on Crime - Assaults – Mobile Phones
- School Liaison Officers are there to assist if you don't feel comfortable talking with your Local police

Ron was very pleased with the new Skate Park projects. He was also impressed with the structure of the WSYC and it is the only one he has come across in the region.

Beau Riley – Police Youth liaison Officer will commence in the next few weeks.
He will be involved with Youth issues and available to attend WSYC meetings and activities.

National Parks and Wildlife Service

Anne Dennis advised of Cultural Camps conducted by NPWS.

- Keen to take Youth groups on camps at Coonabarabran, Pilliga and Narran Lakes
    - Identify and record sites
    - Mapping
    - How to use equipment

Anne is unable to co-ordinate the camps but will be able to assist with travel.
George offered to co-ordinate.
Anne has contact details for those interested.

Paul Ryan will spend 2 weeks in Baradine working with NPWS.

School to Work Program

Walgett Shire Council has School to Work participants

Walgett

Marcus - Youth Service
Paul - Finance
Kaisan - Tourism
Brett - Workshop

Lightning Ridge

Jordan - Youth Service

How does it work?

- Student works 4 x 4 hour sessions
- Appraisal is completed by Mentor / Council Staff
- If successful student is offered 4 hours per week for 12 months with payment

What's good about it?

- Offers on the job training at Council
- Opportunity for full time employment after School is completed
- Tunes young people in to what is expected in the workforce

- Experience in the workforce

Young people inquired as to what positions are available in Lightning Ridge and Collarenebri .
George responded by offering to investigate the situation with Council management
There is Youth Worker Position open at the Walgett Youth Centre

Next Meeting

Friday 27th March 2009 Lightning Ridge

Venue and time to be advised

Meeting closed at 11.55am

Walgett Shire Youth Council Meeting Minutes
MARCH 2009

Date – 2**7th March 2009** - meeting opened at 10.30am
Venue – **Lightning Ridge Youth Centre**
Minute taker – Robert Martinez
Apologies- Graham Ruttley - ACLO, Police liaison Officer Ron Halliday

Attendance
Representing Lightning Ridge
Tamen Nagy
Robert Martinez
Danielle Rennie
Thomas Winch
Mark Winch
Representing Walgett
Paul Ryan
Marcus Weatherall
Margaret Dennis
Representing Collarenebri
Kalinda Fish
Lachlan Peters
Jordan
Community and school representatives
Rhonda Ashby - LRCS
Brenda McBride – LRCS
Anne Dennis – Walgett/Collarenebri Facilitator
George McCormick – Youth Development WSC
Kevin Kelly – Youth Worker - WSC
Mark Winch elected chairperson for this meeting.

Mark welcomed all and asked all to introduce each other, he then moved a motion to acknowledge traditional owners and welcome to country and minutes silence at all youth council meetings as protocol. ALL VOTED IN FAVOUR- Carried.
ACTION- All future meetings of Youth Council will incorporate acknowledgements
Minutes from previous meeting 4/3/09 were read by George McCormick. Motion put forward to accept minutes as a true and accurate indication of meeting, MOVED- Mark Winch, ALL IN FAVOUR- Carried

General business, we referred to agenda
George again pushed issue of signed NAPCAN forms from Young people, all agreed to have ready for next meeting
Discussion around land for Skate Park in Collarenebri
George informed that Council has purchased land just waiting on legalities to be finalized then can proceed with DA.
Development Applications have been submitted for Skate Parks in Lightning Ridge and Walgett.
Anne Dennis spoke on the meaning, reason and what it represents in regards to Welcome to Country and minutes silence.
Discussion around the Youth Council shirts and the design Anne Dennis informed they are now ordered and she has been approved to fund through her organization.30 Shirts to be distributed, 10 to each communities youth council-young leader participants.

- **YOUTH WEEK 2009**

Long discussion on how the youth council rep's can assist/ support for their week of celebration- all in favor of offering support at School Yarn Ups and activities that will be staged throughout the week. Youth Council note they are happy with programs to be implemented through the week. Youth Rep's to meet George at Schools prior to Youth Yarn Up's and present to school an inside of what and how the Youth Council works, what their direction is etc. ALL IN FAVOUR *ACTION* – youth council members actively support and participate in Youth Week events.

- **COBAR YOUNG LEADERS CAMP- MPREC**

Young people rated the MPREC Camp as top quality and all suggested they are looking forward to the next one.
General discussion around culture / identity of young people in general.
Brenda McBride spoke of her times as a young Indigenous girl and the knowledge regarding bush medicine and culture passed onto her by Local Elders. Young people discuss the need to identify willing Elders to speak and raise awareness to these identified areas.
A motion was moved to invite an Elder from each community that the Youth Council meetings are to be staged. ALL IN FAVOUR - *ACTION*
Youth council to identify Elders in communities and send/ offer invite to next meeting which will be staged in Walgett .

- **MEMBERSHIP CARD**

General discussion around the idea of creating a Youth Council membership card. With the seeking of support from business houses throughout the Shire there may be an opportunity to use card for a small discount for goods/services purchased providing store owners would become involved.
Youth Council agreed unanimously to have further discussion on this at a later date.

- **SUB GROUP REPORTS**

Lightning Ridge reported they conducted Youth Council promo day at the local school.
Walgett reported not too much happening since last meeting as did Collarenebri reps.

Meeting Closed 1.15pm
NEXT MEETING TO BE ADVISED

6. 2008-2009 HERITAGE STRATEGY ANNUAL REPORT

REPORTING SECTION: Planning and Regulatory Services

AUTHOR: Matthew Goodwin - Director Planning & Regulatory Services

FILE NUMBER: 235/06/26/00

Summary:

This report recommends that Council endorse the 2008-2009 Heritage Strategy Annual Report for Walgett Shire Council, as prepared by its heritage advisor, High Ground Consulting (Ray Christison).

Discussion (including issues and background):

The Heritage Office of the Department of Planning requires an annual report to be prepared by council's heritage advisor on the implementation of Walgett Shire Council's Heritage Strategy. Walgett Shire Council receives annual grants from the Heritage Office, one to assist with costs incurred in retaining a Heritage Advisor and another to facilitate local heritage projects. These grants are paid after a satisfactory Heritage Strategy Annual Report has been submitted to the Heritage Office.

Walgett Shire Council appointed High Ground Consulting (Ray Christison), as its new Heritage Advisor during the early part of the 2008/2009 financial year. He commenced visiting the shire in October 2008 and since then he has undertaken the following activities:

- Preparation of a list of heritage items for the Walgett Shire LEP. A review of this list is being undertaken to ensure that the list is sustainable.

- Development of Conservation Management Strategies:
  - Walgett Shire Council Chambers (former)
  - Walgett Masonic Temple (former)

- Resolution of the future of the former Walgett Railway Station building.

- Provision of advice on the management of other heritage items within the shire:
  - Former shop/service station, Houlahan Street, Burren Junction
  - Walford House, Lightning Ridge
  - Wangrawalli Homestead kitchen block
  - Wolseley Bore Drain Digger

- Advice provided on developments affecting heritage places, including:
  - 12 Earl Street, Collarenebri
  - 14 Neilly Street, Walgett
  - Carinda Memorial Park
  - Supermarket, Cnr. Agate & Kaolin Streets, Lightning Ridge

- Recording of additional heritage places, including:
  - Collarenebri General Cemetery
  - Gidginbilla Homestead
  - Isolated grave on Gidginbilla Station

    - Mowlma Homestead
    - Mowlma private cemetery

- Scoping an Aboriginal Heritage Study.

- Discussions regarding a Preserved Opal Fields Heritage Study.

- Development of a 2009/2012 Heritage Strategy (See Attachment A).

A copy of the 2008-2009 Heritage Strategy Annual Report prepared by Ray Christison follows this report (See Attachment B).

Relevant Reference Documents:

Recommendations for Local Council Heritage Management, published 2007 by the Heritage Branch of the Department of Planning.

Stakeholders:

Walgett Shire Council and the public.

Financial Implications:

Recommendations:

That Walgett Shire Council resolve to:

1. **Endorse and adopt the 2008-2009 Heritage Strategy Annual Report for Walgett Shire, as prepared by Walgett Shire Council's Heritage Advisor, Ray Christison.**

2. **Submit the 2008-2009 Heritage Strategy Annual Report for Walgett Shire to the Heritage Office of the Department of Planning.**

Attachments:

Heritage Strategic Plan 2009-12
Heritage Strategic Plan Annual Report 2008-2009

Attachment A – Heritage Strategic Plan 2009-12

WALGETT SHIRE COUNCIL
HERITAGE STRATEGIC PLAN 2009-12

VISION

That the Shire's heritage be identified, conserved and appreciated.

STRATEGIES

1. Identify items of local and state significance

Actions

- List the items identified by the Community-Based Heritage Study in the Local Environmental Plan.
- Commence an Aboriginal Heritage Study in 2008-9
- Commence a Heritage Study of the Preserved Opal fields in 2008-9
- Continue to identify and record heritage items within the shire.

2. Promote the appreciation of the Shire's heritage

Actions

- Establish ongoing liaison with local communities and community representatives regarding heritage matters
- Heritage Adviser to brief the next elected Council on heritage and local government
- Liaise with local media, provide material as relevant
- Liaise with schools
- Liaise with tourism organisations
- Consider a interpretive and heritage trail programs

3. Encourage conservation of the Shire's heritage

Actions

- Inform owners that the Heritage Adviser can provide advice to owners of heritage items on heritage conservation, proposals for sympathetic alterations or extensions, and adaptive re-use of heritage items
- Use the Local Heritage Fund judiciously to ensure and encourage heritage conservation
- Assist owners in obtaining other funding that may be available

4. Protect the Shire's heritage

Actions

- Follow and refine recently established procedures for assessing Development Applications with heritage implications
- Assist applicants submitting Development Application affecting heritage items
- Liaise with State/Commonwealth agencies about heritage items they control within the Shire
- Implement appropriate measures to protect Aboriginal, natural and moveable items not best protected through the Local Environmental Plan

5. Council to lead by example in implementing strategies 1-4.

Actions

- Prepare and implement Conservation Management Strategies for heritage items owned by Walgett Shire Council.

Attachment B – Heritage Strategic Plan Annual Report 2008-2009

NSW GOVERNMENT
Department of Planning

Heritage Office

NSW Heritage Grants
Local Government Heritage Management Program

Heritage Strategy Annual Report 2008-2009

Background
A requirement of the local government heritage advisor funding program is that each Council must prepare, adopt and implement a three year Heritage Strategy for 2008/9 to 2010-11. This strategy must be based on the Heritage Office publication, '*Recommendations for local council heritage management*'.

Local government heritage advisor annual reporting requirements for 2008-9
The Heritage Office requires a report on the implementation of the Council's Heritage Strategy to be prepared by council's heritage advisor and council's heritage officer. This will replace the annual report from heritage advisors.

Reporting on the heritage strategy incorporates all of the areas formerly covered by the heritage advisor's annual report.

A new outcome, outcome 9 has been added to this template. This outcome measures heritage and sustainable development initiatives in your local area.

All Councils to use the Heritage Strategy Annual Report template
The 2008-9 heritage strategy annual report template outcomes and indicators included in the report template are based on a standardised heritage strategy document based on the '*Recommendations for local council heritage management*' publication available on the Heritage Office website at www.heritage.nsw.gov.au and search the publications.

Please use the template below to prepare an annual report to summarise your council's achievements throughout the year. It is suggested that you complete this template electronically by inserting your responses as follows:

1. Fill in the key performance indicator data in the boxes as indicated for each heritage strategy suggestion.
2. Using this data, complete all four evaluation questions for each outcome.

Please do not change or amend the template. You are welcome to add as much qualitative information in the evaluation section about your council as needed.

The Heritage Office will collect and aggregate this data for use in its annual report on the local government heritage management program across NSW, as funded through this program.

Lodging your heritage strategy annual report
As per the heritage advisor agreement, a copy of this annual report must be:
1. Lodged with your council for adoption.
2. Lodged with the Heritage Office along with claims for payment by 30 May each financial year.

Recommendation 1
Establish a heritage committee to deal with heritage matters in your area

Outcome 1 (Caring for our heritage)
Increased community participation, awareness and appreciation of heritage in the local area

Key Performance Indicators **Please complete this section**

Heritage committee established Heritage committee constituted under S377 of Local Government Act	No No
Heritage policy written and adopted by Council	No Date completed Date reviewed and updated
Heritage committee advice/input to council decision making	# of pieces of advice/input to Council decision making: 0
Local heritage consultants directory established	Yes
Local services and suppliers directory established	Yes

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Due to the size of the Shire no Heritage Committee is operating in Walgett Shire.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue as at present.

Recommendation 2
Identify the heritage items in your area and list them in your local environmental plan.

Outcome 2 (Knowing and valuing our heritage)
Increased knowledge and proactive management of heritage in your local area

Key Performance Indicators **Please complete this section**

Community based heritage study completed	Yes Date completed: April 2008 Date reviewed and updated # of heritage items recommended for inclusion in LEP heritage schedule: 156
Aboriginal heritage study completed	No Date completed Date reviewed and updated
No. of heritage items included in existing LEP heritage schedule	# of heritage items included in LEP heritage schedule Date completed Date reviewed and updated
Council has gazetted a principal LEP with model heritage provisions in accordance with Standard Instrument (LEPs) Order	No Date gazetted
Statement of significance for all heritage items in existing LEP	Yes Date completed: April 2008 Date reviewed and updated

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome? An LEP heritage schedule has been established and is being reviewed.
2. What were the key results or achievements for this year? Establishment of the LEP heritage schedule.
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Undertake an Aboriginal Heritage Study. It is also planned to conduct a Preserved Opal Fields Heritage Study.

Recommendation 3

Appoint a heritage and urban design advisor to assist the council, the community and owners of listed heritage items.

Outcome 3 (Caring for our heritage)

Increased community participation and proactive heritage and urban design management in your local area

Key Performance Indicators **Please complete this section**

Site visits	# of heritage site visits undertaken: 11
Heritage/urban design advice given	# of heritage/urban design advice given: 5
Pre DA advice given on heritage/urban design issues	# of pre DA advice given on heritage/urban design issues: 1
Advice to Council DAs provided on heritage/urban design projects	# of advice to Council DAs provided on heritage/urban design projects: 4

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Walgett Shire Council is providing an effective and rigorous program in relation to heritage and urban design advce.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue with the existing program.

Recommendation 4
Manage local heritage in a positive manner

Outcome 4 (Caring for our heritage)
Proactive heritage and urban design management in your local area

Key Performance Indicators **Please complete this section**

Heritage DCP	No Date completed Date reviewed and updated
Urban design DCP	No Date completed Date reviewed and updated
Waive or reduce DA fees	No
Adopt a flexible approach to planning and building requirements	Yes

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year?

Recommendation 5
Introduce a local heritage incentives fund to provide small grants to encourage local heritage projects

Outcome 5 (Caring for our heritage)
Increased community participation and proactive conservation and management of heritage in your local area

Key Performance Indicators **Please complete this section**

Local heritage fund operational	Yes
Heritage projects funded with this years funding	# of heritage projects funded this financial year: 0
Total project value	Total $ project value: 0
Total local heritage fund contribution	Total $ contributed by local heritage fund: 0
Total owner contribution to project	Total $ contributed by local heritage owner to heritage project: 0
Heritage projects that contribute to local tourism	# of heritage projects that contribute to local tourism: 0
Projects created paid employment	# of jobs created: 0
Projects created volunteer opportunities	# of volunteer hours contributed: 0

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Council was without a Heritage Advisor for part of the year. This has hampered f=performance in this area.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Actively pursue application of the Local Heritage Fund.

Recommendation 6
Run a heritage main street program

Outcome 6 (Caring for our heritage)
Council, owners and the community actively participate in attractive and well managed heritage main streets

Key Performance Indicators **Please complete this section**

Heritage main street committee operational	No
Heritage main street study completed	No Date completed Date reviewed and updated
Heritage main street study recommendations implemented	No Date completed
Heritage main street program expanded to other main streets in LGA	No

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome? This has not been a priority in the current year.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.

4. What will you do next year?

Recommendation 7
Present educational and promotional programs

Outcome 7 (Valuing our heritage)
Increased awareness and appreciation of heritage by the Council, owners and the community in your local area

Key Performance Indicators **Please complete this section**

Heritage information available for LGA (eg brochures, website, guidelines etc)	No Date completed Date reviewed and updated
Heritage promotional events held (eg National Trust Heritage festival, local heritage festivals, heritage awards scheme, main street festivals etc)	# of heritage events held in last financial year: 1
Local/regional heritage tourism strategy completed	No Date completed Date reviewed and updated
Heritage trail completed	No Date completed Date reviewed and updated
Heritage training for staff	No # staff attended training
Heritage training for Councillors	No # Councillors attended training
Heritage training/workshops for heritage owners	No # of owners attended training
Heritage training /workshops for local professionals	No # of local professionals attended training

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome?
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Plan heritage workshops for 2009-2010.

Recommendation 8

Set a good example to the community by properly managing places owned or operated by the council

Outcome 8 (Caring for our heritage)

Council proactively conserves and manages its heritage assets

Key Performance Indicators **Please complete this section**

Council has a asset management plans with action plans for heritage assets	Yes
CMPs/CMS prepared for state significant heritage assets	# of CMPs/CMS prepared for state significant items this financial year: 2
Annual works budget secured for heritage asset maintenance and repairs	Yes

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome? Priority has been placed on this area.
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Continue to development CMS for Council-owned heritage assets.

Recommendation 9

Promote sustainable development as a tool for heritage conservation

Outcome 9 (Caring for our heritage)

Proactive heritage and sustainable development in your local area

Key Performance Indicators **Please complete this section**

Heritage Development Application approvals for adaptive reuse works	# of adaptive reuse DA approvals: 0
Development Application approvals for regeneration and urban design works	# of urban design /regeneration DA approvals: 0
Heritage Development application approvals for infill and/or additions works	# of infill/additions DA approvals: 4
Pre- DA advice and advice given on sustainable and energy efficient modifications (power, water, waste, carbon neutral)	# of pre-DA advice and advice given on sustainable and energy efficient modifications: 0
Sustainability and heritage awareness courses for councillors, council staff, heritage owners and community	No # of people who attended training

Evaluation: (social, environmental, economic)
Please add your commentary after each question

1. What do the KPIs tell you about this outcome? There has been little activity in this area
2. What were the key results or achievements for this year?
3. Were there any challenges or disappointments that had a major effect on your results? Briefly describe and show what action has been taken to address this.
4. What will you do next year? Raise awareness of heritage and sustainability issues in 2009-2010

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7. DEVELOPMENT AND COMPLYING DEVELOPMENT CERTIFICATE APPLICATIONS

REPORTING SECTION: Planning and Regulatory Services

AUTHOR: Matthew Goodwin – Director Planning and Regulatory Services

FILE NUMBER: 007/02/04/55

Summary:

This report provides a summary of the Development and Complying Development Certificate applications recently processed under delegated authority.

Discussion (including issues and background):

The table following this report provides details of Development Applications (DA) and Complying Development Certificate (CDC) applications dealt with under delegated authority by the Director Planning and Regulatory Services and General Manager during April 2009.

Document type 20 represents Development Applications, while document type 24 represents Complying Development Certificates.

Relevant Reference Documents:

Files for the respective Development and Complying Development Certificate applications.

Stakeholders:

Public and applicants.

Financial Implications:

Nil.

Recommendations:

That Walgett Shire Council resolve to:

1. **Note the Development and Complying Development Certificate applications dealt with under delegated authority by the Director Planning and Regulatory Services and General Manager during April 2009.**

AUTHORITY

Determined Applications

civica

05/08/2009 Parameters: Date Range:Y
Start Date:1/04/2009
End Date:30/04/2009
As At Date:

Document Type: 20
Officer:ALL
Number of Days:0
Stop The Clock:Yes

Page:1

Document	Applicant Name / Address	Development Type / Property Address / Title Owner	Determination	Determined	Received
Document Type: 20					
	Stop the Clock	*Total Elapsed Calendar Days: 36* *Calendar Stop Days: 0* *Adjusted Calendar Days: 36*			
020/2009/00000003/001		120 Class 9b - Assembly Building Arthur ST WALGETT LOT: 1 DP: 871007 Minister for Education	Approved - Staff Delegation	01/04/2009	25/02/2009
	Stop the Clock	*Total Elapsed Calendar Days: 32* *Calendar Stop Days: 8* *Adjusted Calendar Days: 24*			
020/2009/00000004/001		10 Class 1a -Single Dwelling/Dual Occupancy Farmland LOT: 38 DP: 753918 Mr M J Holcombe	Approved - Staff Delegation	03/04/2009	03/03/2009
	Stop the Clock	*Total Elapsed Calendar Days: 29* *Calendar Stop Days: 0* *Adjusted Calendar Days: 29*			
020/2009/00000006/001		170 Change of Use 38 Morilla ST LIGHTNING RIDGE LOT: 1 SEC: 14 DP: 758612 Mr H & Mrs S K Kreller *There are Multiple Parcels on this application*	Approved - Staff Delegation	30/04/2009	02/04/2009

Officer: Ms J R Babic
Number of Applications: 3

Average Elapsed Calendar Days: 29.67
Average Calendar Stop Days: 2.67
Average Adjusted Calendar Days: 29.67

Total Elapsed Calendar Days: 97.00
Total Calendar Stop Days: 8.00
Total Adjusted Calendar Days: 89.00

AUTHORITY

AUTHORITY

Determined Applications

civica

05/08/2009 Parameters: Date Range:Y Start Date:1/04/2009 End Date:30/04/2009 As At Date: Document Type: 20 Officer:ALL Number of Days:0 Stop The Clock:Yes Page:2

Document	Applicant Name / Address	Development Type / Property Address / Title Owner	Determination	Determined	Received
Document Type: 24					
	Stop the Clock	*Total Elapsed Calendar Days: 14* *Calendar Stop Days: 0* *Adjusted Calendar Days: 14*			
024/2009/00000004/001		144 Class 10a - Verandah 30 Wee Waa ST WALGETT LOT: 2 DP: 504609 Mrs W V Azevedo	Approved - Staff Delegation	20/04/2009	07/04/2009
	Stop the Clock	*Total Elapsed Calendar Days: 14* *Calendar Stop Days: 0* *Adjusted Calendar Days: 14*			
024/2009/00000005/001		10 Class 1a -Single Dwelling/Dual Occupancy 30 Wee Waa ST WALGETT LOT: 2 DP: 504609 Mrs W V Azevedo	Approved - Staff Delegation	20/04/2009	07/04/2009

Officer: Mr L J Smyth
Number of Applications: 2

Average Elapsed Calendar Days: 14.00
Average Calendar Stop Days: 0.00
Average Adjusted Calendar Days: 14.00

Total Elapsed Calendar Days: 28.00
Total Calendar Stop Days: 0.00
Total Adjusted Calendar Days: 28.00

Report Totals & Averages

Total Number of Applications : 5

AUTHORITY

8. POLICY RESERVE NEAR THE LIGHTNING RIDGE AIRPORT

REPORTING SECTION: Planning and Regulatory Services

AUTHOR: Matthew Goodwin - Director Planning and Regulatory Services

FILE NUMBER: 265/03/01/00

Summary:

Submissions have been made by the Lightning Ridge Miners Association that a policy reserve area at Lightning Ridge should be made available for opal prospecting and mining. This report recommends that Walgett Shire Council generally support the request, in accordance with recent Council decisions.

Discussion (including issues and background):

For several years the Lightning Ridge Miners Association has been seeking Walgett Shire Council's support for the opal mining industry to be allowed access to an area located between the 3 Mile Road, Fantasia St and the Lightning Ridge airport, to undertake opal prospecting and mining. This matter has been raised on a number of occasions, including via:

- A letter dated 1 August 2005, in which the LRMA requested that Council agree to the revocation of two reserves that prevent opal mining and prospecting from occurring in areas near the town of Lightning Ridge. Those areas were the Crown land reserve located to the north and the Lightning Ridge Mining Board policy reserve to the south.
- A letter dated 27 March 2006, in which the LRMA requested that Walgett Shire Council agree allow access to the "policy reserve" area shown in Figure 1.

The area is located south of Lightning Ridge near the 3 Mile Road as shown in Figure 1. In a letter dated 30 September 1992 Council sought the support of the Department of Minerals and Energy (now Department of Primary Industries) and the Lightning Ridge Mining Board for Council's proposed purchase of the land from the Western Lands Commission for the future residential and industrial needs of Lightning Ridge. It is understood that the Lightning Ridge Mining Board approved this area as a policy reserve in 1992. In that context, since then the Department of Primary Industries has adopted a policy of excluding opal mining and prospecting from the area by not granting any mining titles there.

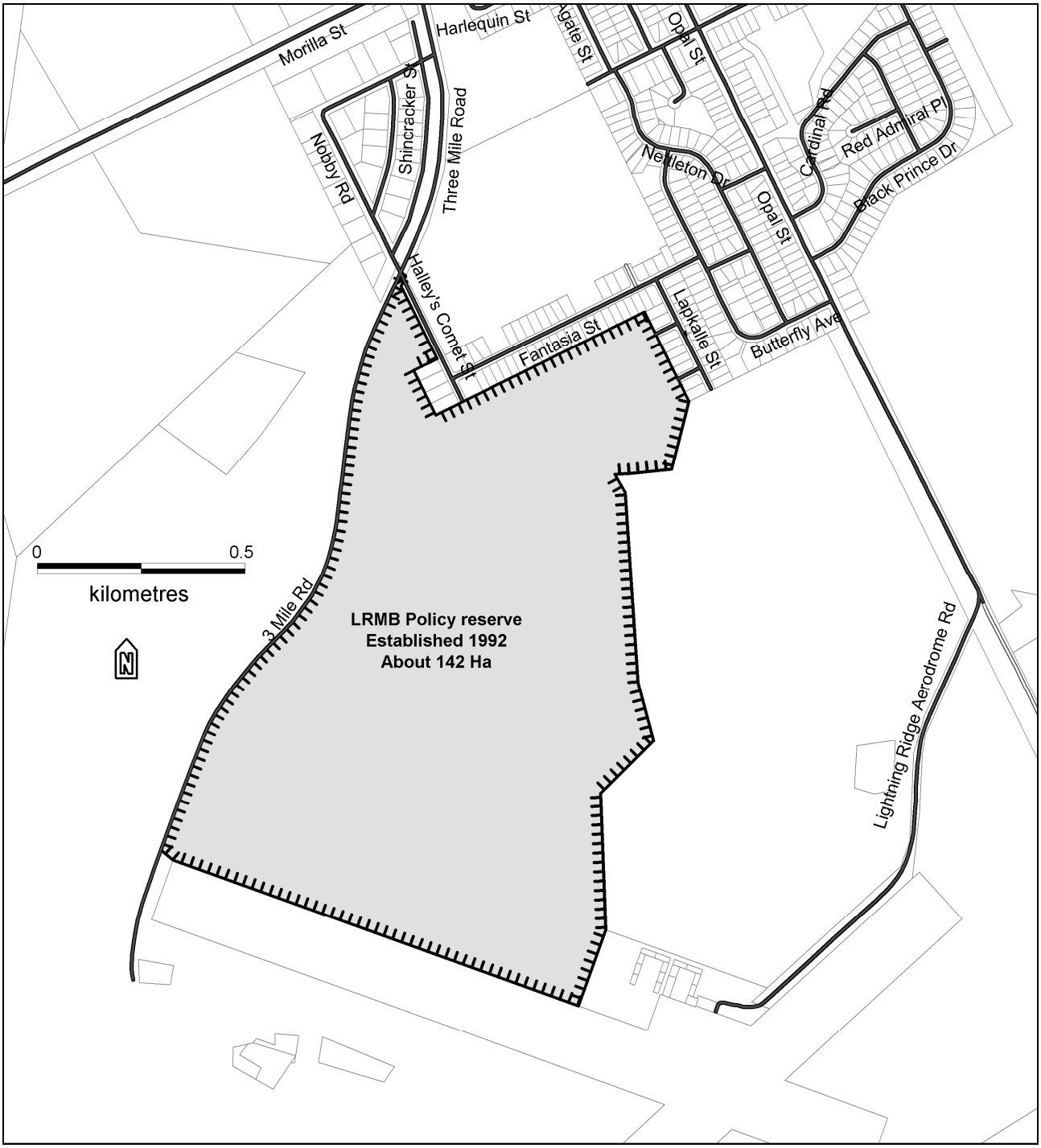
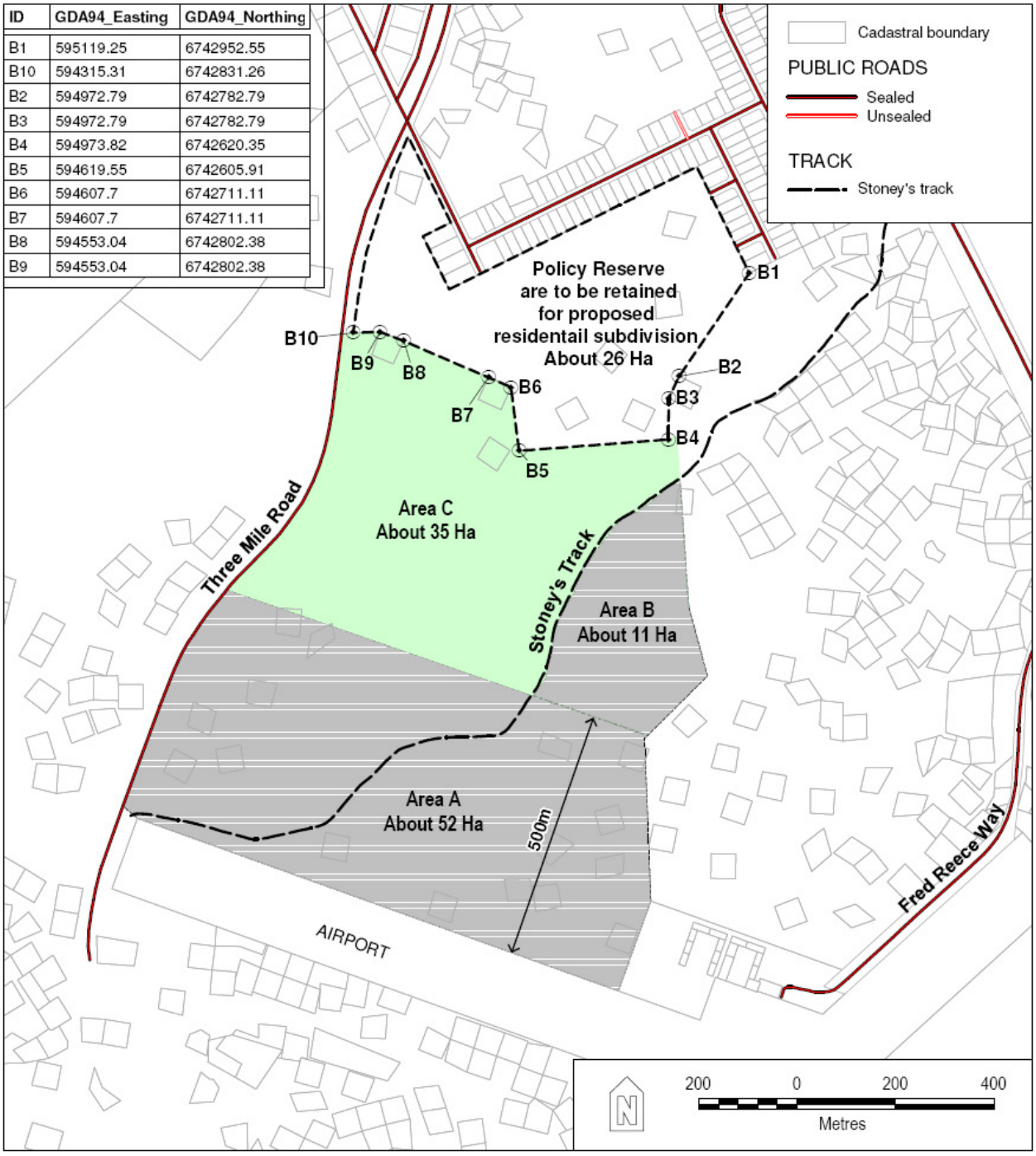


Figure 1 – Area that the Lightning Ridge Miners Association have requested be made available for opal prospecting and mining.

In response to the submissions previously received from the Lightning Ridge Miners Association, Walgett Shire Council resolved on 16 October 2007 to allow restricted access to some of the policy reserve area (See Attachment A). Since then the need for land for urban expansion at Lightning Ridge has been considered in more detail in the October 2008 version of the Walgett Shire Growth Management Study and Strategy (GMS) document (pp. 167 to 177). Recommendations regarding the policy reserve area were included on page 177 of the GMS, as follows:

- No longer request that the Department of Primary Industries maintain a policy reserve to exclude opal mining and prospecting from Area A and B as shown in Map 8.15.
- Identify Area C in Map 8.15 as the preferred location for future urban expansion, beyond the rezonings proposed elsewhere in this report.
- Request the Department of Primary Industries to maintain a policy reserve to exclude opal mining and prospecting from Area C.

Figure 2 below shows the areas referred to in the GMS recommendation.



ID	GDA94_Easting	GDA94_Northing
B1	595119.25	6742952.55
B10	594315.31	6742831.26
B2	594972.79	6742782.79
B3	594972.79	6742782.79
B4	594973.82	6742620.35
B5	594619.55	6742605.91
B6	594607.7	6742711.11
B7	594607.7	6742711.11
B8	594553.04	6742802.38
B9	594553.04	6742802.38

Figure 2 – Areas referred to in Map 8-15, within the Walgett Shire Growth Management Study and Strategy document dated October 2008.

Subsequently Walgett Shire Council generally adopted the recommendations contained within the GMS at a Council meeting held on 24 February 2009. The only relevant change in Council's resolution regarding the GMS, was to applying the following policy, derived from the Councillor workshop held on 17 February 2009:

> (d) The land identified as "Area C" in map 8.15 (page 176) within the GMS is its preferred location for the future urban expansion of Lightning Ridge, beyond the rezonings proposed within the GMS.
>
> However, given that Area C is unlikely to be required in the medium term, Council should request the Department of Primary Industries to make the land available for opal prospecting and mining until such time that it is required for urban expansion provided that rehabilitation is undertaken in the area in accordance with the standards applied by the Department of Primary Industries on 'new' opal fields.

In the above circumstances it is appropriate that Walgett Shire Council inform the Department of Primary Industries of Council's recently amended position regarding the policy reserve area.

Relevant Reference Documents:

- October 2008 version of the Walgett Shire Growth Management Study and Strategy (GMS) (pp. 167 to 177).
- Document titled 'Outcome summary from the Walgett Shire Growth Management Study and Strategy Councillor Workshop', which resulted from the workshop held on 17 February 2009.
- Council minutes 16 October 2007.
- Council minutes 24 February 2009.

Stakeholders:

Walgett Shire Council, Department of Primary Industries, Lightning Ridge Miners Association.

Financial Implications:

Nil

Recommendations:

That Walgett Shire Council resolve to:

1. Write to the Department of Primary Industries and state that it wishes to amend the request made in a letter dated 30 September 1992, that opal mining and prospecting be excluded from an area located near the 3 Mile Road and the Lightning Ridge airport, as follows:

(a) Area A is not required for urban expansion because it is located within 500m of the airport, hence Walgett Shire Council believes that it should be made available for opal prospecting and mining.

(b) Area B is not required for urban expansion because it has been identified as vulnerable to stormwater inundation and includes a large silt dam associated with an opal dirt puddling operation, hence Walgett Shire Council believes that it should be made available for opal prospecting and mining.

(c) Area C is not required for urban redevelopment for the foreseeable future, hence Walgett Shire Council believes that it should be made available for opal prospecting and mining, provided that:

(i) Mining titles are only granted for opal prospecting or mining. Titles should not be granted for new mining purposes or other uses, to reduce the potential for any subsequent unnecessary land use conflict.
(ii) Rehabilitation of mine workings occurs to the standards presently applied to new opal fields. That is, all mine shafts and drill holes are to be backfilled upon completion, and all excess mullock removed from the site.
(iii) There is an understanding that at some stage in the medium to long term, Walgett Shire Council expects to request the Department of Primary Industries not to grant new opal prospecting or mining titles n the area when the land is required for urban expansion.

(d) The 26 hectare area adjoining Fantasia Street is needed for impending urban residential expansion and Council requests that it be retained as a policy reserve to exclude opal mining and prospecting titles.

2. Send the Lightning Ridge Miners Association a copy of the letter which is sent to the Department of Primary Industries.

Attachment A – Council resolution 16 October 2007

335/07 – Areas excluded from opal mining and prospecting

RESOLUTION:

It was resolved on the motion of the Administrator that Walgett Shire Council resolve to:

1. Write to the Department of Primary Industries and the Lightning Ridge Miners Association and state that it is willing to agree to allowing up to 25% of the 100 hectare residue of the policy reserve located between the aerodrome and Fantasia Street, Lightning Ridge to be used for opal prospecting and mining at a given time.

   Furthermore, it is prepared to agree to staged access, to 25% at a time, of the area when the Lightning Ridge Miners Association indicates that its members have no further desire to prospect the 25% area that is available at a given time (subject to written agreement from Walgett Shire Council, who will not withhold such agreement unless it believes there is a pressing demand for land for urban development and/or land has been significantly compromised by recent mining activity).

2. Write to the Department of Primary Industries and the Lightning Ridge Miners Association and state that it is willing to agree to allowing up to 50% of statutory reserve 280078 and Walgett Shire Council's freehold land located near the intersection of the Castlereagh Highway and Bill O'Brien Way, Lightning Ridge to be used for opal prospecting and mining at a given time.

   Furthermore, it is prepared to agree to staged access, to 50% at a time, the area when the Lightning Ridge Miners Association indicates that its members have no further desire to prospect the 50% area that is available at a given time (subject to written agreement from Walgett Shire Council, who will not withhold such agreement unless it believes there is a pressing demand for land for urban development and/or land has been significantly compromised by recent mining activity).

Carried

9. STATUS OF LIGHTNING RIDGE DIVING POOL HEATING SYSTEM

REPORTING SECTION: Urban Infrastructure Services

AUTHOR: Siegfredo Coralde - Director of Urban Infrastructure Services

FILE NUMBER: 032/05/01/55

Summary

This report provides Council with information on the progress of the feasibility study being provided by GHD Consultants to hopefully enable water from bores to be utilised in giving hot water to the Lightning Ridge diving pool for all seasons.

A brief presentation by the GHD consultant will complement this report.

Discussion (including issues and background):

On 20 April 2001 Mr Chris Edwards provided Council a report regarding the use of hot bore water for heating the Aquatic Centre Swimming Pools in Lightning Ridge. The report illustrated a proposed heat exchanger system source with two engineering options of heating the new diving pool, the hot spa and the two existing pool systems:

- Option 1: Water supply from the new bore and the town water rising main to the South
- Option 2: Supply from the old bore to the North.

The Edwards Report also stated:

"Further analysis that the extra distance to Option 2 source and lower temperature of 47 degrees compared against Option 1 source removes Option 2 from further investigation. Option 1 source is expected to give at least 60 degrees heat from the source and should be enough to heat the new diving pool, the hot spa and the two existing pool systems." However, no detailed analysis has been done since the report was presented and therefore, assumptions have not been substantiated as at this date."

Where we are at now?. In December 2008, Council prepared a Feasibility Study Brief primarily to identify the most cost effective course of action based on the earlier report submitted by Edwards.
In early April 2009, Council received engineering proposals from two qualifying Consultant firms.

GHD Consultants (Orange Office) was selected and subsequently accepted to undertake the project study at a cost of $20,000 including GST.

Based on preliminary findings, heating of the new diving pool, the hot spa and the two existing pool systems may be feasible but very cost prohibitive. It was decided that further consultation was required to determine if heating all the identified areas is really the intention of the stakeholders. As a result of this consultation, it was confirmed that only the diving pool required heating. The Feasibility Brief reflects the requirement to investigate options for the Diving Pool and Spa only.

GHD Consultants proceeded to review Options 1 and 2 of the old report and the other options of Solar, Electric and gas. The findings are detailed in the following:

- Option 1: Drilling of one new bore and installation of the pool heating system will cost upwards of $400,000.00

- Option 2: Supply of water from the old bore (bore bath) is not feasible as the low temperatures will do little to heat the diving pool. The returning water will be less than 35 degrees C and therefore will not heat the bore bath. The water leaving the bore bath at the maximum of 9 l/s would only heat the diving pool by 1 to 2 degrees C per day even if the diving pool operating temperature is dropped to 25 degrees C in winter.

Best feasible option. GHD Consultants believed that augmenting the town water supply to heat the diving pool is the best option. The detailed study being carried out by GHD will determine whether the diving pool can be heated to 28 degrees C for most days during the winter months. Water temperature testing has been carried out at the proposed cut in point on the trunk main from the bore pump and the water temperature at this location is 45.3C and this figure will play an important part in providing calculations of the heating requirements.

The overall cost of this project will be around $300,000 but could be as low as $250,000 depending on the trenching, laying and backfilling of pipes along one kilometre of Pandora Street.

Summary

GHD Consultants will send a complete report by the second week of June.

Relevant Documents:

Chris Edwards Report
Request for Quotation: Feasibility Study of Heating Diving Pool

Stakeholders:

Walgett Shire Council

Financial Implications:

The total estimated cost of this project is $300,000 and this is covered by 2009/10 draft budget.

Recommendations:

That

1. Council receives this report.

2. A Complete report be presented to Council at its June Ordinary Meeting.

Attachment:

GHD CLIENTS | PEOPLE | PERFORMANCE

MEMORANDUM

29 April 2009

To	Michael Ryan		
Copy to	Tim Chapman-Mortimer, Fred Coralde		
From	Filip Czyzewski	Tel	(02) 6393 6413
Subject	Lightning Ridge Pool Feasibility Study Progress Report	Job no.	21/18446

This is a short progress report to assist council in assessing the feasibility of the pool heating options and the probable cost of the project. To date GHD has visited the site, gathered the required information and reviewed previous work. We are currently in the process of developing the heating requirements and evaluating all the available options. The draft findings to date are as follows:

- The drilling of a new artesian basin borehole to supply heat to the pool is feasible but cost prohibitive. The drilling of a new borehole, instillation of a geothermal heat pump (otherwise you will need two boreholes) and installation to the pool heating system will cost upwards of $400,000.
- The utilisation of water from the old bore (bore bath) is not feasible, as the low temperatures will do little to heat the diving pool. It is not feasible to utilise water directly from the old bore pump, as the returning water will be less then 35°C and therefore not able to heat the bore bath. The water leaving the bore bath at the maximum of 9L/s would only heat the diving pool by 1°C to 2°C per day (even if the pool operating temperature is dropped to 25°C in winter).

Currently the most feasible option is to augment the town water supply to heat the diving pool. It is envisaged that with the proposed modifications the pool can be heated to 28oC for most days during the winter months. However calculations of the heating requirements have not been finalised and the exact temperature of the town water supply at the cut in point or at the reservoir is not known.

The main uncertainty in the project cost is in the laying of the pipes along 1km of Pandora St. The town pump modification (variable speed drive upgrade) will cost approximately $55,000 and the pipe materials will cost approximately $60,000. However the trenching, laying and backfilling of the pipes is subject to detailed design and site specific constraints and can range from $50/m to $150/m. With a relatively conservative $120/m (due to the road crossings and some evidence of rock) the overall cost at this stage (with a 15% project delivery cost) will be around $300,000 but could be as low as $200,000.

It is envisaged that a draft report will be available at the end of May for Council review and comment.

Regards

Filip Czyzewski
Project Engineer

21/18446/6675
GHD 72 McNamara Street Orange NSW 2800 PO Box 950 Orange NSW 2800 Australia
T 61 2 6393 6400 **F** 61 2 6393 6401 **E** oagmail@ghd.com.au **W** www.ghd.com.au

10. MEMORANDUM OF UNDERSTANDING – WATER UTILITIES SHARING GROUP

REPORTING SECTION: Urban Infrastructure Services

AUTHOR: Siegfredo O Coralde – Director of Urban Infrastructure Services

FILE NUMBER: 032/05/01/05

Summary:

On 13 March 2009 the Walgett, Moree Plains, Narrabri and Gwydir Shire Councils held a meeting in Moree to consult and frame an appropriate response to the Minister of Water regarding the favoured Option 1: Binding Alliance Model. A collective official response letter to the Minister on 18 March 2009 contains the following agreed principles:

1. Four Councils would initially seek to identify the potential for co-operative arrangements and studies in water supply and sewerage program from which the involved Councils will benefit

2. The initial task of identifying areas of potential mutual benefit would be undertaken by the Working Party of the responsible professional officers from each of the four Councils

3. The Working Party would report back to a meeting of the Committee of Mayors and the General Managers of the four Councils, to be convened in Moree Plains on 01 May 2009

4. The Committee of Mayors and General Managers would consider options for formalising arrangements for co-operative undertakings on 01 May 2009

5. Walgett Shire Council will keep the Minister of Water informed of outcomes and developments involving the four Councils.

Discussion (including issues and background)

The Working Party. This party comprising of four (4) senior water and sewerage representatives from each Council, met twice in April 2009. A report has been presented and was discussed by Moree Plains and Walgett Shire Councils on 01 May 2009 at Moree Plains Shire Council Chambers. Representatives from Narrabri and Gwydir Shire Councils were not present at this meeting.

Moree Plains Shire and Walgett Shire Councils endorsed the Water Utilities Sharing Group as the preferred name of this initiative. The Memorandum of Understanding is then prepared based on the cooperative approach as outlined in the Working Party Report.

The Memorandum of Understanding is in its first stage of development and there are some matters that the Group will need to address before arrangements become operational.

Relevant Documents:

Secure and Sustainable Urban Water Supply and Sewerage Services for Non-Metropolitan New South Wales Report – Director of Urban Infrastructure Services
Letter to the Minister of DWE regarding the Inquiry dated 18 March 2009
Working Party Report
Working Party Meetings

Stakeholders:

Walgett Shire Council
Moree Plains Shire Council
Narrabri Shire Council
Gwydir Shire Council

Community Implications:

The future of the Water Utilities Sharing Group depends on the final decision of the New South Wales Government. Council should always be prepared to continually disseminate any relevant information to its constituents whenever necessary.

Financial Implications:

Nil

Recommendations:

That

1. **This report be received.**

2. **Council adopts the Memorandum of Agreement in principle.**

3. **Council authorises the General Manager to continue negotiations with other participating Councils regarding the future of the Water Utilities Sharing Group**

4. **Council authorises the General Manager to officially inform the Minister of Water and Energy regarding the formation of Water Utilities Sharing Group.**

Attachments:

Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

WATER UTILITIES RESOURCE SHARING GROUP

Moree Plains Shire Council
Walgett Shire Council
Narrabri Shire Council
Gwydir Shire Council

Memorandum of Understanding

Prepared for:

Moree Plains Shire Council
Walgett Shire Council
Narrabri Shire Council
Gwydir Shire Council

Prepared by:

Siegfredo O Coralde
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April 2009

TABLE OF CONTENTS

Background

The Working Party

The MOA Document

Limitation

Water Utilities Resource Sharing Group

1.0 Vision Statement

2.0 Objectives

3.0 Asset Ownership

4.0 Areas of Resource Collaboration

5.0 Exchange of Fees and Charges

6.0 Membership

7.0 New Members

8.0 Structure of Group

9.0 The Memorandum of Understanding

Background

Walgett, Moree Plains, Narrabri and Gwydir Shire Councils held a meeting on 13 March 2009 in Moree to consult and frame an appropriate response to the Minister of Water regarding the favoured Option 1: Binding Alliance Model. A collective official response letter to the Minister on 18 March 2009 contains the following agreed principles:

1. Four Councils would initially seek to identify the potential for co-operative arrangements and studies in water supply and sewerage program from which the involved Councils will benefit

2. The initial task of identifying areas of potential mutual benefit would be undertaken by the Working Party of the responsible professional officers from each of the four Councils

3. The Working Party would report back to a meeting of the Committee of Mayors and the General Managers of the four Councils, to be convened in Moree Plains on 01 May 2009

4. The Committee of Mayors and General Managers would consider options for formalising arrangements for co-operative undertakings on 01 May 2009

5. Walgett Shire Council will keep the Minister of Water informed of outcomes and developments involving the four Councils.

The Working Party

Following the instruction from the Group of Councils, the Working Party, comprised of four (4) senior water and sewerage representatives from each Council, met twice in April 2009. From these meetings, the Working Party produced a Report that was discussed by Moree Plains Shire and Walgett Shire Councils on 01 May 2009 at Moree Plains Shire Council Chambers. Representatives from Narrabri and Gwydir Shire Councils were not present at this meeting.

MOA Document

The Group of Councils represented by the Moree Plains Shire and Walgett Shire Councils endorsed the Water Utilities Sharing Group as the preferred name of this initiative. This document is prepared based on the cooperative approach as outlined in the Working Party Report. Once this document is accepted in principle, Narrabri Shire and Gwydir Shire Councils will be informed and invited to join the Group.

Limitation

This document is in its first stage of development and there are some matters that the Group will need to address before arrangements become operational.

Water Utilities Resource Sharing Group

1.0 Vision Statement

To lead by example through a resource sharing alliance that commits Moree Plains, Walgett, Narrabri and Gwydir Shire Councils to strive for the highest delivery of standards of water and sewerage services to their respective communities.

2.0 Objectives

2.1 To establish a working partnership where all Council members will work together as a unified group

2.2 To be reliable and accountable for each Council's team sharing participation

2.3 To help each member to develop a systematic and practical asset management system approach beneficial to each Council's long-term strategic goals

2.4 To help each member to develop levels of service to performance-based reporting systems to meet Best Practice Guidelines

2.5 To maintain accepted standards in water and sewerage delivery services

2.6 To work together on tasks and challenges, accepting each member's goals

2.7 As a group we will work together assigning and taking on each Council's team tasks, fulfilling our group's position requirements in the agreed timeframe

2.8 As a group we will work together to keep the communication lines open while offering support and help to all Council team members

2.9 As a group, create a plan of action utilizing everyone's knowledge and soliciting input from all available resources

3.0 Asset Ownership

Respecting members concerns for protecting their asset investments, each Council will continue to control, operate and retain their own assets including the physical delivery of essential services. Should one of the members enter into a resource sharing arrangement with other participating member/s, this

arrangement shall in no way affect these parties or their own staffing and operational decision making strategies.

Members will have the right to freely use (and regard as its own) the developed procedure, policy and other related documents adopted by the Group.

Access to asset data and records of each member can be requested but should relate to the functions and objectives of the Memorandum of Understanding.

4.0 Areas of Resource Collaboration

Each Council will endeavour to share resources with any Group member in relation but not limited to, the following areas of activity:

4.1 Equipment Leasing

4.2 Cadets and Engineers Services

4.3 Staff Training Schemes

4.4 In-House Designs, Specifications and Expertise

4.5 Smoke Testing Techniques

4.6 Pipe Re-Lining Services

4.7 Pipe Jetting/Pegging Services

4.8 Asset Management Services

4.9 Project Management

4.10 Joint Regional Project Initiatives

5.0 Exchange of Fees and Charges

Any member who engages services from other member/s shall be charged on the basis of agreed and/or prevailing internal hire costs imposed by the hiring member. This includes a rate per kilometre travel expense as determined by LG State Award for motor vehicles.

Costs relating to meetings (Sections 9.2 and 9.3) are not to be charged.

Should the Group become a fully developed entity where the original intent of this document may change in the future, fees and charges will be reviewed and agreed by members at that time. (Refer to Section 9.1)

6.0 Membership

The following Councils have agreed to be members of the Group:

Moree Plains Shire Council
Walgett Shire Council
Gwydir Shire Council
Narrabri Shire Council

7.0 New Members

A new member may be admitted to the Group with the agreement of the current Council members.

8.0 Structure of Group

8.1 Strategic Operations. Each member retains autonomy as a body exercising water utility functions and responsibilities.

The Group will discharge its responsibilities pursuant to Section 355 (d) of LGA 1993.

8.2 Management Board. There will be a Management Board comprising of the following:

A Councillor from each Council
The General Manager from each Council

Councillor members shall be appointed by their respective Councils for a term of one year.

The Chairmanship of the Board will rotate annually between the Councillor members of the Board.

The Board shall meet quarterly and provide briefing and achievement reports for members.

The Board shall continually review the performance and achievements of the Group. At the end of each rotating term, the report shall be prepared addressing the financial situation of the Group (if warranted); achievements; failures and recommended future directions.

8.3 Technical Sub-Committee. Each Council shall appoint a representative to this technical body. This representative is expected to be directly involved in the operation and management of their Council's water and sewerage delivery services.

The representatives will hold regular meetings and advise and brief the Management Board on the progress of resource sharing initiatives and actions required to maximise the benefits available to members.

The representatives have the power to initiate resource sharing initiatives.

8.4 External Providers. The Management Board can engage Consultants and/or a Special Project Officer to fulfil specific tasks which have been adopted by the Group.

Cost-sharing arrangements may be based on the number of household assessments of each member or as determined by the Management Board.

9.0 The Memorandum of Understanding

This document is designed to exist until 30 June 2014. Should a member choose to disengage and withdraw its membership before the expiry date, a six-month written notice shall be furnished to the Management Board.

In accordance with the Resolution of the …… day of ……, 2009, the Common Seal of the Council of Moree Plains was hereunto affixed on the ……day of ……2009.

…….. ……..
Mayor General Manager

In accordance with the Resolution of the …… day of ……, 2009, the Common Seal of the Council of Walgett Shire was hereunto affixed on the ……day of ……2009.

…….. ……..
Mayor General Manager

In accordance with the Resolution of the …… day of ……, 2009, the Common Seal of the Council of Narrabri Shire was hereunto affixed on the ……day of ……2009.

…….. ……..
Mayor General Manager

In accordance with the Resolution of the …… day of ……, 2009, the Common Seal of the Council of Gwydir Shire was hereunto affixed on the ……day of ……2009.

…….. ……..
Mayor General Manager

11. MAINTENANCE OF TRACKS ON OPAL FIELDS

REPORTING SECTION: Director Rural Infrastructure & Support Services

AUTHOR: Ian Taylor - Director Rural Infrastructure & Support Services

FILE NUMBER: 006/05/03/44

Summary:

The 'Old Angledool Road Committee' has written to Council requesting to know who is responsible for the upkeep of their road as the Lightning Ridge Miners Association has not responded favourably to their requests.

Discussion (including issues and background):

Changes to maintenance practices have arisen as a result of the conversion of most Camps On Claims to Western Lands Leases. This change has been precipitated by a reduction in the revenue received by the LRMA from the reduced number of claim holders.

Council currently does not designate the tracks around the opal fields as 'public roads'. It has also recently adopted a recommendation of the Walgett Shire Growth Management Study and Strategy which regards the primary land use on the 'preserved' opal fields as opal mining. Further, Council's Policy P&R - Opal Mining Related Policies states inter alia, that Council "Regards opal mining and prospecting as the dominant land use on the ‘preserved’ opal fields. Accordingly, unless there are substantial and tangible benefits arising for the community, Council will oppose any development that may detrimentally affect the dominant land use." Designating tracks as roads would effectively lead to a sterilisation of this land and thereby have a detrimental affect on the dominant land use of opal mining.

Council needs to consider whether it is appropriate and affordable for it to extend its road maintenance activities to some or all of the mining fields tracks.

Under current arrangements the access tracks pass though Crown Land, part of which Walgett Shire Council holds under Permissive Occupancy 1985/19. Individual Mineral Claim holders and Western lands Lease holders are responsible for maintaining their own access.

If it were to commit to maintaining these roads, Council needs to identify the limits of its commitment in terms of specific roads or geographic areas to which this service would apply. Otherwise it may be seen as a precedent to maintain any track that was perceived by an individual to be located on an opal field.

If it were to commit to maintaining these roads, Council also needs to consider the extended and on-going duty of care and public liability that would arise out of such a decision.

Whilst Council may resolve not to maintain these tracks its self, this should not be assumed to be a resolution not to provide financial assistance to another party who may be in a more appropriate position to service the area.

Relevant Reference Documents:

Letter from Old Angledool Road Committee
Policy P&R - Opal Mining Related Policies

Stakeholders:

Walgett Shire Council
Residents of Opal Fields in Walgett Shire

Financial Implications:

Unsealed roads currently have an annual allocation of approximately $500 per kilometre to operate and maintain. Individual roads will receive greater or lesser funding levels depending upon traffic volumes and weather conditions. If funding for Shire Roads is used to maintain these additional roads, the achievable standard of maintenance on Shire Roads will be lowered. Without a limitation to the extent of this service, the overall cost impact cannot be identified at this stage.

Recommendations:

That Council

1. **Only provide road maintenance services on specifically designated and named 'public roads' on opal fields in Walgett Shire;**

2. **The specifically designated 'public roads' shall be those named by Council in its Rural and Urban Road Addressing Maps as published from time to time and for which Council is the Road Authority; and**

3. **That this statement be made a Policy of Council for consideration and adoption at its next general meeting.**

4th. May 2009.
The General Manager,
Walgett Shire Council.

Dear Manager,
I am writing on behalf of our road committee.
I went to the L.R.M.A. but they seem to not responsible for the upkeep of our road anymore.
Can you advise us of who is now responsible, as we are now on Western Lands.
There is one resident constantly watering the road from the town water pipe, which is for only for domestic use, and he has holes and ruts in the road in an area where the road narrows over a pipe.
What can we do to stop this practice.
The road is need of a grade right through, from Potch St. to the end of our area.
Hope you can advise us who is now responsible.

Yours sincerely,
Ann Brown,
On behalf of
Old Angledool Road Committee.
P.O. Box 768,
Lightning Ridge, 2834.

A. Brown

Walgett Shire Council
REC'D
06 MAY 2009
FILE: 006/05/03/44.
LETTER No: 2412.
REFER: TUC.
COPY:

To The Lightning Ridge Miners Association.

We the undersigned of Old Angledool Mining Field Road Committee, are asking to have the road graded from Potch Street, through to the end of our road.
One resident is constantly watering the road from the town water supply, and making the road very rough, with potholes, is there anything we can do to stop this practice?
It also has deep holes as you come off Potch Street, and towards the end of our road.
We would appreciate your urgent attention.

Yours Sincerely,
Ann Brown, sec.
Signed by;

A. Brown
D Nichol
A.K. Nicholson
L Bogdan
K Bogdan
S Bogdan
Z Bogdan
K Bogdan
S Bogdan
M. Niksic
Z Lozić
Perović
P. Prendavic

Eddie Webb.
Fay Allen.

12. COUNCIL PROCEDURE AFM - MOTOR VEHICLE

REPORTING SECTION: Director Rural Infrastructure & Support Services

AUTHOR: Ian Taylor - Director Rural Infrastructure & Support Services

FILE NUMBER: 004/13/02/41

Summary:

Council resolved at its April meeting to include a provision in respect of carrying passengers in Council Vehicles. This report presents an amended Procedure AFM - Motor Vehicle for Council's information.

Discussion (including issues and background):

Council resolved at its April general meeting "that the Motor Vehicle policy be amended to include a provision in respect of carrying passengers in Council Vehicles". The appropriate place to make this amendment is in the related procedures.

Refer attached Procedure AFM - Motor Vehicle showing amendments made since it was last presented to Council.

Relevant Reference Documents:

Procedure AFM - Motor Vehicle

Stakeholders:

Walgett Shire Council

Financial Implications:

Nil.

Recommendations:

1. That Council note the amended Procedure AFM - Motor Vehicle.

Attachment:

PROCEDURE AFM - MOTOR VEHICLE

Approval Date:

Review Date:

Responsible Officer: Director Rural Infrastructure & Support Services

Council Policy Reference

AFM – Motor Vehicle Policy

Statutory Requirements

Local Government Act 1993
Local Government (General) Regulation 2005
Occupational Health and Safety Act 2000

Related Policy/Procedure

AFM - Financial Management and Control
AFM - Purchasing
AFM - Purchasing Criteria for Motor Vehicles Less Than 5,000kg GVM

Application

This procedure applies to all Council staff that use and administer the use of Council motor vehicles.

Motor Vehicles

1. Objective

To establish procedures and guidelines for the provision of motor vehicles recognising that operational requirements and staffing arrangements of Council may vary from time to time.

2. Statement

Vehicle selection, private use arrangements, and the Motor Vehicle Policy and the Motor Vehicle Procedures ('the procedures') as amended from time to time are based upon the operational needs of the organisation and cost benefit to the Council.

Where vehicles are subject to a private use arrangement, they are not provided to a specification designed to meet the private use requirement of the employee, however, employees can request optional equipment to be fitted to the vehicle at their own expense. (Refer to 2.7 Employee Funded Optional Equipment)

The provision of a vehicle for private use is to be considered a benefit and a privilege, and Walgett Shire Council reserves the right to rescind its decision to provide a vehicle, vary the type of vehicle to be provided, vary the contribution rates, and vary the Motor Vehicle Procedures at any time, to ensure the interest of Council is being met.

The Local Government (State) Award and other contracts of employment may make certain provisions in relation to the provision of "lease-back" motor vehicles. The termination or variation of a motor vehicle leaseback agreement is subject to these conditions to the extent that they are applicable.

2.1. Delegation of Authority

The General Manager, under Delegated Authority, is to purchase and changeover Council's vehicles as provided for annually in the adopted budget and in accordance with this procedure document.

2.2. Administration of the Motor Vehicle Procedures

The Director of Rural Infrastructure and Support Services and the Support Services Coordinator are to be accountable to the General Manager for the overall management of the Motor Vehicle Procedures.

2.3. Review of Procedures

The Procedures will be reviewed every two (2) years or at such other time as is necessary, by the Support Services Coordinator and any recommendations will be submitted by the Director Rural Infrastructure and Support Services to the General Manager.

2.4. Vehicle Categories

Vehicle selection shall be based upon suitability for the operational needs of Council, inclusive of the most beneficial whole of life costing in an effort to promote efficiency within fleet operations.

2.5. Vehicle Maintenance

i) Council's Support Services Section shall be responsible for ensuring that all vehicles are serviced and maintained.

ii) All vehicles are to be serviced according to manufacturers specifications, and it is the responsibility of the employee to ensure vehicles are booked in with the Support Services no less than one (1) week prior to service falling due;

iii) All vehicle defects are to be reported to the Support Services Coordinator via the formal 'Plant Daily Inspection Fault Report', and verbally by telephone or radio to the Leading Hand / Mechanic. Plant Daily Inspection books will be distributed at the time of vehicle issue, with additional books being available from Support Services.

iv) Council shall pay all registration, and insurance costs. All vehicles remain the property of the Council.

2.6. Vehicle Replacement

i) Vehicles shall be replaced at a time considered appropriate by the Director Rural Infrastructure & Support Services in consultation with the Support Services Coordinator to provide the optimum benefit to Council. Employees with private use of motor vehicles need to be aware that vehicle replacement is not based on any set criteria in relation to time or kilometres travelled.

ii) All vehicle changeovers are to be completed by the Support Services Coordinator, using the `Vehicle Issue & Return Form' (Annexure B). The Support Services Coordinator will subsequently issue vehicles to the relevant employee.

iii) All vehicles returned to Support Services Coordinator for disposal will be assessed and prepared to a condition that is considered to attain the best financial outcome for Council.

iv) No vehicle colour preference will be given to employees. Colours, other than white, shall be selected at the discretion of the Director Rural Infrastructure & Support Services.

v) Where a position is vacated for which a vehicle was provided, the Relevant Department Director shall review the need for such vehicle and is to ensure in consultation with the Director Rural Infrastructure & Support Services, that any future vehicle provided is in accordance with the procedures and is meets Council's operational requirements.

2.7. Employee Funded Optional Equipment

i) The following is fitted to Council vehicles as standard equipment:

(1) Sedans and Wagons

(a) Air Conditioning

(b) Floor Mats

(c) Headlight Protectors (Glass headlight lenses only)

(d) Mudflaps

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(e) Cruise Control

(f) 'ABS' Braking System

(g) Driver & Passenger Air Bag Systems

(h) Bull Bar (to be approved by the Director Rural Infrastructure & Support Services)

(i) Driving Lights (to be approved by the Director Rural Infrastructure & Support Services)

(2) Utilities and 4WD's

(a) Air Conditioning

(b) Seat Covers

(c) Floor Mats

(d) Headlight Protectors (Glass headlight lenses only)

(e) Mudflaps

(f) Cruise Control (where available)

(g) 'ABS' Braking System (where available)

(h) Driver & Passenger Air Bag Systems (where available)

(i) Bull Bar (to be approved by the Director Rural Infrastructure & Support Services)

(j) Driving Lights (to be approved by the Director Rural Infrastructure & Support Services)

(k) Tow Bar

Selected optional extras may be fitted to vehicles leased under Type A and B (Refer to 2.12 Vehicle Leaseback), initially at the employee's own expense where such item is not standard specification, and subject always to approval from the Director Rural Infrastructure & Support Services.

Employee funded options may (where practical) be transferred or replaced at time of vehicle changeover at Council's expense. Council will not reimburse employees for the purchase of optional extras. All equipment transfers are to be completed by persons approved by the Support Services Coordinator.

Roof Racks may not be fitted or used on Council vehicles unless approved by the Support Services Coordinator. Approved type racks will be fitted to type A and type B leased vehicles at full cost to the employee. Any damage caused to a vehicle by use of non-approved roof racks will be payable by the employee at the full cost of the repair.

Where an employee ceases for any reason to participate in the Leaseback Scheme, no cash allowance will be made for employee funded options under any circumstances.

Employee funded options may be paid via payroll deductions over a period agreed by the General Manager.

Property damage to third parties caused by employee owned boats,

trailers, and caravans etc, whilst being towed by Council vehicles, will be covered by Council's Motor Vehicle Insurance. However, damage to the trailer, caravan or boat itself is not covered. An employee involved in an accident whilst towing an unregistered trailer or caravan etc. may be liable for any unrecoverable costs associated with the accident.

2.8. Vehicle Usage

The following rules shall apply to the vehicle usage:

i) The employee assigned to a Council vehicle shall be responsible for ensuring ***proper and adequate care, usage and maintenance*** of the vehicle as explained when the vehicle has been issued, including garaging/off street parking where practicable, regular cleaning both internal/external and ensuring regular checks (as per the manufacturers handbook) of running items including:

(1) Fuel Level

(2) Engine oil level

(3) Engine coolant level

(4) Transmission oil level (Automatic only)

(5) Brake fluid level

(6) Tyres including spare tyre

(7) Lights

(8) Windscreen washers/wipers

(9) General roadworthiness of vehicle

The employee assigned to a Council vehicle shall ensure that log books are accurately completed in accordance with Australian Taxation Office Guidelines where issued or directed by the Support Services Section.

ii) All vehicles are to be ***cleaned, serviced, and repaired*** as per Section 2.5 *Vehicle Maintenance*, and at all times in accordance with the manufacturer's handbook. All vehicles are to be polished at least once every year, all cleaning and regular checks of the vehicle vehicles subject to Type A, B, and C Leases shall take place on the employee's time.

Cleanliness and general care of vehicles will be monitored by the Support Services Coordinator at regular intervals and any breach shall be brought to the attention of the Director Rural Infrastructure & Support Services. Any further action will be at the discretion of the relevant Departmental Director. Animals (i.e. pet dogs/cats) are not to be allowed to come into direct contact with the vehicles passenger compartment and must be transported in accordance with RTA guidelines.

iii) Type A, B and C lease vehicles use may be ***driven by*** the assigned employee's, Spouse or Defacto Spouse. Other immediate family members or other licensed drivers may drive the vehicle only if specifically approved by the relevant Director or Director Rural

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Infrastructure & Support Services, or if they are employees of Council.

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Type D, D1, E, and F vehicle usage allows employees to ***pick up and drop off*** members of their work gang, if the Supervisor for the employee has given their prior approval.

Type D, D1, E and F vehicle usage shall be limited to the participating employee only.

No person other than those specified above shall be permitted to drive the vehicle, except in an emergency. The full insurance excess is payable by unauthorised persons involved in an accident.

Non employees may travel as ***passengers*** in Council Vehicles if such travel is for work related purposes. Passenger travel in Council vehicles for non work related purposes is not permitted without prior approval of the relevant Director or Director Rural Infrastructure & Support Services, except in an emergency or if the driver has a Type A, B, or C Lease.

Note: Where ***contractors*** are engaged by Council to undertake works or services, staff are not obligated to provide transport of any form for the contractor unless it is specifically included in the written conditions of engagement.

iv) Any ***warning lights*** (eg flashing or rotating lights whether operational or not) if practical, shall be removed before the participating employee's spouse or other authorized driver operates the vehicle.

v) Vehicles are to be brought onto the job every working day except for lease Type A and B participants when on leave, and shall be ***available for official use*** as required by any employee of Council when not required for official use by the participating employee. Use of Council vehicles is restricted to Private Use and Council Use only. Under no circumstances shall Council vehicles be used for other purposes eg. for personal commercial gain.

vi) All employees who are required to drive Council vehicles must hold a ***current drivers license*** issued by, or approved by, the New South Wales (NSW) Roads and Traffic Authority (RTA) (outside of employee probationary period). Staff who require a license to carry out their work and who have their license cancelled either fully or partially, shall immediately notify their supervisor. Failure to notify will be considered a serious misdemeanour, which may result in suspension or termination of employment. Upon notification of license cancellation or suspension, the employee's employment status will be reviewed and any rights to the use of a Council vehicle shall be terminated.

vii) Unacceptable Uses:

(1) Smoking is not permitted in or on any Council vehicles or equipment.

(2) The vehicle may not compete in any car rally or competition, or be used for commercial purposes or otherwise contrary to the terms of Council's motor vehicle insurance policy.

(3) The employee or other authorized driver must not willfully or recklessly misuse or mistreat the motor vehicle.

(4) The employee must not do anything that might result in any insurance on or relating to the vehicle becoming void or which might increase

the premium on any policy. If any insurance excess charge or other charge increases are incurred as a result of the use to which the vehicle is put by the employee, the employee may be required to pay the additional amount.

viii) An employee convicted of ***drink driving*** in association with an accident will be liable for all costs associated with the repair of such vehicle/vehicles.

ix) All employees involved in motor vehicles ***accidents*** shall complete an 'Insurance claim form' (regardless of extent of the damage), all accident's and incident's are also to be recorded using an 'Accident / Incident Report Form'.

All accidents shall be investigated by the Support Services Coordinator to assist with accident prevention strategies.

x)

xi) Vehicles leased under Type A leases are not required to display Council's insignia. All other vehicles are to display ***Council's insignia or name*** as fitted by Council's Support Services Section.

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xii) Private use of Council vehicles shall be limited to ***vehicles of less than 3,500kg GVM***. No leases of any type will be offered for plant or other vehicles.

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xiii) Type A, B and C private use will be restricted to ***periods of leave*** (i.e. maternity, sick, annual, long service, workers compensation etc) that are less than 9 weeks duration. Employees who have extended leave applications approved by the General Manager will have leaseback payments suspended when the leased vehicle is not available for private use. In cases of exceptional personal hardship the General Manager may approve an extension in excess of nine weeks, and this will be reassessed on a week by week basis. If an employee is absent from work on unpaid leave for one week or longer, the vehicle must be returned to the Support Services Coordinator for the period of absence.

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xiv) Any ***toll charges***, traffic infringements (including parking fines), or other costs arising as a consequence of tolling or traffic offences, will be the responsibility of the normal driver of the vehicle by default when the vehicle has not been allocated to another Council employee via a completed vehicle issue form. Any legal action resulting from a traffic offence will result in a review of the employee's entitlement to private or commuter use of a Council vehicle and may result in suspension or withdrawal of the entitlement. All costs associated with any such legal action will be the responsibility of the employee.

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2.9. Fuel

All Council vehicles shall be fuelled using a fuel card system or from Council's store, regardless of whether or not the fuel is used privately or for Council purposes. Each vehicle will be issued with a fuel card specific to that particular vehicle, and upon vehicle replacement a new fuel card shall be issued and the old card cancelled and destroyed. Each employee will be required to give an accurate odometer reading when refuelling.

Any person found abusing the fuel card system will be subject to disciplinary

procedures and may be removed from any vehicle scheme privileges by the General Manager.

2.10. Pool Vehicles

All vehicles can be requisitioned for short term use, subject to vehicle availability. Staff should make arrangements directly with the employee to whom the vehicle is assigned for intra-day use. For overnight use, a written request for vehicle use should be sent to the Support Services Coordinator or other delegate of the Director Rural Infrastructure and Support Services. A Short Term Vehicle Use Form (Annexure D) must be completed before the vehicle is issued.

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2.11. Roadside Service

NRMA membership or equivalent roadside service will be provided for all vehicles under Type A and B leases.

2.12. Vehicle Leaseback

Staff shall be admitted to the scheme by invitation only and subject to the General Manager's approval.

Short term Type A, B and C Leases (eg. Annual leave periods) will not be offered.

The changing of a category of a lease Type A, B or C by an employee is at the General Manager's discretion and may only be changed once in every twelve months.

i) **Full Private Use Lease Type A** – Full unrestricted business and private use (excluding private commercial use) of a Council supplied motor vehicle, 24 hours per day, 7 days per week within Australia, including all fuel and maintenance costs.

ii) **Restricted Private Use Lease Type B** – Private use of a Council supplied motor vehicle restricted to a limit of 10,000 kilometres per (FBT) year. All fuel purchased outside Walgett Shire for private use shall be paid for by the lessee and not placed on Council's fuel card(s).

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iii) **Commuter Use Lease Type C** – Discontinued.

iv) **Take Home Use Agreement Type D** – The employee is given use of a motor vehicle, which is provided for the position that the employee holds, for the purpose of travelling from the employee's home to Council's work place, and vice versa. The motor vehicle shall not be used for any other purpose, and shall be available at all times for Council use (including weekends and RDO's). Private usage of such vehicles is strictly prohibited for any purposes other than (a) approved journeys to and from home/work and (b) non-work related use that is *minor, infrequent and irregular* during approved meal breaks within a 20 kilometre radius of the applicable Walgett Shire Council works depot. Where the vehicle is a panel van, utility, or other commercial vehicle, such use must meet the eligibility criteria for Fringe Benefits Tax exemption issued by the Australian Taxation Office. Only Council employees or persons authorised by the General Manager shall travel in the vehicle and employees must be dressed in Council work uniform whilst travelling in the vehicle.

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v) **Take Home Use Agreement Type D1** – The employee is given use of a motor vehicle, which is provided for the position that the employee holds, for the purpose of travelling from the employee's home to Council's work place, and vise versa. The motor vehicle will not be used for any other purpose, and shall be available at all times for Council use (including weekends and RDO's). Private usage of such vehicles is strictly prohibited for any purposes other than approved journeys to and from home/work or during approved meal breaks. Only Council employees or persons authorised by the General Manager shall travel in the vehicle. A Type D1 lease shall incur a charge as set out in the Contribution Rates (Annexure A).

vi) **On Call Take Home Use Agreement Type E** – The employee is given use of a Council supplied motor vehicle for the purpose of travelling from the employees home to Council's work place, and visa versa, whilst on call. The motor vehicle will not be used for any other purpose, and shall be available at all times for Council use (including weekends and RDO's). Private usage of such vehicles is strictly prohibited for any purposes other than (a) approved journeys to and from home/work and (b) non-work related use that is *minor, infrequent and irregular* during approved meal breaks within a 20 kilometre radius of the applicable Walgett Shire Council works depot. Where the vehicle is a panel van, utility, or other commercial vehicle, such use must meet the eligibility criteria for Fringe Benefits Tax exemption issued by the Australian Taxation Office. Only Council employees or persons authorised by the General Manager shall travel in the vehicle and employees must be dressed in Council issued work uniform whilst travelling in the vehicle.

vii) **Short Term Take Home Use Agreement Type F** – A vehicle will be assigned on a short term basis not exceeding two (2) weeks, to an employee who is required to have take home use of a motor vehicle, at the specific request of his or her overseer eg short term traffic control, On Call Duty Officers etc. As a minimum, all conditions of Agreement Type D shall apply.

Lease types C, D, E and F private use terms may be amended for periods not exceeding seven (7) days by written authorisation of the General Manager.

Termination of Agreements - The General Manager shall retain the right to terminate such agreement by giving the employee written notice as specified in this policy. The grounds for termination shall be as deemed reasonable by the General Manager at the time, eg economics, unsatisfactory employee service, corporate restructure, abuse of car scheme privileges etc. Employees may terminate the agreement upon fourteen (14) days notice in writing. Employees are not obliged to enter into a lease agreement.

2.13. Contribution Rates

Refer to Contribution Rates (*Annexure A*)

The relevant fees will be collected fortnightly via payroll deduction in accordance with Council's pay periods. Fees will be reviewed annually at the commencement of each financial year.

2.14. Termination of Employment

i) Employees who resign or are being dismissed from Council are

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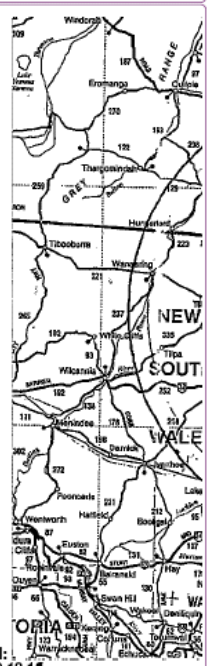

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required to obtain a Vehicle Clearance from the Support Services Coordinator.

ii) Any outstanding charges arising from the use of a Council vehicle by the employee at the date of termination shall remain payable by the employee.

iii) Any use entitlements of the employee shall end at the date of termination of employment.

Annexure "A"

Contribution Rates

The General Managers vehicle lease back is included in the employment contract and is not included in the following table.

The following rates per week shall apply for each vehicle category and level of use:

	VEHICLE DESCRIPTION	TYPE A Pre Tax	TYPE B Post Tax	TYPE C Pre Tax	TYPE D1 Post Tax
Class 1	Mid range specification 6-cylinder 4x2 sedan or wagon; or 4 or 5 cylinder turbo diesel dual range transmission 4x4 wagon	$95	N/A	N/A	N/A
Class 2	Base model specification 6 cylinder 4x2 sedan or wagon; or Class 3 vehicle with unloaded mass > 1,600kg	$75	N/A	N/A	N/A
Class 3	Base model specification 4 cylinder sedan, hatchback or wagon: 4x2 or 4x4 single range transmission sedan or wagon with unloaded mass < 1,601kg	$60	N/A	N/A	N/A
Class 4	Commercial or other operationally specific vehicle with GVM < 3,500kg	N/A	$30	N/A	$30

Notes:

N/A: Not Available.

Type D, E and F vehicle usage does not incur a fee.

During the transition of the fleet from existing vehicles to those purchased in accordance with AFM - Purchasing Criteria for Motor Vehicles Less Than 5,000kg GVM, the above class descriptions shall apply (approximately until June 2011). Once the entire fleet has been converted, the Class descriptions will be reviewed. Rates applied to each vehicle Class and lease Type shall reflect the portion of costs associated with all vehicles currently in that Class and Type.

Annexure"B"

Vehicle Issue & Return Form

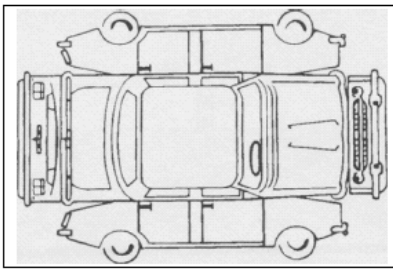
*Department:*_____

Additional Vehicle ❑ No ❑ Yes (go to Section Two)

Section One

Item to be replaced: ____ _____ *Plant No:*_____

Existing damage: ❑No ❑ Yes (please show on diagram)

	Description

Section Two

Vehicle type: ❑ Sedan ❑ Wagon ❑ Utility ❑ 2wd ❑ 4wd

Engine type: ❑ Petrol ❑ Diesel ❑ Turbo (diesel only)

Transmission: ❑ Manual ❑Automatic

Configuration (utilities): ❑ Canopy ❑ Tonneau ❑ Table Top ❑ Tipper

Communications: VHF UHF Mobile Phone

Call sign: Number:_____

Standard Options		*Passenger*		*Commercial*	
	Towbar		Cruise Control		Ute Liner
	Floor Mats		First aid kit		First Aid Kit
	Headlight Covers		Insect Screen		Insect Screen
	Bonnet Protector		Beacon		Beacon
	Seat Covers				
	Fire extinguisher				

Other: (please list)_____

_____

Attach to memo for approval by the General Manager

Signed: On delivery: _____ Date _____

On return: _____ Date _____

Annexure "C"

WALGETT SHIRE COUNCIL VEHICLE LEASE AGREEMENT

EMPLOYEE NAME	
EMPLOYEE NUMBER	
POSITION	

I agree to abide by the terms and conditions for use of a Council provided motor vehicle, as set out in the Walgett Shire Council Motor Vehicle Policy as amended from time to time.

The lease type offered and accepted by me is _____and I agree to the lease contribution rate (Annexure "A") applicable being deducted from my salary on a fortnightly basis.

I accept that the vehicle issued to me at this time is:-

PLANT NUMBER	
VEHICLE MAKE	
VEHICLE MODEL	
BODY TYPE	

and is in as new condition or as stated on Annexure "B".
This agreement is amendable by the Vehicle Issue and Return Form (Annexure "B").
The nominated address for overnight garaging of the motor vehicle supplied is:

Signed by Employee: _____

Signed by Department Director: _____

Signed by General Manager: _____

Date: _____

To be placed on the employee's personal file and a copy provided to Support Services Coordinator

Annexure "D"

WALGETT SHIRE COUNCIL SHORT TERM VEHICLE USE FORM
(For Periods of up to 10 Days)

Driver _____ Cost Code _____

Destination _____ Vehicle Assigned _____

Pick up: / / - am/pm Return: / / - am/pm

Odometer (pickup) _____

Odometer (return) _____ Total Km. Travelled _____

Non Work Related Passengers (Prior approval required)

_____

BEFORE RELEASING VEHICLE

Valid Drivers Licence	☐ Yes	☐ No
Fuel Card	☐ Yes	☐ No
E-Tag Required	☐ Yes	☐ No
Vehicle Clean	☐ Yes	☐ No
Daily Inspection Completed	☐ Yes	☐ No

UPON VEHICLE RETURN

Keys Returned	☐ Yes	☐ No	
Vehicle Refuelled	☐ Yes	☐ No	(Fuel in tank _____)
E-Tag Returned	☐ Yes	☐ No	
Vehicle Log Book completed	☐ Yes	☐ No	
Vehicle Clean	☐ Yes	☐ No	

Inspected by: _____ Signature: _____

Driver Responsibility Statement

It is the driver's responsibility to read and understand all policies concerning the use of Council Motor Vehicles.

It is the responsibility of the driver to return the vehicle clean and with a full tank of fuel. The supplied fuel card is for the purchase of Diesel or Unleaded petrol only. All fuel receipts require a speedometer reading and to be signed by the driver. Fuel shall only be purchased for use in the designated Council Vehicle. I have read the above statement and agree to comply with Walgett Shire Council's Motor Vehicle Policies.

Driver Signature: _____ **Date:** _____

13. TENDERS - PLANT HIRE

REPORTING SECTION: Director Rural Infrastructure & Support Services

AUTHOR: Ian Taylor - Director Rural Infrastructure & Support Services

FILE NUMBER: 230/00/80/07

Summary:

Tenders calling for standing offers E08007 for the hire of various plant and related services have been advertised in accordance with the Local Government (General) Regulation. This report recommends that Council accept all conforming tenders submitted to date.

Discussion (including issues and background):

Tenders were called requesting standing offers for casual plant hire. The tender period is on-going.

The offer document makes provision for the selection of a plant hire contractor from those offers accepted. Selection must consider:

- Availability
- Suitability for Council's Project Requirements
- Total Estimated Project Price
- Documented Past Performance
- Value for Money

The offer documents include performance specifications and require the contractor to provide various insurances to mitigate public liability and worker death and injury risks associated with this class of work. Engagement is based on a Purchase Order Contract and Australian Standard 4905 Minor Works contract Conditions.

As the expenditure over a 12 month period with some of the plant hire contractors, or on an individual project may exceed the tender threshold of $150,000, it is recommended that Council formally accept all conforming offers as follows:

- KJ Sherar
- Sherrin Rental
- Bows Sand & Gravel
- PR & JA Cochrane
- Rollers Australia
- W&J Chapman Farming
- Robert Rubie
- Batterline Earthmoving
- Christopher Underwood
- Doncorp
- Wax grading
- Wintergreen Investment Pty Ltd

Any further offers received will be referred to Council at its meeting following the assessment of such offers.

The following offers have been submitted but were nonconforming and require resubmission before they can be accepted:

- J & J Fielding
- JWF & Y Muller
- Coates Hire

These tenderers have been advised of their non-conformances and will be reassessed on receipt of a new offer.

Relevant Reference Documents:

Offer Documents E08007

Stakeholders:

Walgett Shire Council

Financial Implications:

Costs associated with the engagement of contractors are included in the expenditure of the relevant Council service delivery area in the Management Plan.

Recommendations:

1. That Council accept tenders from the following businesses for E08007 Request for Standing Offers: Casual Plant Hire Walgett Shire NSW -

KJ Sherar
Sherrin Rental
Bows Sand & Gravel
PR & JA Cochrane
Rollers Australia
W&J Chapman Farming
Robert Rubie
Batterline Earthmoving
Christopher Underwood
Doncorp
Wax grading
Wintergreen Investment Pty Ltd