



AGENDA FOR ORDINARY COUNCIL MEETING

Thursday 27th October 2022

NOTICE IS HEREBY GIVEN pursuant to clause 7 of Council's Code of Meeting Practice that the Ordinary Council Meeting of Walgett Shire Council will be held on **27 October 2022** commencing at **11:00am** to discuss the items listed in the Agenda.

Please Note: The Council Meetings are recorded

Michael Urquhart
GENERAL MANAGER

CONFLICT OF INTERESTS

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

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

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

Remoteness

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

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

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

Relatives, Partners

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

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

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

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

No Interest in the Matter

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

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

Disclosure and participation in meetings

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

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

Non-Pecuniary Interest – Must be disclosed in meetings.

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

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

Disclosure to be Recorded (S453 Act)

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

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## **Local Government Act 1993**

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

## **GUIDING PRINCIPLES FOR COUNCILS**

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

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

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

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

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

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

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

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

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## PUBLIC FORUM PRESENTATIONS

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

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

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

*The General Manager or their delegate may refuse an application to speak at a public forum. No more than three (3) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council Meeting. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the General Manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.*

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

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

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

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

| SPEAKER | TOPIC |
|---------|-------|
| Nil     | Nil   |

## 1. OPENING OF MEETING

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

## 2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

## 3. ONE MINUTE SILENCE IN ACKNOWLEDGEMENT OF THE PASSING OF HER MAJESTY QUEEN ELIZABETH II

*I would also like us to take a moment to pause and reflect on the life of Her Majesty Queen Elizabeth II, after her passing on September 8, 2022.*

*The legacy of her 70 years of service as head of the Commonwealth, is one of strength, dutifulness and dedication.*

*Let's all please stand.*

----- ONE MINUTE SILENCE ACKNOWLEDGED -----

## 4. LEAVE OF ABSENCE

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

## 5. DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS

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

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

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

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

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

## 6. CONFIRMATION OF MINUTES/MATTERS ARISING

### 6.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 27 SEPTEMBER 2022

#### Minutes of Ordinary Council Meeting – 27 September 2022

##### Recommendation:

That the minutes of the Ordinary Council meeting held 27 September 2022, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.

##### Moved:

##### Seconded:

##### Attachments:

Minutes of Ordinary Meeting held 27 September 2022



**MINUTES FOR THE  
ORDINARY COUNCIL  
MEETING**

**Tuesday 27<sup>th</sup> September 2022**

Michael Urquhart  
GENERAL MANAGER

**MINUTES OF THE ORDINARY MEETING OF THE WALGETT SHIRE COUNCIL HELD AT THE  
WALGETT SHIRE CHAMBERS ON TUESDAY 27<sup>TH</sup> SEPTEMBER 2022 AT 11:00AM**
**OPEN FORUM****Public Presentations:***Nil**The Mayor declared the meeting open at 11:25AM***PRESENT**

Mayor Jane Keir  
 Deputy Mayor Greg Rummery  
 Cllr Alf Seaton  
 Cllr Colin Hundy  
 Cllr Daniel Walford  
 Cllr Jasen Ramien  
 Cllr Ian Woodcock  
 Cllr Sue Currey  
 Michael Urquhart (General Manager)  
 Tony Hughes (Chief Financial Officer)  
 Bob Stephen (Director Engineering/Technical Services)  
 Kimley Talbert (Director Environmental Services)  
 Belinda Petersons (Minute Secretary)

**Note:**

Tony Hughes attended the meeting via Zoom video link.

**Leave of Absence:**

Cllr Michael Cooke

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

| Councillor   | Item No. | Report title/ Subject matter                                                                         | Pecuniary/Non-Pecuniary | Reason                                                |
|--------------|----------|------------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------------|
| Mayor Keir   | 9.3.1    | Monthly Maintenance Grading Report – as at 31 August 2022                                            | Pecuniary               | Family Business interest                              |
| Cllr Ramien  | 9.3.1    | Monthly Maintenance Grading Report – as at 31 August 2022                                            | Pecuniary               | Family Business interest                              |
| Cllr Ramien  | 9.4.1    | Development Approvals August 2022                                                                    | Pecuniary               | Family Business interest                              |
| Cllr Ramien  | 9.4.2    | Development Application No. DA2022/43                                                                | Non-Pecuniary           | Quarry owner                                          |
| Cllr Ramien  | 13.1.2   | Lease to Graincorp Operations Ltd – Part road reserve adjacent to Kamilaroi Highway, Burren Junction | Pecuniary               | Family Business interest                              |
| Cllr Rummery | 9.4.1    | Development Approvals August 2022                                                                    | Non-Pecuniary           | Provider of agronomy services to DA2022/43 applicant  |
| Cllr Rummery | 9.4.2    | Development Application No DA2022/43                                                                 | Non-Pecuniary           | Provider of agronomy services to DA2022/43 applicant  |
| Cllr Walford | 9.4.1    | Development Approvals August 2022                                                                    | Pecuniary               | Board member of Walgett Local Aboriginal Land Council |

|                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>11/2022/1 Leave of Absence</b></p> <p><b>Resolved:</b></p> <p>That the leave of absence received from Cllr Michael Cooke is accepted and leave of absence granted.</p> <p><b>Moved:</b> Cllr Ramien<br/> <b>Seconded:</b> Cllr Walford<br/> <b>CARRIED</b></p>                                                                                                                             |
| <p><b>11/2022/2 Minutes of Ordinary Council Meeting – 30 August 2022</b></p> <p><b>Resolved:</b></p> <p>That the minutes of the Ordinary Council meeting held 30 August 2022, having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings on the meeting.</p> <p><b>Moved:</b> Cllr Seaton<br/> <b>Seconded:</b> Cllr Currey<br/> <b>CARRIED</b></p> |
| <p><b>11/2022/3 Monthly Mayoral Report</b></p> <p><b>Resolved:</b></p> <p>That the Mayoral report for September 2022 be received and noted.</p> <p><b>Moved:</b> Mayor Keir<br/> <b>Seconded:</b> Cllr Currey<br/> <b>CARRIED</b></p>                                                                                                                                                            |
| <p><b>11/2022/4 Council's Decision Action Report – September 2022</b></p> <p><b>Resolved:</b></p> <p>That the Resolution Register for September 2022 be received and noted.</p> <p><b>Moved:</b> Cllr Ramien<br/> <b>Seconded:</b> Cllr Hundy<br/> <b>CARRIED</b></p>                                                                                                                            |
| <p><b>11/2022/5 Circulars Received From the NSW Office of Local Government</b></p> <p><b>Resolved:</b></p> <p>That the information contained in the following Department circular 22-22, from the Local Government Division Department of Premier and Cabinet be received and noted.</p> <p><b>Moved:</b> Cllr Woodcock<br/> <b>Seconded:</b> Cllr Rummery<br/> <b>CARRIED</b></p>               |



**11/2022/6 Important Dates for Councillors – Upcoming Meetings & Events****Resolved:**

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

**Moved:** Clr Rummary  
**Seconded:** Clr Currey  
**CARRIED**

**11/2022/7 Council Policy and Procedure Review****Resolved:**

That:

1. The General Managers report be received;
2. Council adopts the revised policies and procedures as presented:
  - i) Time in Lieu
  - ii) Use of Council Chambers by Community Groups and Government Agencies
  - iii) Workplace Display Material
  - iv) Sharps & Other Possible Contaminate Injuries
  - v) Statement of Business Ethics

**Moved:** Clr Currey  
**Seconded:** Clr Ramien  
**CARRIED**

**11/2022/8 Model Social Media and Councillor Staff Interaction Policies****Resolved:**

1. That the report be received.
2. That Council adopts the Social Media and Councillor Staff Interaction policies as presented.

**Moved:** Clr Hundy  
**Seconded:** Clr Walford  
**CARRIED**

**11/2022/9 Pecuniary Interest Returns 2021/2022****Resolved:**

That the General Manager's report be received and noted.

**Moved:** Clr Rummary  
**Seconded:** Clr Currey  
**CARRIED**

**11/2022/10 Local Government Election****Resolved:**

That the Walgett Shire Council ("the Council") resolves:

1. Pursuant to S.296(2) and (3) of the Local Government Act 1993 (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
2. Pursuant to S.296(2) and (3) of the Act, as applied and modified by S.18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
3. Pursuant to S.296(2) and (3) of the Act, as applied and modified by S.18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

**Moved:** Cllr Woodcock

**Seconded:** Cllr Rumery

**CARRIED**

**11/2022/11 Community Assistance Scheme – 2022/23 Applications****Resolved:**

1. That the following eligible applicant be granted financial assistance under Section 356 of the Local Government Act 1993 for Round One of the 2022/2023 Community Assistance Scheme – Let's Dance Carinda Tribute Committee Inc. in the amount of \$3,000.00.
2. That the General Manager be authorised to investigate the purchase of a stage to be used for community functions and events.

**Moved:** Cllr Ramien

**Seconded:** Cllr Seaton

**CARRIED**

**11/2022/12 Partial Road Closure – Bill O'Brien Way, Lightning Ridge****Resolved:**

That Walgett Shire Council resolve to:

1. The partial closure of Bill O'Brien Way from Lot 79 to the western end of Lot 78 DP820469, being Crown Reserve 230076.
2. Council approve construction of 'Anyone Can Play Park' on that part of the partially closed road (Bill O'Brien Way) and Lot 78 DP820469 (being Crown Reserve 230076).
3. Council construct a small toilet facility with one (1) unisex ambulant and one (1) accessible toilet, if required by DPIE recommendations.

Moved: Cllr Hundy  
 Seconded: Cllr Ramien  
**CARRIED**

**11/2022/13 Monthly Outstanding Rates Report as at 31 August 2022****Resolved:**

That the 31 August 2022 outstanding rates report be received and noted.

Moved: Cllr Currey  
 Seconded: Cllr Walford  
**CARRIED**

**11/2022/14 Cash and Investment Report as at 31 July 2022****Resolved:**

That the Investment report be received and noted.

Moved: Cllr Ramien  
 Seconded: Cllr Rummery  
**CARRIED**

**11/2022/15 Section 356 – Rebates to Churches and Other Not-For-Profit Organisations 2022/2023****Resolved:**

That Council writes off \$205,396.17 as per the Abandonments Register as at 30<sup>th</sup> June 2022.

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

*At 12:04pm Mayor Keir and Cllr Ramien declared a pecuniary interest and exited the Chamber.*

*Deputy Mayor Rummery then presided over the meeting.*

**11/2022/16 Monthly Maintenance Grading Report – August 2022****Resolved:**

That Council receive and note the monthly maintenance grading works report for August 2022.

**Moved:** Cllr Woodcock

**Seconded:** Cllr Currey

**CARRIED**

*At 12:06pm Mayor Keir and Cllr Ramien returned to the Chamber.*

*Mayor Keir resumed the chair.*

**11/2022/17 Service Progress Report as at 31 August 2022****Resolved:**

That Council receive and note the Engineering Services monthly works progress report for August 2022.

**Moved:** Cllr Woodcock

**Seconded:** Cllr Walford

**CARRIED**

**11/2022/18 Monthly Major Project Report - August 2022****Resolved:**

That Council receive and note the Monthly Major Projects Report for August 2022.

**Moved:** Cllr Woodcock

**Seconded:** Cllr Seaton

**CARRIED**

**11/2022/19 Applications for Fixing Country Roads Program - Round 6****Resolved:**

That Council note and authorise the funding application for the **Fixing Country Roads Program – Round 6** for the roads (Merrywinebone Road RR329, Ridge Road RR426 and ~~Goandra~~ Road SR116) that satisfy the funding body's mandatory requirements of Benefit to Cost Ratio (BCR) greater than 1.

**Moved:** Cllr Rummery

**Seconded:** Cllr Seaton

**CARRIED**

*At 12:38pm Cllr Ramien and Cllr Walford declared a pecuniary interest and Deputy Mayor Rummery declared a non-pecuniary interest.*

*All Councillors exited the Chamber at this time.*

**11/2022/20 Development Approvals August 2022****Resolved:**

That Council receive and note the Development Approvals Report for August 2022.

**Moved:** Cllr Currey

**Seconded:** Cllr Seaton

**CARRIED**

*At 12:30pm Cllr Walford returned to the Chamber.*

*Deputy Mayor Rummery and Cllr Ramien remained outside the Chamber as both declared a non-pecuniary interest.*

**11/2022/21 Development Application No. DA2022/43****Resolved:**

Council as a whole to approve Development Application No. DA-2022/43 being for the Extension and Operation of an existing quarry providing road base material, on Lot 3189 DP765394, (Komalah) Millencowbah Road Lightning Ridge, along with the Relevant Prescribed Conditions (as per the attached Recommendation Report).

**Moved:** Cllr Woodcock

**Seconded:** Cllr Walford

**Planning Division:****For**

Mayor Jane Keir

Cllr Alf Seaton

Cllr Sue Currey

Cllr Ian Woodcock

Cllr Daniel Walford

**Against**

Cllr Colin Hundy

**Absent**

Cllr Michael Cooke (*apology for meeting*)

Cllr Jasen Ramien (*Non-Pecuniary Interest*)

Deputy Mayor Greg Rummery (*Non-Pecuniary Interest*)

**CARRIED**

*At 12:36pm Cllr Ramien and Deputy Mayor Rummery returned to the Chamber.*

**11/2022/22 Move into Closed Session**

**Time: 12:40pm**

That the public be excluded from the meeting pursuant to Sections 10A 92) (a) (c) & (d) of the Local Government Act 1993 on the basis that the items deal with:

(a) Personnel matters concerning particular individuals (other than Councillors)

(c) That information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)

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

**Moved:** Cllr Ramien

**Seconded:** Cllr Hundy

**CARRIED**

| 11/2022/23 CONFIDENTIAL - Lease of space on Collarenebri Water Tower to Field Solutions Group Pty Ltd |                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Resolved:</b>                                                                                      |                                                                                                                                                                                                                         |
| 1.                                                                                                    | That the General Manager's report be received.                                                                                                                                                                          |
| 2.                                                                                                    | That Council enter into a lease with Field Solutions Group P/L for lease of part Lot 162 DP862540; being approximately 8m x 4m in size, for a period of five (5) years, with an option of a further 5 x 5 term options. |
| 3.                                                                                                    | The annual lease fee be set at \$1,500 per annum (plus GST) with annual CPI indexation.                                                                                                                                 |
| 4.                                                                                                    | The Council Seal be affixed to the Lease Agreement and the Mayor and General Manager be authorised to execute the lease documents.                                                                                      |
| <b>Moved:</b> Cllr Woodcock                                                                           |                                                                                                                                                                                                                         |
| <b>Seconded:</b> Cllr Ramien                                                                          |                                                                                                                                                                                                                         |
| <b>CARRIED</b>                                                                                        |                                                                                                                                                                                                                         |

At 12:43pm Cllr Ramien declared a pecuniary interest and exited the Chamber.

| 11/2022/24 CONFIDENTIAL – Lease to Graincorp Operations Limited – Part road reserve adjacent to Kamilaroi Highway, Burren Junction |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Resolved:</b>                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 1.                                                                                                                                 | That the General Managers report be received.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 2.                                                                                                                                 | That Council enter into a lease with Graincorp Operations Limited for lease of part Road Reserve, described as; the proposed lease area is located with the land area bounded by Lot 7300 DP 1153362 to its west, Lot 53 DP 753925 and part of Lot 7004 DP 1032424 to its north, Lot 54 DP 753926 to its east, the Kamilaroi Highway/Slacksmith Street corridor to its South, and Lot 65 DP 721416 along this lot's north and east boundaries, excluding a 20 metre public road corridor along the northern and eastern boundary for a period of Five (5) years with an option to renew for a further Five (5) years. |
| 3.                                                                                                                                 | The commencing lease fee is \$2,500 per annum plus GST, with annual indexation based on the Sydney CPI.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 4.                                                                                                                                 | The Council Seal be affixed to the lease agreement and the Mayor and General Manager be authorised to execute the Lease documents.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 5.                                                                                                                                 | Council formally contact adjoining landowners, advising of the lease arrangement of the public road corridor.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 6.                                                                                                                                 | Council place the lease arrangement on public display, for a period of 28 days, calling for submissions from the public.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Moved:</b> Cllr Hundy                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Seconded:</b> Cllr Seaton                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>CARRIED</b>                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

*At 12:50pm Cllr Ramien returned to the Chamber.*

| 11/2022/25 Return to open session                                           |  | Time: 12:50pm |
|-----------------------------------------------------------------------------|--|---------------|
| <b>Resolved:</b><br><br>That Council return to open session.                |  |               |
| <b>Moved:</b> Cllr Seaton<br><b>Seconded:</b> Cllr Currey<br><b>CARRIED</b> |  |               |

| 11/2022/26 Adoption of closed session reports                                                  |  |
|------------------------------------------------------------------------------------------------|--|
| <b>Resolved:</b><br><br>That Council adopt the recommendations of the Closed Committee Reports |  |
| <b>Moved:</b> Cllr Rummary<br><b>Seconded:</b> Cllr Seaton<br><b>CARRIED</b>                   |  |

**Close of Meeting** - The meeting closed at 12:55pm

To be confirmed at the next meeting of Council.

\_\_\_\_\_  
Mayor

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

## 6. REPORTS OF COMMITTEES/DELEGATES

### 6.1 BARWON-DARLING CUSTOMER ADVISORY GROUP

#### MINUTES OF MEETING HELD 14 JULY 2022

##### Barwon-Darling Customer Advisory Group Minutes of Meeting



**Location:** The Exchange, Dubbo

**Date:** 14 July 2022

**Time:** 9.30am

**Present:** Ian Cole (Chair), Bruce Coward, Leonie Brown, David Kirby, Greg Hill (video), David Miller (video), Matthew Miles (video), Joe Robinson (video), Jane Keir (video), Michael Urquhart (observer/video), Jonathan Dickson, Martin Brooks, Tracy Fulford, Dan Berry (video), Andrew Scott (video), Partha Saha (video), Enrico Proietti, Emma Oates and Toni Hayes.

The following attended via video conference for specific agenda items: Suzy Lykos (DPE), Veronica Silberschneider (DPE), Andrew Howe (NRAR), Merran Davis (NRAR), Ian Bernard (NRAR).

**Meeting Opened:** 9.30am.

**1. Introduction:**

**1.1 Welcome and Introductions:**

**1.2 Acknowledgement of Country**

**1.3 Apologies:** Michael Peat, Jason Wilson, Justin McClure.

**1.4 Confirmation of Agenda Items:**

**1.5 Declaration of Interest(s):**

- Declarations of interest were sought from attendees in relation to the meeting's agenda items. No interests were declared. Items included in the agenda are not considered confidential unless declared as such.

**1.6 CAG Member Introduction/Information (J Dickson):**

- WaterNSW welcomed continuing and new members to the new CAG term and explained CAG member roles and responsibilities, Code of Conduct, CAG format and schedule, CAG communication processes (notification of meetings, member sitting fees and mileage claims) and CAG Chairperson role and responsibilities. A detailed explanation of WaterNSW's role and responsibilities, including the CAG Charter, was also presented.
- Members were reminded the CAG is not a decision-making body but an engagement and consultation forum for WaterNSW to regularly consult and gain feedback from our customers on issues relevant to our performance and delivery of services, including but not limited to system operations, pricing, asset operations and maintenance.
- Discussion occurred around preference for meeting in person or online given the geographic spread of the valley. Views were mixed, however if in person, members would like to hold the meeting in the valley, stating there are now flights to Walgett and Bourke. Attendance via video conference should always be an option for those unable to travel.
- Members stated giving members advance notice of agenda items would help in deciding whether to travel or join via video conference.

**Action BD2207.01:** WaterNSW to looking into flight schedules and suitable meeting venues at Walgett and Bourke.

*Responsibility: T Hayes*

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**CAG Charter:**

- The [CAG Charter](#) was established by WaterNSW and applies to all Customer Advisory Groups. The Charter explains the role of the CAG, CAG catchment areas, appointment and selection criteria, term, member role and responsibilities, process for vacancies during a term, operating procedures for meetings and role of Chairperson.
- Increasing meeting time spent on customer-nominated topics: based on customer feedback to improve the value of meetings, WaterNSW is proposing that each CAG Chairperson assist WaterNSW with setting valley-specific customer nominated agenda items for each CAG meeting. Members may suggest items for inclusion via the CAG contact or Chairperson, ensuring items are proposed in advance of meetings to ensure time and resources can be allocated. Noting topics nominated should be related to the services WaterNSW provides.
- Members welcomed the opportunity to have more input into agenda items, stating the agenda must be relevant to the valley and concentrate on Barwon-Darling operational issues. Concerns noted regarding ceasing the ROSCCo forum, which had wider stakeholder involvement. WaterNSW stated that in times of drought or floods and where relevant, a community engagement meeting (similar to the ROSCCo) may be held to discuss issues with a wider community of stakeholders.

**1.7 Election of Chairperson:**

- Ian Cole was nominated by Joe Robinson. No other nominations received. Ian Cole accepted and was appointed to the position of Chairperson.

**1.8 Minutes of Previous Meeting, 17 March 2022:**

- Resolved the minutes of meeting held on [17 March 2022](#) be confirmed as a correct record. Taken as read.

*L Brown/B Coward  
carried*

- Members stated that forecast flow data previously provided to customers is now deemed commercial in confidence by WaterNSW and is no longer available. Members stated the information is important for planning for WaterNSW and its stakeholders, including safety and access, and should be made available to all customers going forward.
- WaterNSW advised that forecast data is not something we share however we are looking ways to provide more information and operational updates via [WaterInsights](#).
- Members questioned how the information is commercially sensitive and who made the decision as they would like to take it further. It is in the interest of customers on the Barwon-Darling to have the best information possible on what might happen in the river in periods of high and low flows so decisions can be made to move stock, pull pumps out, pull fences down etc. If a decision is being made that adds no commercial value and is to the detriment of the person paying for it, it needs to be taken further.
- Members understand it is a predictive tool however stated it is better than having no information. It is valuable information used to make important decisions.

**Motion BD2207.01:** The Barwon-Darling CAG moved to request that forecast flow data be made available via WaterInsights to all customers on the Barwon-Darling.

*J Robinson/D Miller  
carried*

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- WaterNSW noted the original response to the previous request out of session by Barwon-Darling Water, which was declined, and agreed to take the request and customer sentiment to WaterNSW Executive for a second review.

**Action BD2207.02:** WaterNSW to review decline of request for forecast data.

Responsibility: J Dickson

## 1.9 Actions arising from minutes

- See action sheet attached.

## 2. Operations

### 2.1 Water System Operations update (A Scott)

- WaterNSW presented an update on operations, including recent rainfall, climate outlook, soil moisture profile, tributary flow summaries, active management, allocation and flow class conditions and an update on what's new in WaterInsights. A verbal update on Menindee operations was also provided.
- Inflows to the upstream storages have continued resulting in a number of storages filling including Pindari, Copeton, Keepit and Chaffey, with inflows into these storages passing through these systems.
- The inflows to the tributaries are resulting in inflows to the Barwon-Darling, especially from the Border and Culgoa systems as well as notable contributions from Gwydir and Macquarie systems.
- Since February 2021 to 11 July 2022, there has been around 6,622GL of inflow into Menindee lakes system.
- Since March 2021, the northern NSW valleys that feed the Barwon-Darling have continued to receive good rainfall. As a result, the soil moisture content in the north is high and rivers are all flowing. According to the BOM forecast, there is a high chance of exceeding median rainfall across most of NSW for the next three months. Based on this forecast, inflows are likely to continue across the northern tributaries and into the Barwon-Darling moving into Spring and Summer.
- Water allocations were announced on 1 July with 100% for all licence categories in the Barwon-Darling Unregulated River Water Source.
- Summary of current flow class conditions presented. Current EOIs (expressions of interest) to extract water are around 6650ML. Currently there are no EOIs to protect water in the system.

#### Active Management:

- Part of the new active management rules require licence holders to lodge EOIs. Customers are asked to place EOIs as far in advance as possible (at least a week ahead) up to 400 days.
- The account balances in iWAS are not updated for extractive licence holders until meter readings are entered. In wet years, licence holders need to ensure that if they leave an enduring EOI in place and therefore keep receiving announcements to take water, they do not exceed their legal take for the year (must be mindful of water available in account).
- The minimum EOI that customers should place in the system should be set to zero *if the intention is to pump any water at all*. Some licence holders have minimum EOI of 20-30ML, which means if anything less than their minimum EOI is announced, they would get zero.
- Conversely, if the IDEC (Individual Daily Extraction Component) is higher than pump capacity it is recommended to submit the maximum (upper limit) as the maximum EOI, not the maximum IDEC. This helps with river operations and distributing volume available to other licences in the zone or further downstream (ie if there's no physical way the volume can be taken, please bring back to the practical limit).



- If there is **no intention** to pump, please indicate that in the EOLs (ie indicate no interest) as helps with sharing and distributing the water.
- DPE's Active Management Annual Review Report is likely to be published in the next month. The Independent Review of Resumption of Flow progress report is in the process of being finalised for publication (includes IDECs).
- Members sought information on results from the IDEC survey. WaterNSW advised there were 8 respondents to the survey – 4 advised their IDEC was too small relative to pump capacity and most respondents were keen to utilise temporary trade when it becomes available. Note: permanent trade of IDEC is available. The survey results and feedback generally reflected the views and concerns previously received.
- Members questioned the timeframe for submitting an EOI if you have allocation and water in your account and want to start pumping. WaterNSW advised that an EOI must be in place prior to pumping (at least 7 days prior). The cut off is 9am the day before the announcement applies.
- Members queried why the EOI only lasts 400 days. WaterNSW advised initially the year was rounded up to 400 days to enable planning on an annual basis. It is crucial for managing the system that the EOI reflects as much as possible the intention of what is being pumped.

## **2.2 Water Allocations and Outlook update (V Silberschneider - DPE)**

- DPE provided an update on current allocations in the Barwon-Darling. All licence categories received 100% allocation. Full allocation was possible because extraction from the water source was below the LTAAEL (Long Term Average Annual Extraction Limit).
- The Barwon-Darling exceeded the Sustainable Diversion Limit (SDL) compliance triggers in 2019/20 and again in 2020/21. DPE submitted a [reasonable-excuse claim](#) however the Inspector-General determined they did not have the authority to make a finding without an accredited WRP in place. DPE believes that once the metering calibration project is finalised the newest assessment would mean it will be compliant.
- Public consultation on the draft amendments to the Barwon-Darling WSP closed on 8 July 2022. Feedback submitted will now be considered by DPE. More information, including the draft amendments, can be found on DPE's webpage at <https://www.industry.nsw.gov.au/water/plans-programs/water-sharing-plans/recently-on-public-exhibition/barwon-darling>
- Proposed rules for floodplain harvesting in the *Barwon-Darling Unregulated River Water Source* presented, including account management, AWDs, permanent trade, granting or amending water supply works approvals and access rules. Submissions will be reviewed and a consultation outcomes report will be developed, with planned release August/September 2022. Amendment of the WSP to include the rules is scheduled to be released in October/November 2022.
- The Western Regional Water Strategy is the long-term strategic plan for the region. What comes out of these may trigger a review or an amendment to the NSW water sharing plans and water resource plans in the future.

## **2.3 Water Quality update (T Fulford)**

- WaterNSW provided a detailed update of the current algal situation in the Barwon-Darling system, including EC levels, cyanobacterial biovolumes and satellite imagery.
- For more information, including current algal alerts in NSW, please visit [www.watensw.com.au/water-quality/algae](http://www.watensw.com.au/water-quality/algae)





### 3. Presentations/Consultation:

#### 3.1 Regulatory Economics update (J Dickson)

- WaterNSW is continuing discussions with IPART around the proposed engagement framework they have released from stakeholder workshops held in 2021. We are working with IPART to understand scope to enable pricing consultation/engagement to be planned with customers. The ongoing pricing conversation will include the input received as part of Customer Conversations completed late last year. An engagement plan will be developed over the coming months with a view to updating the next CAG meeting and starting engagement later this year.
- WaterNSW's Operating Licence has been renewed by IPART for two years. The Operating Licence directs the activities WaterNSW is required to complete. A more detailed review will commence early 2023 once water sector reform has been stabilised.

#### 3.2 Water Reform Implementation Plan (WRIP)

##### Non-Urban Metering Reform update (S Lykos (DPE) / M Brooks)

- Regulations that enable the restriction, control and measurement of floodplain water came into effect on 1 July 2022 as part of the NSW Government's commitment to floodplain harvesting reform. Amendments to relevant WSPs that will complete regulation of floodplain harvesting in the Border Rivers and Gwydir valleys are currently before Ministers for consideration.
- More information on floodplain harvesting can be found at <https://www.industry.nsw.gov.au/water/plans-programs/healthy-floodplains-project/measurement> and <https://www.industry.nsw.gov.au/water/plans-programs/healthy-floodplains-project/about/legislative-amendments>
- WaterNSW reminded customers of requirements if they are past their rollout date and not yet fully compliant. The **key message** is that water users must show they have made reasonable effort to become compliant. NRAR is aware of supply issues however expects all water users to have taken tangible steps in an appropriate timeframe to demonstrate pathway to compliance (entered into a formal arrangement with a meter installer, can provide invoices/records of correspondence with a service provider).
- An overview of compliance numbers and key information for the Barwon-Darling presented and discussed.
- Before data at a site moves from the Data Acquisition Service (DAS) to the Water Accounting System (iWAS), WaterNSW conducts a quality control check. There may be a number of reasons that prevent data from moving through the system, including incorrect configurations in the LID such as unit of measure or scaling factor, LID attached to incorrect meter or a delay in submission of validation certificate. WaterNSW is working with DQPs to prevent these issues and the gap between the two sites.
- WaterNSW has been conducting in-field testing in Moree of a Campbell "multi meter to one LID". Three meters are feeding data to the DAS through a single Campbell LID and is working as expected. Plans for release in August.
- Once compliant, there are **ongoing requirements** under the metering reforms including recording and reporting, faulty equipment, ongoing maintenance and revalidation. **Recording and reporting requirements** for licensed water take and water take under BLR or licence exemption *with and without a meter* presented and discussed. For more information and links to relevant forms, please visit the [recording and reporting](#) page on WaterNSW's website.
- If you are only putting a data logger on you need to tell WaterNSW every month how much water you have taken by the 14<sup>th</sup> day. Even if you take zero water you need to tell us. WaterNSW has to operationalise the regulations, and this is part of that requirement.

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- Customers were reminded they must **report faulty metering equipment** within 24 hours by completing the online [S91i form](#), which will allow customers to continue to pump. Faulty equipment must be replaced/fixed within 21 days or a [request for an extension](#) must be submitted. Members commented that S91i forms are continually being rolled over/extended, which would suggest the policy is taking time to embed, and this should be considered in future rollouts.
- Members commented the biggest issue has been market failure, not responding as quickly as expected, and not because people are slow to respond to the regulations. NRAR and DPE are aware of these issues (refer agenda item 3.3).

### 3.3 NRAR Compliance update

#### NRAR's focus areas for the coming water year (A Howe - NRAR)

- NRAR provided an update on its regulatory priorities, enduring priorities, FY21-22 and FY22-23 annual priorities and an overview of its targeted campaign in the Hunter on irrigated agriculture. Good progress has been made across NSW on the metering regulations and NRAR will continue to work with water users to help them understand and comply with the rules.
- NRAR presented compliance figures for overdrawn accounts and bore extraction limits. Water accounts will be audited on a quarterly basis and overdrawn accounts will be flagged. Bores with extraction limits in at-risk groundwater sources will be audited every 6 months.
- Priorities for the year ahead are continued focus on state-wide water metering and DQPs, irrigated agriculture in the Murray, Murrumbidgee and Far North Coast and state-wide mining activities. The focus on the year ahead will be on the southern inland region.
- NRAR's compliance and enforcement attention is focussed on high volume water users with the expectation that all water users will have at least entered into a formal arrangement with a meter installer before their deadline or can show evidence of commencing an alternative pathway to compliance.
- Members questioned what percentage of sites will be compliant once tranche 3 goes through. Taken on notice.

**Action BD2207.03:** NRAR to provide information of percentage of sites that will be compliant once tranche 3 goes through.

*Responsibility: A Howe (NRAR)*

- Members questioned what NRAR considers as "best efforts to comply", stating it is important the message is out there of what NRAR sees as an acceptable pathway. It paints a bad picture to state 83% of irrigators don't have compliant meters when many have always been compliant. The rules have changed and the bar has been lifted, creating non-compliance.
- NRAR is aware of supply issues for LIDs (local intelligence device) and DQPs (duly qualified person) and is in contact with WaterNSW frequently. NRAR is looking for active steps taken by water users to come into compliance. Would like to see a formal agreement with a DQP, deposit paid, effort made to prepare a site. Water users need to show they have made tangible efforts to become compliant.
- Discussion occurred on the way NRAR presented statistics on overdrawn accounts, with customers stating the data is misleading and negatively impacts irrigator social licence in local communities. NRAR will take on notice and update the presentation going forward. NRAR advised that public messaging to come out soon will state that less than 2% of all industry accounts are non-compliant.
- Members stated that water users who are non-compliant due to lack of supply are guilty of non-compliance and the only way out of that is to rely on the discretion of NRAR, questioning if that is an appropriate position to be in. NRAR's role as the regulator is to enforce the law. NRAR is aware





of the barriers and will use discretion, however stated water users still need to be making their best efforts. If water users have done nothing 9-10 months after their deadline, NRAR will be less likely to use any discretion.

- Members questioned if exemptions are available due to supply issues. Taken on notice.

**Action BD2207.04:** NRAR to clarify if exemptions are available to water users who experience supply issues.  
Responsibility: A Howe (NRAR)

- [A Regional Compliance Breakdown](#) is available on NRAR's website.

### **3.4 Hydrographic Network and Remote Sensing (HNRS) Program (D Berry)**

- The Australian Government has provided \$35M for a collaborative program of four projects to enhance the quality, availability and transparency of water monitoring and information for the Northern Murray-Darling Basin and consists of installation of 20 new, relocated or improved gauging stations. After commissioning, sites will be integrated into the WaterNSW monitoring network for routine operation and maintenance.
- Project 1 is a state-based water and reporting information toolkit servicing the public, entitlement holders and state-based compliance officers; project 2 is a Commonwealth-led northern basin public water information portal and compliance officer portal; project 3 consists of improved cross-border measurement and monitoring; and project 4 is development of analytical methods and routines that support operationalised systems.
- To meet the project timelines, subject matter experts selected 5 priority sites for hydrometric gauging station installations to meet current and future needs of the Water Sharing Plans. Tranche 1 (Project 3) approved gauging station sites and site selection criteria presented and discussed.
- Stakeholders are encouraged to have their say and a stakeholder submission form will be available on the DPE website in late July. Submissions will be assessed against the selection criteria and a detailed assessment of selected sites will be conducted.
- Members stated that some information customers previously had access to is now deemed commercial in confidence and no longer available (ie forecast flow data) but now told there's funding available for more gauges. Will customers get more information now? WaterNSW advised that when making information available we have to ensure it is available to everyone. Customers are encouraged to submit feedback and suggestions via [WaterInsights](#) (blue button on right), as this could trigger operational updates.

### **3.5 WAVE Pilot update (J Dickson)**

- WaterNSW continues to renew our core systems to improve and streamline the way customers transact, providing choices for those who prefer digital/self-service while options will remain available for those who don't.
- An online customer portal will drive our transition to digital engagement and self-service, enabling customers to access our services at any time and from anywhere. Part of this vision is also to provide our customers with the opportunity to manage their water related needs all from one place.
- The pilot will soon be launched to test functionality before converting existing customers to the new process. For more information, please visit our [Customer Portal](#).

### **4. Business Papers:**

- Noted and taken as read.

### **5. General Business:**

- Nil general business raised.

**Meeting closed:** 1.30pm

**Next Meeting:** 1 December 2022 (TBC)



### Barwon-Darling Customer Advisory Group – Actions – 14 July 2022

| Carried forward actions |                                                                                                        |                |        |
|-------------------------|--------------------------------------------------------------------------------------------------------|----------------|--------|
| Action No.              | Action                                                                                                 | Responsibility | Status |
|                         | Nil carried forward actions                                                                            |                |        |
| New actions             |                                                                                                        |                |        |
| Action No.              | Action                                                                                                 | Responsibility | Status |
| BD2207.01               | WaterNSW to looking into flight schedules and suitable meeting venues at Walgett and Bourke.           | T Hayes        |        |
| BD2207.02               | WaterNSW to review decline of request for forecast data.                                               | J Dickson      |        |
| BD2207.03               | NRAR to provide information of percentage of sites that will be compliant once tranche 3 goes through. | A Howe (NRAR)  |        |
| BD2207.04               | NRAR to clarify if exemptions are available to water users who experience supply issues.               | A Howe (NRAR)  |        |

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## 6.2 BORDER REGIONAL ORGANISATION OF COUNCILS

### MINUTES OF MEETING HELD 12 AUGUST 2022 – DRAFT

Correspondence to: PO Box 138, Inverell Shire Council NSW 2360  
Email: [broc@inverell.nsw.gov.au](mailto:broc@inverell.nsw.gov.au)



# MINUTES

## 12 August 2022 – Thargomindah

(Bulloo Shire Council)

|            |                                                                              |                                       |                 |
|------------|------------------------------------------------------------------------------|---------------------------------------|-----------------|
| Venue:     | Kullilli Room<br>Echidna Place<br>37 Dowling Street<br>Thargomindah QLD 4492 | Date:                                 | 12 August, 2022 |
| Chair:     | Cr Kate Dight, - Inverell Shire Council                                      | Time:                                 | 9am             |
| Invitees:  |                                                                              |                                       |                 |
| Attendees: | In person:                                                                   |                                       |                 |
|            | Cr Samantha O'Toole<br>Matthew Magin                                         | Balonne Shire Council                 |                 |
|            | Cr Kate Dight<br>Sharon Stafford                                             | Inverell Shire Council                |                 |
|            | Cr Rob Mackenzie                                                             | Goondiwindi Regional Council          |                 |
|            | Cr John Coulton<br>Alex Eddy                                                 | Gwydir Shire Council                  |                 |
|            | Cr Lisa Orchin<br>Nick Tobin                                                 | Moree Plains Shire Council            |                 |
|            | Cr John Ferguson<br>Amer Tawfik<br>Donna Hobbs                               | Bulloo Shire Council                  |                 |
|            | Cr Suzette Beresford                                                         | Paroo Shire Council                   |                 |
|            | Via Teams:                                                                   |                                       |                 |
|            | Cr Bronwyn Petrie<br>Darryl Buckingham                                       | Tenterfield Shire Council             |                 |
|            | Cr Andrew Gale                                                               | Southern Downs Regional Council       |                 |
|            | Also in Attendance:                                                          |                                       |                 |
|            | James McTavish (Teams)<br>Kellie Urquardt<br>Amy Mouafi                      | NSW Cross Border Commissioner         |                 |
|            | A/SSgt Chris Mitchell                                                        | Qld Police Service                    |                 |
|            | Jenny Rix (Teams)<br>Trudi Bartlett                                          | RDA Darling Downs & South West        |                 |
|            | Bill Lansbury (Teams)                                                        | Department Transport & Main Roads QLD |                 |
|            | Katie Williams (Teams)                                                       | Premier & Cabinet QLD                 |                 |
|            | Angela Doering (Teams)                                                       | Inland Rail (Dept Infrastructure)     |                 |
|            | Jo Tait (Teams                                                               | ARTC                                  |                 |
|            | Nikki Seymour (Teams)                                                        | Dept Ag & Fisheries QLD               |                 |
|            | Danika Green (Teams)                                                         | Department Infrastructure             |                 |



|                  |                            |                                                   |
|------------------|----------------------------|---------------------------------------------------|
|                  | Bernadette Plummer (Teams) | Dept Local Govt<br>Racing & Multicultural Affairs |
| <b>File Ref:</b> |                            |                                                   |

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                  |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| <b>1.</b> | <b>Meeting Open</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                  |
| <b>2.</b> | <b>Welcome to Country</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                  |
|           | Cassie acknowledged the Traditional Custodians of this land and paid respect to the Elders past, present and emerging.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |
|           | <b>Welcome to Bulloo Shire – Cr John (Tractor) Ferguson, Mayor, Bulloo Shire Council</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                  |
|           | Cr Ferguson welcomed delegates to Bulloo Shire Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                  |
| <b>3.</b> | <b>Apologies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                  |
|           | Cr Mark Johnson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Moree Plains Shire Council       |
|           | Cr Jane Keir                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Walgett Shire Council            |
|           | Michael Urquardt                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Walgett Shire Council            |
|           | Cr Chris Matthews                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Gwydir Shire Council             |
|           | Max Eastcott                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Gwydir Shire Council             |
|           | Cassie White                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Paroo Shire Council              |
|           | Anne Leahy MP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Member for Warrego               |
|           | Janelle Saffin MP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Member for Lismore               |
|           | Russell Stewart                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | RDA Northern Inland              |
|           | Sally Dickinson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Commonwealth Environmental Water |
|           | Cr Barry Hollman (observer)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Bourke Shire Council             |
|           | <b>Moved: Goondiwindi                      Seconded: Gwydir</b><br><br>That the apologies be accepted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |
| <b>4.</b> | <b>Minutes of Meeting – 6 May 2022</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                  |
| 4.1       | <b>Moved: Moree                      Seconded: Gwydir</b><br><br>That the Minutes be accepted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                  |
|           | <b>Matters Arising from the Minutes</b><br><br>Nil.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                  |
| <b>5.</b> | <b>Correspondence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                  |
| 5.1       | <b>Inwards:</b> <ul style="list-style-type: none"> <li>Bank Statements, Correspondence and Fixed Term Certificates - National Australia Bank &amp; Credit Union</li> <li>Response from from QLD Dept State Development, Infrastructure, Local Government &amp; Planning re: Cross Border Commissioner</li> <li>Responses from RDA Darling Downs &amp; South West re: Cross Border Water Forum</li> <li><b>Note: Further item of correspondence received from the QLD Department Premier &amp; Cabinet re: Cross Border Commissioner – copy to be circulated with minutes.</b></li> </ul> |                                  |

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
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|                                               | <p><b>Moved: Balonne Seconded: Goondiwindi</b></p> <p>That the correspondence be received and noted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| 5.2                                           | <p><b>Outwards:</b></p> <ul style="list-style-type: none"> <li>• Letter to QLD Police re: Cross Border Disaster Management Workshop</li> <li>• Letter to Shadow Minister Communications re: Neutral Hosting of Communication Infrastructure</li> <li>• Letter to Visitor Information Centres C/- Inverell Shire Council re: Investigate Merits of Establishing Tourism Trail</li> <li>• Letter to QLD Dept State Development, infrastructure, Local Government &amp; Planning re: Cross Border Commissioner</li> <li>• Letter to Transport for NSW re: Transfer of Bruxner Way to the State</li> <li>• Letter to RDA Darling Downs &amp; South West re: Cross Border Water Forum</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
|                                               | <p><b>Moved: Paroo Seconded: Goondiwindi</b></p> <p>That the correspondence be received and noted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| 5.3                                           | <p><b>Matters arising from Correspondence</b></p> <p>Nil</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| <b>6.</b>                                     | <b>Financial Report as at 25 July 2022</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| 6.1                                           | <p><b>Transactions:</b></p> <p><b><u>National Australia Bank – 69-022-2187</u></b></p> <table border="1"> <tr> <td>Opening Balance as at 12 April 2022</td><td><b>\$16,280.50</b></td></tr> <tr> <td>Interest</td><td><b>\$0.46</b></td></tr> <tr> <td>Membership - Goondiwindi</td><td><b>\$500.00</b></td></tr> <tr> <td>Membership – Gwydir</td><td><b>\$500.00</b></td></tr> <tr> <td>Membership – Bulloo</td><td><b>\$500.00</b></td></tr> <tr> <td>Membership – Balonne</td><td><b>\$500.00</b></td></tr> <tr> <td>Membership - Walgett</td><td><b>\$500.00</b></td></tr> <tr> <td>Membership – Southern Downs</td><td><b>\$500.00</b></td></tr> <tr> <td>Membership - Tenterfield</td><td><b>\$500.00</b></td></tr> <tr> <td>Balance as at 30 June 2022</td><td><b>\$19,780.96</b></td></tr> </table> <p><b><u>National Australia Bank – Term Deposit 42-388-8697</u></b></p> <table border="1"> <tr> <td>Lodged 27 December 2021 for 12 months @ 0.45%</td><td><b>\$10,536.57</b></td></tr> <tr> <td>Maturity Date – 27 December 2022</td><td></td></tr> </table> <p><b><u>Warwick Credit Union – Fixed Term Deposit 100005924</u></b></p> <table border="1"> <tr> <td>Opening Balance as at 31 May 2022</td><td><b>\$ 11,423.85</b></td></tr> <tr> <td>Interest Paid 0.4%</td><td><b>\$ 11.39</b></td></tr> <tr> <td>Reinvested 22 July 2022 @ 0.85%</td><td><b>\$ 11,435.24</b></td></tr> <tr> <td>Maturity Date – 22 October 2022</td><td></td></tr> </table> | Opening Balance as at 12 April 2022 | <b>\$16,280.50</b> | Interest | <b>\$0.46</b> | Membership - Goondiwindi | <b>\$500.00</b> | Membership – Gwydir | <b>\$500.00</b> | Membership – Bulloo | <b>\$500.00</b> | Membership – Balonne | <b>\$500.00</b> | Membership - Walgett | <b>\$500.00</b> | Membership – Southern Downs | <b>\$500.00</b> | Membership - Tenterfield | <b>\$500.00</b> | Balance as at 30 June 2022 | <b>\$19,780.96</b> | Lodged 27 December 2021 for 12 months @ 0.45% | <b>\$10,536.57</b> | Maturity Date – 27 December 2022 |  | Opening Balance as at 31 May 2022 | <b>\$ 11,423.85</b> | Interest Paid 0.4% | <b>\$ 11.39</b> | Reinvested 22 July 2022 @ 0.85% | <b>\$ 11,435.24</b> | Maturity Date – 22 October 2022 |  |
| Opening Balance as at 12 April 2022           | <b>\$16,280.50</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Interest                                      | <b>\$0.46</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Membership - Goondiwindi                      | <b>\$500.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Membership – Gwydir                           | <b>\$500.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Membership – Bulloo                           | <b>\$500.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Membership – Balonne                          | <b>\$500.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Membership - Walgett                          | <b>\$500.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Membership – Southern Downs                   | <b>\$500.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Membership - Tenterfield                      | <b>\$500.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Balance as at 30 June 2022                    | <b>\$19,780.96</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Lodged 27 December 2021 for 12 months @ 0.45% | <b>\$10,536.57</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Maturity Date – 27 December 2022              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Opening Balance as at 31 May 2022             | <b>\$ 11,423.85</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Interest Paid 0.4%                            | <b>\$ 11.39</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Reinvested 22 July 2022 @ 0.85%               | <b>\$ 11,435.24</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |
| Maturity Date – 22 October 2022               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                     |                    |          |               |                          |                 |                     |                 |                     |                 |                      |                 |                      |                 |                             |                 |                          |                 |                            |                    |                                               |                    |                                  |  |                                   |                     |                    |                 |                                 |                     |                                 |  |

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|     | <p><b>Moved: Paroo</b>                      <b>Seconded: Goondiwindi</b></p> <p>That the Financial Report be accepted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 6.2 | <p><b>Matters arising from Financial Report</b></p> <p>It was noted that reminder invoices have been forwarded to Paroo and Moree Plains Councils for their membership.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 7.  | <p><b>Updates</b></p> <p><b>James McTavish, NSW Cross Border Commissioner (CBC)</b></p> <ul style="list-style-type: none"> <li>As previously mentioned, the NSW government has committed \$13.4m to the Cross Border Commission for 2022/23 and as such, the employees are growing from 5 to 18 and the Commission is expanding significantly. With this, very importantly, the Commission are willing to support not only NSW Councils but also neighboring border councils in adjoining states.</li> <li>There are 3 Memorandums of Understanding in play with defined cross border regions.</li> <li>The first round of the infrastructure fund is complete and there is another round to be announced in September 2022 for \$10M to support substantial investment in border regions.</li> <li>Commissioner areas of interest continue to centre around health, policing and disaster &amp; emergency management. There has been great recent work done with Goondiwindi Regional Council to tackle the recent crime wave.</li> <li>There has been an extensive round of community surveys completed to assess the Covid response in the border regions and there are 5 major recommendations that have come out of this which are detailed in the document attached. Significantly, there is substantial support to improve the response going forward and already the response to the threat of a Foot &amp; Mouth Outbreak has been much better.</li> <li>BROC will continue to be prioritised as a major partner in communication for the Commission.</li> </ul> |
|     | <p><b>ARTC – Angela Doering &amp; Jo Tait</b></p> <ul style="list-style-type: none"> <li>The Inland Rail project from Narrabri to North star is nearing its final stages of completion with demobilisation expected for November 2022</li> <li>ARTA are running a number of capability workshops for the community and are producing a fact sheet to explain who to refer to in the case of incident. It is a targeted community education plan.</li> <li>There is a huge amount of activity with the Moree SAP project and extensive training and upskilling is in motion.</li> <li>Planning for this season's harvest and getting freight on rail is the current priority. The speed and logistics movements for the new network is being negotiated and there is opportunity to investigate flexibility within the new system and individuals/private industry are invited to engage with ARTC for inter-modal terminals and /or sidings for connectivity.</li> <li>There is still development opportunity for strategic roads that feed into the Inland Rail and watch this space for further funding for these investments.</li> <li>For the rail section north of North Star, the EIS has been submitted but is not finalized and is currently with the Qld govt. The Inland Rail Toowoomba Office is best placed to update and</li> </ul>                                                                                                                                                                                                                          |

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|           | comment on this section.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|           | <p><b>Bill Lansbury – Qld Department of Transport and Main Roads</b></p> <ul style="list-style-type: none"> <li>The Department of Transport and Main Roads in Qld is overwhelmed with \$62m worth of flood damage.</li> <li>There have been 40 declared events since November 2021 which the Department are working through to rehabilitate and reconstruct main roads throughout Southern Qld.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|           | <p><b>Katie Williams – QLD Department of Premier &amp; Cabinet</b></p> <ul style="list-style-type: none"> <li>BROC has undertaken considerable advocacy to instate a Qld Cross Border Commissioner and while the Department has stated that this is not something that will be implemented in the near future, it is working with a new model for regional coordination that they hope to be more effective. It will always be about raising the profile of rural and regional communities and the Department still promotes the importance of the relevant agencies and acknowledged them as an important point for issues raised by BROC.</li> <li>Katie informed us that she is leaving her role at the end of August which gave BROC the opportunity to thank her for her efforts with the group over many years and to wish her well in her future endeavours.</li> </ul>                                                                                                                                                                                                                                                                                 |
|           | <p><b>Jenny Rix – Director Darling Downs SW RDA</b></p> <ul style="list-style-type: none"> <li>Sustainability with water is the critical issue and the Cross Border Water Forum initiated by BROC is really important for the future management of water in the border regions.</li> <li>The Qld Regional Water project is in its final stages and of the 121 recommendations, cross border collaboration was in the top 3 recommendations.</li> <li>The NSW Regional Water Strategy Plans are also in motion and are further progressed with their consultation period already closed. As such collaboration between NSW &amp; Qld is out of sync but it will be prioritised in early 2023. In the meantime the Cross Border Commissioner confirmed for the group that it sits on the NSW Regional Water Strategy Board and represents on water infrastructure and flood mitigation. If BROC has items of advocacy he invited the collaboration.</li> </ul>                                                                                                                                                                                                   |
| <b>8.</b> | <b>Guest Speaker</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|           | <p>Donna Hobbs – Bulloo Shire Council, Rural Services Department</p> <ul style="list-style-type: none"> <li>Rural services at the Bulloo Shire Council support a wide cross section of activities; from rural counsellor services, biosecurity services, specialist services (ie fish scientist and field days), agforce support, LLS services and other expertise opportunities that are appropriate to their rural landholders. They accept that they are the major service provider for the community and as such aim to provide that which is needed.</li> </ul> <p>Tammy – Bulloo Shire Council, Tourism &amp; Economic Services</p> <ul style="list-style-type: none"> <li>With 8 staff and a quickly expanding tourism operation in Thargomindah, this area of the Council is busy. They run 2 festivals per year, the Shearers Shindig attracting the traditional Thargomindah community who have been a part of this primary industry for generations and the Channel Country Music Muster which attracts a slightly more diverse audience from near and far. 207 caravans attended last year's event and they also managed to get shopper</li> </ul> |



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|            | <p>dockets to be a part of the design of the day and as such \$80k was put back into the local community from the Music Muster.</p> <ul style="list-style-type: none"> <li>Thargomindah is increasingly popular for travelling tourists and the last few years of Covid have been fantastic for the town and its tourist activity. They work constantly to maintain this popularity.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>9.</b>  | <b>Items Listed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>9.1</b> | <p><b>Disaster Management</b></p> <p><b>A/Senior Sergeant Chris Mitchell</b></p> <ul style="list-style-type: none"> <li>Following the last meeting where Sgt Mitchell suggested the Disaster Management Forum, the date has now been reset for 23 &amp; 24 November at Goondiwindi Regional Council and all BROCC members are invited to attend. The first day will be speakers identifying local pinch points for disaster management and Day 2 will be for practitioners, brainstorming exercises to identify gaps in the system and sharing resources.</li> <li>The subject of financial support for the day was raised and BROCC agreed and moved to do this in the order of \$5K because the forum directly meets the BROCC's criteria and is relevant for all member councils.</li> <li>Cross border crime issues are significant and there is a new assistant commissioner for Police for Cross Border Crime at Boggabilla and Toomelah. The Goondiwindi Police Station has been upgraded with additional staff and the Boggabilla Station is well supported. Preventative policing is working with crime trends going down in the Cross Border region. The new cross border policing justice model is succeeding to a degree.</li> </ul> |
|            | <p><b>Moved: Gwydir                      Seconded: Balonne</b></p> <p>That BROCC contribute \$5K towards the Cross Border Disaster Management Conference being held in Goondiwindi in November 2022.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>9.2</b> | <p><b>List of Priorities from Individual Councils</b></p> <p><b>AREAS of PRIORITY – Member Councils</b></p> <p>Member council have been asked to contribute their 5 most important areas of interest so that subjects of commonality can be established for the future direction of BROCC. Bulloo and Inverell stated their priorities already and the Western Qld Alliance of Council supplied their Projects, Policies and Program Priorities document for discussion.</p> <p><b>Gwydir</b></p> <ul style="list-style-type: none"> <li>Health care &amp; GPS</li> <li>Transport infrastructure funding &amp; resourcing</li> <li>Disaster recovery – flooding events and betterment</li> <li>Housing</li> <li>Childcare</li> <li>Attracting population &amp; industry</li> </ul> <p><b>Moree Plains</b></p> <ul style="list-style-type: none"> <li>Infrastructure &amp; roads</li> <li>Workforce resources.</li> <li>Housing</li> <li>Health services</li> </ul>                                                                                                                                                                                                                                                                               |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <ul style="list-style-type: none"> <li>• State Memorandum of Understanding</li> <li>• Childcare</li> </ul> <p><b>Balonne</b></p> <ul style="list-style-type: none"> <li>• Health</li> <li>• Education &amp; Childcare</li> <li>• Transport and Infrastructure</li> <li>• Disaster Management</li> </ul> <p><b>Paroo</b></p> <ul style="list-style-type: none"> <li>• Housing</li> <li>• Digital Communications</li> <li>• Federal Grants, FAGs</li> <li>• Roads</li> </ul> <p><b>Tenterfield</b></p> <ul style="list-style-type: none"> <li>• Handing back the Bruxner Way to NSW State</li> <li>• Disaster Management Systems</li> <li>• Healthcare</li> </ul> <p><b>Goondiwindi Regional</b></p> <ul style="list-style-type: none"> <li>• Cross Border Crime</li> <li>• Disaster Management</li> </ul> <p><b>Southern Downs</b></p> <ul style="list-style-type: none"> <li>• All as above</li> </ul> <p><b>Summary &amp; Areas of Commonality</b></p> <p>All these items were discussed and the following areas of interest and priority were AGREED on as relevant to all Councils. As such it was moved that these priorities were to be listed as a part of #Item 4 in Part 1 of the Constitution. This will be tabled at the meeting in November for discussion and if agreed, will formulate the basis of strategic direction for the group into the future.</p> <ul style="list-style-type: none"> <li>• Attracting Population and industry</li> <li>• Transport networks</li> <li>• Disaster Recovery, Management &amp; Betterment</li> <li>• Health Services</li> <li>• Housing</li> <li>• Education &amp; Childcare</li> </ul> |
| 9.3 | <p><b>BROC Constitution / Terms of Reference</b></p> <p><b>Moved:</b>            <b>Goondiwindi Regional</b>            <b>Seconded:</b>    <b>Balonne</b></p> <p>That notice of the following change to the Constitution be tabled for consideration at the November 2022 BROC meeting:</p> <p>‘Objectives</p> <p>2.     The objectives of the Organisation are to:</p> <p>        i.     Provide a forum for member councils to consider and discuss matters affecting the</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <p>region</p> <ul style="list-style-type: none"> <li>ii. Advocate for the best outcomes for the region at a state and federal government level</li> <li>iii. Ensure the sustainability, and where possible, the growth of the region through contributing to the effectiveness of all member councils</li> <li>iv. Undertake projects that have a material benefit to some or all member councils of the Organisation to promote regional cooperation and the efficiencies of individual councils. Areas of regional strategic importance include: <ul style="list-style-type: none"> <li>o Attracting Population and industry</li> <li>o Transport networks</li> <li>o Disaster Recovery, Management &amp; Betterment</li> <li>o Health Services</li> <li>o Housing</li> <li>o Education &amp; Childcare</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                         |
| <b>9.4</b> | <p><b>Carbon Farming (socio economic impacts)</b></p> <p><b>Paroo Carbon Credit – Mayor Suzette Beresford</b></p> <ul style="list-style-type: none"> <li>• Carbon Credit take up has had an overwhelming impact on the Paroo Shire with 33% of Qld carbon credits taken up with land holdings in Paroo. As such the population decline since 2012 has been significant as landholders have taken the opportunity to retire and exit the industry with financial remuneration. Huge tracts of mulga lands have been locked away for credits which has led to a lack of landuse management and significant problems for both flora &amp; fauna. In conjunction, the mulga land valuation have increased having a huge impact on rates and other ensuing roll on effects. With carbon credit agreements ranging from 20-30 years, the Shire has witnessed generational change never seen before and the Council has worked exceptionally hard since then to arrest the decline in population.</li> </ul> <p><b>Copy of Carbon Farming presentation made to SWQ CEO's titled 'Darling Downs Land Restoration Fund' kindly provided by Balonne Shire Council and will be circulated with the minutes.</b></p> |
| <b>9.5</b> | <p><b>Queensland Funding for Preschools and / or Kindergartens</b></p> <p>Goondiwindi Regional Council to investigate matter further. Matter to be held over to next meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>9.6</b> | <p><b>Flood Gauges, Access to state Asset Flood Cameras, Standardising Gauges and Reporting</b></p> <p>Goondiwindi Regional Council to investigate matter further. Matter to be held over to next meeting.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>9.7</b> | <p><b>Exclusion Fencing</b></p> <p>Noted that update on this matter has been provided previously.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>10.</b> | <b>Action Log</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|            | Item to be held over to next meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>11.</b> | <b>Next Meeting</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

|            |                                                                                    |
|------------|------------------------------------------------------------------------------------|
|            | 24 November, 2022 at Goondiwindi (Goondiwindi Regional Council) commencing at 2pm. |
| <b>12.</b> | <b>General Business</b>                                                            |
|            | Nil.                                                                               |
| <b>13.</b> | <b>Meeting Closed</b>                                                              |
|            | There being no further business, the meeting was declared closed at 12.10pm.       |



**6.3 LOCAL AREA TRAFFIC COMMITTEE MINUTES OF MEETING  
HELD 5 OCTOBER 2022 – DRAFT**



**MINUTES  
LOCAL AREA TRAFFIC COMMITTEE  
MEETING**

**5<sup>th</sup> October 2022**

**10AM**

**Delegation to Councils – Regulation of Traffic**

A Council can regulate traffic for the specific reasons set out in Division 1 of Part 8 of the Roads Act, 1993 such as carrying out work on a road, etc. whereas the RMS can regulate traffic for any purpose.

If a Council wishes to regulate traffic for purposes other than those specified in Division 1 of Part 8 of the Roads Act, 1993, it must seek the advice of its Local Traffic Committee and act in accordance with the RMS's "Delegation to Councils – Regulation of Traffic".

Section 50 of the Transport Administration Act 1988 confers the power to the RMS to delegate the following Traffic Regulation responsibilities to Council;

- (1) **Section 50 to Section 55 (inclusive)** of the Road Transport (Safety and Traffic Management) Act 1999. Install, display and remove prescribed traffic control devices
- (2) **Section 122** of the Road Transport (Safety and Traffic Management) Regulation 1999. Establish and operate a special event parking scheme for any road
- (3) **Section 116 to 119 (inclusive)** of the Roads Act 1993 Part 8 Division 2. The erection (or removal) of any notice or barrier, the carrying out of any work or the taking of any other action for the purpose of regulating traffic (restrict or prohibit the passage along a road of persons, vehicles or animals) on a public road for purposes other than those referred to in Division 1 (i.e. Sections 114 and 115)

**115 Roads authority may regulate traffic in connection with road work etc.**

- (1) A roads authority may regulate traffic on a public road by means of barriers or by means of notices conspicuously displayed on or adjacent to the public road.
- (2) The power conferred by this section may be exercised by the RMS for any purpose but may not be exercised by any other roads authority otherwise than:
  - (a) For the purpose of enabling the roads authority to exercise its functions under This Act with respect to the carrying out of road work or other work on a public road, or
  - (b) For the purpose of protecting a public road from serious damage by vehicles or animals as a result of wet weather, or
  - (c) For the purpose of protecting earth roads from damage caused by heavy vehicles Or by animals, or
  - (d) For the purpose of protecting members of the public from any hazards on the public road, or
  - (e) For the purpose of protecting vehicles and other property on the public road From damage, or
  - (f) For the purpose of enabling a public road to be used for an activity in respect of which a permit is in force under Division 4 of Part 9, or
  - (g) For a purpose for which the roads authority is authorised or required, by or under this or any other Act or law, to regulate traffic.

The Council may sub-delegate their powers to Councillors, the General Manager or an employee of the Council for items 1 and 2 above.

The Council may not sub-delegate item 3.

For further information please refer to the following document

**"A Guide to the Delegation to Councils for the Regulation of Traffic (including the operation of Traffic committees)" RMS – 2007**

**Advice to Councils – Regulation of Traffic**

**Local Traffic Committee Advice to Council on a proposal referred to it by Council must be recorded as one of the following**

- 1. Unanimous support;**
- 2. Majority support;**
- 3. Split vote;**
- 4. Minority support; or**
- 5. Unanimous decline.**

DRAFT

## MINUTES

### Attendees

|                  |                                                          |
|------------------|----------------------------------------------------------|
| Michael Urquhart | (General Manager)                                        |
| Tim McLoughlin   | (Roads Manager)                                          |
| David Vant       | (Road Safety & Traffic, Western Region, RMS NSW)         |
| Kayla Cohen      | (Community & Place West Regional and Outer Metropolitan) |
| Kevin Day        | (Central North Police District)                          |
| Jane Keir        | (Mayor – Walgett Shire Council) via Teams                |
| Greg Rummery     | (Deputy Mayor – Walgett Shire Council)                   |
| David Sullivan   | (Members Elect) via phone                                |
| Sharon Girling   | (Information Services Coordinator)                       |

### APOLOGIES

| Apologies – 5 <sup>th</sup> October 2022                        |                                                                       |
|-----------------------------------------------------------------|-----------------------------------------------------------------------|
| <b>Resolved:</b>                                                |                                                                       |
| Apologies accepted from;                                        |                                                                       |
| Michael Cooke                                                   | (Councillor - Walgett Shire Council)                                  |
| Bob Stephen                                                     | (Director Engineering/Technical Services - Walgett Shire Council)     |
| Erica Dowell                                                    | (Administration Service Coordinator – Engineering/Technical Services) |
| <b>ABSENT:</b> Colin Hundy (Councillor - Walgett Shire Council) |                                                                       |
| <b>Moved:</b> David Vant                                        |                                                                       |
| <b>Seconded:</b> Michael Urquhart                               |                                                                       |

### DECLARATION OF PECUNIARY/NON PECUNIARY INTERESTS

NIL

### CONFIRMATION OF MINUTES

| Minutes of Local Area Traffic Committee Meeting – 1 <sup>st</sup> June 2022                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Resolved:</b>                                                                                                                                                               |
| That the minutes of the Local Area Traffic Committee meeting held 1 <sup>st</sup> June 2022, have been circulated, be confirmed as a true and accurate record of that meeting. |
| <b>Moved:</b> David Vant                                                                                                                                                       |
| <b>Seconded:</b> Michael Urquhart                                                                                                                                              |

### MATTERS ARISING FROM PREVIOUS MEETING

- **Merrywinebone Road** – Ongoing issue with the flood damage on this road. Council has put in for funding on this road.
- **Fox Street Monument** – The original man is being put back together so that a mould can be made to ensure it is exactly the same. To be in Walgett and erected by ANZAC Day 2023.

### AGENDA ITEMS

- **Heavy Vehicle bypass Peel Street** – Money to be allocated in budget for feasibility study to be undertaken. Tim to contact Moree and Gunnedah Council's for information on the progress they took. Consultant needed to be appointed to undertake feasibility study. The By-Pass is a priority for Walgett.

- **Status of the 40kms zones** – Extension to the original foot print for Walgett being looked into – new footprint needed. Footprint needed for Lightning Ridge & Collarenebri. Tim to liaise with Bob on regarding this so that it can go to the October meeting.
- **Permanent Stock Zones** – Further investigation has been undertaken – legal advice has been sourced. No documentation is available. Michael Urquhart to do report to council regarding this.

#### GENERAL BUSINESS

- **Kayla Cohen** - Introduced herself and gave an overview of her role.
- **Fred Reece Way intersection redesign** – Still outstanding – Tim to follow up.
- **Lorne Road** – this is being sealed by Council.
- **Toilet on Brewarrina Road** – David Vant to look into a toilet block for the Brewarrina Road (Kamilaroi Highway).
- **Miners Road** – the road has been processed through Crown Lands for gazetting. The GIS officer has been out to do mapping of the road.
- **Grawin Bridge** – work is to take place in 2024.

#### ACTION LIST

|         |                       |                                                                                              |                  |          |
|---------|-----------------------|----------------------------------------------------------------------------------------------|------------------|----------|
| 5/10-01 | Peel Street Bypass    | Moree and Gunnedah Councils to source to be approached on how they went about their bypasses | Tim McLoughlin   | 7/11/22  |
| 5/10-02 | Peel Street Bypass    | Consultants needed for feasibility study                                                     | Tim McLoughlin   | 7/11/22  |
| 5/10-03 | 40kms Zone            | Extension and new footprint needed for Walgett                                               | Tim McLoughlin   | 17/10/22 |
| 5/10-04 | 40kms Zone            | Footprint for Lightning Ridge & Collarenebri                                                 | Tim McLoughlin   | 17/10/22 |
| 5/10-05 | 40kms Zone            | Report needed for Council meeting                                                            | Bob Stephen      | 19/10/22 |
| 5/10-06 | Fred Reece Way        | Design to be looked into to see where it is up to                                            | Tim McLoughlin   | 7/11/22  |
| 5/10-07 | Toilet Block          | Possibility of toilet block on Brewarrina Road (Kamilaroi Highway).                          | David Vant       | 7/12/22  |
| 5/10-08 | Permanent Stock Zones | Report needed for Council                                                                    | Michael Urquhart | 19/10/22 |

**CONFIRMATION OF NEXT MEETING** - Thursday 7<sup>th</sup> December 10:00am

**CLOSE OF MEETING** – 11:20am

## 7. MAYORAL MONTHLY REPORT

**REPORTING SECTION:** Office of Mayor  
**AUTHOR:** Jane Keir OAM  
**FILE NUMBER:** 22/10/0155

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### **Summary:**

This report provides Council with information regarding the activities of the Mayor for the past month.

### **Background:**

Not much to report this month but it has been eventful to date with floods across most of the eastern side of the Shire. I have been isolated with the Comby community since 1<sup>st</sup> week in October 2022.

It would be nice to see some blue sky & warm drying weather for a change as vast areas of crops in the Shire are water logged and now damaged.

There were many cancelled events across the Shire including Collarenebri Races, Walgett Art Expo, Group CWA Conference at Wee Waa, Western Alliance of Councils Meeting at Bourke, Lets Dance Festival at Carinda and the Walgett District Garden Club Garden Walk & Luncheon.

5.10.22 I attended the Traffic Committee meeting via video link at Council with Council's General Manager and Councillor Greg Rummery. Also in attendance were representatives from Roads & Traffic NSW & NSW Police. Some of the Items discussed included the ongoing damage/deterioration of the Merrywinebone Road, the progress of the replacement of the 'Man on the Monument', in Fox Street Walgett and the heavy vehicle Bypass for Walgett township.

17.10.22 Attended Joint Organisation meeting via video link with Council's General Manager and Mayors & GM's of Cobar and Bourke.

| Monthly Mayoral Report                                                                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the Mayoral report for October 2022 be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

## **8. CORRESPONDENCE AND PETITIONS**



## **9. REPORTS FROM OFFICERS**

### **9.1 GENERAL MANAGER**

#### **9.1.1 COUNCIL'S DECISION ACTION REPORT – SEPTEMBER 2022**

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:** 12/14-03

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**Summary:**

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

**Background:**

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

**Current Position:**

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

In these circumstances the register become3s the simple tool of keeping track of matters awaiting attention.

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

**Relevant Reference Documents/Policies:**

Resolution Register.

**Governance Issues:**

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

**Environmental Issues:**

Nil.

**Stakeholders:**

Council and Manex Team.

**Alternative Solutions/Options:**

Nil.

**Conclusion:**

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



|                                                          |
|----------------------------------------------------------|
| <b>Council's Decision Action Report – September 2022</b> |
|----------------------------------------------------------|

**Recommendation:**

That the Resolution Register for September 2022 be received and noted.

**Moved:**

**Seconded:**

**Attachment:**

Action Resolution Register.

WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

|          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                      |
|----------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
| 14.02.17 | 1/2017/15 | <p>Loan to Lightning Ridge Opal &amp; Fossil Centre Inc.</p> <p>(a) That the Chief Financial Officers report be received.</p> <p>(b) That the Council provide a zero interest loan of \$48,000 to the Lightning Ridge Opal and Fossil Centre Inc. for the purpose of completing a procurement plan, project management plan, risk management plan and asset management plan.</p> <p>(c) The loan be repaid over five (5) years as follows; 9/01/18 - \$10,000, 9/1/2019 - \$10,000, 9/1/20 - \$10000, 9/1/21 - \$10,000, 9/1/22 - \$8,000.</p> <p>(d) That Walgett Shire Council and the Lightning Ridge Opal and Fossil Centre Inc. enter into a formal loan agreement and the General Manager be authorised to execute the loan agreement and the Council Seal be affixed to the loan document.</p> <p>(e) That a Council officer nominated by the General Manager (Chief Financial Officer) becomes a Board Member of the Lightning Ridge Opal and Fossil Centre to oversee Council's financial interests.</p> | GM   | 30/05/22 Items (a) to (d) have been completed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | GM to report to Council              |
| 23.5.17  | 4/2017/34 | <p>Lightning Ridge Bore Baths</p> <ol style="list-style-type: none"> <li>1. Council receive the CFO report</li> <li>2. Council make provision of \$100,000 in the 2017/18 budget for renewal of the Lightning Ridge Bore Bath between Nov 17 and April 18</li> <li>3. Recommendations of the structural assessment be implemented</li> <li>4. The General Manager arrange for a design and cost of the bore bath renewal and submit this to Council for consideration</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | CFO  | <p>27.6.17 Quotation for design &amp; construction to be called in coming months. Work to be carried out during November 17 to March 18</p> <p>18.9.17 CFO in discussions with firm for engineers design</p> <p>18.10.17 CFO Issued purchase order for design of new tank</p> <p>22.11.17 Draft plan Received -RFQ to be issued</p> <p>13.12.17 Waiting on new specifications &amp; plan</p> <p>18.4.18 Project postponed until November 2018.</p> <p>18.4.18 RFQ to be issued and contractor engaged prior to October 2018</p> <p>17.4.19 RFT Underway for October March 19/20</p> <p>12.12.19 RFQ document under external review</p> <p>18.03.21 Options being investigated</p> <p>15.11.2021 GM to call tender for new pool when additional grant funds become available</p> | In progress                          |
| 26.09.17 | 9/2017/25 | <p>That Council resolve to acquire Mr.and Mrs Raymond Pike's land within which the current Council-maintained section of O'Neils Road runs, then surrender the Council-Controlled section of corridor to Mr And Mrs Raymond Pike.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | DETS | <p>8.9.17 DETS hold talks with Mr Raymond Pike and his wife. They verbally agreed to the swap.</p> <p>5.11.17 Quotes received for cadastral survey</p> <p>30.03.18 Cadastral survey completed</p> <p>16.06.19 Work in Progress</p> <p>22.10.2019 Work in progress</p> <p>14.02.2020 Work in progress</p> <p>17.03.2020 Work in progress</p> <p>20.05.2020 work in progress</p> <p>9/6/2020 work in progress</p> <p>22/7/2020 work in progress</p> <p>16/9/2020 collected all the information required and the process in completion stage.</p> <p>21/10/2020 Council's crown land manager is working on it.</p> <p>16/11/2020 “ “</p> <p>14/02/2022 GM to follow up as current status</p> <p>14.09.2022 Waiting on transfer of ownership</p>                                    | In progress                          |
| 26.09.17 | 9/2017/26 | <ol style="list-style-type: none"> <li>1. That Council resolves to authorise acquisition by compulsory process, of the Walgett Levee corridor through Lot 7024 DP1021106, Lot 7012 DP1021112, Lot 7301 DP1155276, Lot 7013 DP1030416, Lot 7300 DP1155957, Lot 702 DP1051575, Lot 7001 DP1051908, Lot 3 DP1123824, Lot 703 DP1056310, Lot 7031 DP1055946 and Lot 7009 DP1055947.</li> <li>2. That Council resolves to make an application to the Minister to approve the compulsory acquisition process.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | DETS | <p>5.11.17 Quote received for cadastral survey</p> <p>10.1.18 Quote accepted</p> <p>16.08.18 Survey ongoing</p> <p>16.06.19 Work in progress</p> <p>9.09.2019 work in progress</p> <p>22.10.019 Work in progress</p> <p>14.02.2020 Work in progress</p> <p>17.03.2020 Received survey plan</p> <p>20.04.2020 Registration is in progress</p> <p>20.05.2020 work in progress</p> <p>9/6/2020 work in progress</p> <p>22/7/2020 work in progress</p>                                                                                                                                                                                                                                                                                                                              | Waiting on approval from crown lands |

## WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

|          |           |                                                                                                                                                                                                                                                                                                                                       |      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |             |
|----------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
|          |           |                                                                                                                                                                                                                                                                                                                                       |      | 16/9/2020 work in hold at this stage as the related staff has other important other commitments<br>18.03.21 Crown Lands to authorise licence                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |             |
| 8.02.18  | 1/2018/2  | That Council:<br><br>6. Investigate the re-establishment of precinct committees.<br>7. Lobby the State Government to open Opal Prospecting Area (OPA) 4.                                                                                                                                                                              | GM   | 19.03.18 ongoing<br>17.06.2019 Crown Lands Commissioner visited LR in early June 2019 to complete report on various matters including road network management and future land zoning.<br>23.10.19 – 5.community satisfaction survey agreed with Council within next 12months ie.by Oct 2020<br>6.Work in progress – Collarenebri established under Economic Development<br>7. No progress to date<br>15/4/20 ratepayer survey to be undertaken July 2020<br>16.09.20 Survey complete. Report to Oct 2020 meeting<br>15.11.2021 The General Manager is participating in Minerals Environment and Geoscience community consultation process for opening up of OPA4.<br>15.11.2021 The General Manager in the forthcoming year to investigate precinct committees.<br>15.03.2022 Precinct committee to be established for Walgett & Burren Junction, at request of community. GM attended Walgett meeting.<br>20.06.2022 Committee for Walgett in progress<br>27.07.2022 Burren Junction Progress Committee and Walgett Community Development Committee have been formalised by Council on 26/07/22 (Minute reference 8/2022/6). Advertising for members to commence early August 2022. | COMPLETE    |
| 03.04.19 | 2/2019/23 | That Council determines to make minor amendments to the Draft Walgett Shire Rural Residential Strategy that reflect "Lightning Ridge Candidate Area B" is the most appropriate site based on community consultation and the limited number of potential lots (4 stated in the strategy) for "Lightning Ridge Candidate Area C".       | DES  | Council has received funding from Department of Planning Industry and Environment to undertake completion of the planning proposal. Consultants Cityplan have commenced work on the project.<br>Cityplan's name has changed to "Gyde"<br><br><ul style="list-style-type: none"> <li>Gyde has received a draft servicing report from SMEC and are working through it with them;</li> <li>The bridging report is under preparation with the intention of it being finalised shortly after the engineering issues are closed out; and</li> <li>The bridging report will be provided to Council's DES for review. Gyde will then amend the report as required.</li> </ul> 09/02/2022 – TEAMS meeting with Gyde Planning and DPIE representatives on Friday<br>4/02/2022 to discuss recommendations of Bridging Report.<br>15/02/2022 – Further technical analysis required by Gyde Planning.<br>14.09.2022 Waiting on response from consultant<br>10.10.2022 Director seeking to obtain support from DPE (formally DPIE).                                                                                                                                                                | In progress |
| 17.12.19 | 12/2019/4 | Council investigate the options of highlighting Mr Frederick York Wolseley's contribution towards the shearing industry in the form of a monument and associated historical information                                                                                                                                               | GM   | GM investigating tourist possibilities<br>Rural Aid project<br>11.07.2022 Signage wording underway                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | In Progress |
| 28.04.20 | 3/2020/15 | That Council endorse Council Officers to advertise and write to owners of businesses that they believe require this Annual Fire Safety certificate, on the basis of the report to complete a tender for Council, but offsetting travel and accommodation costs for active community Business Owners whom wish to part of the process. | DES  | Delayed pending appointment of new DES.<br>15.11.2021 To be followed up by DES in early 2022.<br>15.02.2022 – Consultation with business owners to commence in March '22.<br>19.04.2022 Acting Director Environmental Services to investigate<br>14.09.2022 Health & Building Surveyor to commence notifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Ongoing     |
| 25/08/20 | 9/2020/19 | That Council note and accept the proposal to implement the 40 km/h speed zone in Walgett CBD in following sections of the roads:<br>i. Fox street between Euroka Street and Warrena Street<br>ii. Wee Waa Street between Peel Street and Pit Street                                                                                   | DETS | 16.9.2020 discussed in Traffic Committee meeting held on 10 <sup>th</sup> September 2020 and advised to send council resolution to all traffic committee members.<br>21.10.2020 Engineering department in process for community consultation<br>16.11.2020 Community consultation is progress<br>18.03.21 Funding being sought for signage<br>20.06.2022 Submitting grant application July 2022 – Collarenebri, Lightning Ridge & Walgett<br>14.09.2022 Grant application submitted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | In progress |

## WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                               |
|----------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |            | 10.10.2022 Due to Local Traffic Committee recommendations to extend the proposed section – a new Community Consultation will need to take place.                                                                                                                                                                                                                                                                                                        |                                                               |
| 25/08/20 | 9/2020/23  | 1. Prepare a Planning Proposal to amend the Walgett Local Environmental Plan 2013 by relocating "intensive plant agriculture" from Permitted with consent to Permitted without consent in the RU1 Primary Production zone.<br>2. Forward the planning proposal to NSW planning, industry & environment with a request for a gateway determination;<br>3. Request delegation from the Minister to "make" the amendment to the Walgett Local Environmental Plan 2013;<br>4. Give delegation to the General Manager to make any minor alterations as requested by NSW Planning, Industry & Environment; and<br>5. Undertake the state agency and public consultation as per the requirements of the Gateway Determination and Schedule 1, Clause 4 of the Environmental Planning & Assessment Act 1979, | DES        | Work on this project is suspended due to high number of development applications and enquiries.<br>15.02.2022 – No change<br>14.09.2022 DES to apply for grant                                                                                                                                                                                                                                                                                          | Planning consultant to progress actions for planning proposal |
| 15.12.20 | 15/2020/17 | That Walgett Shire Council resolve to:<br>1. Conduct a trial of bin banks in the vicinity of the existing Landfills at Grawin and Sheeppyard.<br>2. Following the appointment of a casual Landfill Attendant site locations and number of bins be rolled out in a phased manner following a community consultation process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | DES        | Negotiations with stakeholders has commenced.<br>19.04.2022 Acting Director Environmental Services to investigate<br>18.05.2022 Acting Director Environmental Services to investigating relevant licenses for land at Glangarry and Grawin<br>27.07.2022 DES has been in contact with land holder at proposed site and awaiting his return to discuss further.<br>14.09.2022 Health and Building Surveyor to progress in October 2022                   | Ongoing                                                       |
| 27.04.21 | 4/2021/15  | Council accepts the tender for the refurbishment of the grandstand at the Collarenebri Race Track from GLETAN GROUP in the sum of \$360,495.11 excluding GST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | CFO        | 22.07.21 Project underway<br>15.11.21 Bar area 95% complete, main steel supports are in place, holes for foundations being prepared<br>20.06.22 Gletan Group submitted a claim for extras which has been referred to the project manager at Barnson's<br>11.07.22 Gletan Group are continuing to drill holes for foundations and are anticipating a completion date of 12 August 2022<br>14.09.2022 Health & Building Surveyor to inspect and sign off. | In progress                                                   |
| 29.06.21 | 6/2021/3   | A. Council authorise the General Manager to further investigate the Walgett Aero Club proposal for an Avgas fuelling station at the Lightning Ridge Airport.<br>B. The General Manager report back to Council on the outcome of investigations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | GM         | 15.11.2021 The General Manager has spoken to Committee members and is waiting on financial information.<br>19.04.2022 GM to report to May 2022 meeting re tender option for provision of fuelling station.<br>20.06.2022 Airport Manager preparing scope of works<br>27.07.2022 Draft Scope of Works has been received and is in editing process                                                                                                        | In progress                                                   |
| 22.02.22 | 3/2022/22  | b) That Council agree to sell both Lot 156 and Lot 157 DP 882747 Duff Street Walgett to Michael Hughes Transport for \$85,000 (GST exclusive).<br>c) A condition of sale being, the blocks are land locked and Council is not obligated to provide access via Duff Street, with connection to water/septic services, power, and Council's half share of fencing, and removal of soiled fill, and relocation of the septic main to allow development be at the expense of Michael Hughes Transport.<br>d) The General Manager and Mayor be authorised to execute the sale of documents and the Council's Seal be affixed accordingly.                                                                                                                                                                 | GM         | 19.04.22 GM wrote to interested parties and has, so far, not received a response.                                                                                                                                                                                                                                                                                                                                                                       | Waiting on response from prospective purchasers               |
| 30.05.22 | 6/2022/17  | Construction Collarenebri Artesian Hot Spring<br>(b) Enter into a contract with Lukas Building and Excavation for the construction of a 15m circular pool, associated amenities, park furniture, BBQ with shelter and seating, concrete paths, concourse and stormwater drainage, as per Quotation No. 264, at a price of \$1,127,400 (ex GST), and the General Manager and Mayor be authorised to execute the contract and other relevant documents on behalf of Council<br>(c) The Council Seal be affixed to the Contract.<br>(d) Allocate \$170,000 for the piping and pumping of water to and from the artesian hot spring pool.<br>(e) Allocate \$205,876 additional funding for the construction of the pool and amenities.                                                                   | GM/<br>CFO | 20.06.2022 Design in progress<br>27.07.2022 GM waiting on design of circular pool and children's pool<br>22.08.2022 Design complete. Engineers design in progress                                                                                                                                                                                                                                                                                       | In progress                                                   |

## WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

|          |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |            |                                                                                                                                                                                                                                                                                                                                                                                                   |                                                 |
|----------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| 28.06.22 | 7/2022/8  | <p>Audit, Risk and Improvement Committee</p> <p>1. Council join with the Far North West Joint Organisation (FNWJO) and all member Councils in establishing a Shared Audit, Risk and Improvement Committee (ARIC) in accordance with section 428B of the Local Government Act 19333</p> <p>2. Council delegate authority to the FNWJO to appoint the chair and 2 independent members to form the ARIC to serve the FNWJO and all 3 member Councils.</p> <p>4. Council adopt the Draft Terms of Reference developed for the operation of the ARIC, noting the initial revised term to cater for the shorter period to be served by the current Council and the fact that there is no current need for the Chair to be pre-qualified at this stage.</p> <p>6. Applications, as detailed in the Expression of Interest document, be called for by the placement of advertisements in the local papers circulating in each of the towns within the FNWJO area, together with the websites of each of the member Councils, to provide local residents the opportunity to apply to become a member of the shared committee, if they are suitably qualified and wish to apply.</p> | GM         | 11.07.2022 Deputy Mayor is Council delegate to ARIC. FNWJO recruiting the chair and independent members.                                                                                                                                                                                                                                                                                          | In progress                                     |
| 26.07.22 | 8/2022/6  | <p>Section 355 Progress and Development Committees – Burren Junction Progress Committee and Walgett Community Development Committee:</p> <p>4. Council advertise, requesting interested community members nominate for membership to the abovementioned 355 committees of Council.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | GM         | <p>27.07.2022 Advertising for committee members to commence August 2022</p> <p>14.09.2022 Advertising complete. Report to September 2022 Ordinary Meeting</p> <p>10.10.2022 Re-advertising of Walgett Community Development Committee commencing as there were not enough EOIs received to form the committee. Report to October 2022 Ordinary Meeting for Burren Junction Progress Committee</p> | In progress                                     |
| 26.07.22 | 8/2022/7  | <p>Multi-Sport Community Facility Fund – Conversion of Jenny Wright Netball Courts to a Multi-Sport Complex:</p> <p>2. The General Manager be authorised to execute the grant funding agreement with the Office of Sport.</p> <p>3. Council approve a contribution of \$500,000 toward the cost of the project and this be included in the September 2022 Quarterly Budget Review</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | GM/<br>CFO | <p>22.08.2022 Waiting on funding deed</p> <p>11.10.2022 Executable Funding Agreement signed</p>                                                                                                                                                                                                                                                                                                   | COMPLETE                                        |
| 26.07.22 | 8/2022/19 | <p>Purchase of Property at Carinda:</p> <p>2. Council approves the purchase of 23 Colin St, Carinda; being described as Lot 2 DP309612 having a purchase price of \$15,000</p> <p>3. The General Manager and Mayor be authorised to execute the necessary documents to finalise the purchase.</p> <p>4. The property be classified as operational</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | GM/<br>DES | 22.08.2022 Council's solicitor has commenced purchase process                                                                                                                                                                                                                                                                                                                                     | In progress                                     |
| 26.07.22 | 8/2022/21 | <p>Lightning Ridge Mega Park – "Everyone Can Play":</p> <p>1. Council approves the purchase of Lot 102 DP11165265 from the Lightning Ridge Aboriginal Land Council, for a purchase price of \$53,900.</p> <p>2. The "Everyone Can Play Park" be located on Lot 10 DP11165265 Harlequin St, Lightning Ridge.</p> <p>3. Council to pay all legal and Native Title costs associated with the transfer of the property.</p> <p>4. The General Manager and Mayor be authorised to execute the necessary documents to finalise the purchase.</p> <p>5. The property be classified as operational</p> <p>6. The Council Seal be affixed to these documents, as required</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | GM         | <p>22.08.2022 Council solicitor has commenced purchase process</p> <p>30.08.2022 Council notified at 30 August 2022 Ordinary Meeting that the purchase of land has fallen through and would not be possible</p> <p>14.09.2022 Meeting to be held on site @ Apex Park on 19.09.2022</p>                                                                                                            | COMPLETE as superseded by Resolution 11/2022/12 |
| 30.08.22 | 10/2022/9 | That application be made for the abovementioned projects in order of the amended ranking 1 to 7 (Table1.0) and be submitted to the Stronger Country Communities Fund – Round 5 program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | GM         | <p>14.09.2022 Grant application to be made 23.09.2022</p> <p>23.09.2022 Application lodged</p>                                                                                                                                                                                                                                                                                                    | COMPLETE                                        |

WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |                                                                                                                                                                               |             |
|----------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 30.08.22 | 10/2022/13 | <p>Annual Financial Statements 2021/2022</p> <ol style="list-style-type: none"> <li>1. The Draft Annual Financial Reports for 2021/2022 be referred to Council's Auditor</li> <li>2. The Mayor, Deputy Mayor, General Manager and Chief Financial Officer be authorised to sign the necessary Financial Statements</li> <li>3. On receipt of the Audit Report, a copy be forwarded to the Office of Local Government and any other relevant statutory body</li> <li>4. Council delegate to the General Manager the authority to set the date at which the Auditor's report and the Financial Statements be presented to the public</li> <li>5. The Finance Statements be reviewed / adopted by Council formally when completed, subject to Section 418 of the Local Government Act 1993 and its requirements</li> </ol> | CFO             | <p>14.09.2022 Audit in progress<br/>14.10.2022 Audit complete. Waiting on AO Report.</p>                                                                                      | In progress |
| 30.08.22 | 10/2022/19 | <p>That Council note and authorise the funding applications for the Fixing Local Roads Program – Round 4, for the top three roads on priority basis from the following projects:</p> <ol style="list-style-type: none"> <li>1. Cryon Road (SR5)</li> <li>2. Mercadool Road (SR16)</li> <li>3. Goangra Road (SR116)</li> <li>4. Wanourie Creek Road (SR38)</li> <li>5. Teranyan Road (SR33)</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                   | DETS            | 14.09.2022 Grant application has been submitted                                                                                                                               | In progress |
| 30.08.22 | 10/2022/24 | <p>Long-Term Strategy for Lots 1 to 75 DP838673</p> <ol style="list-style-type: none"> <li>1. Call for Expressions of Interest for the grazing rights to Lots 1 to 75 DP838673 for an initial two (2) year period</li> <li>2. develop a proposal for the staged development of the subdivision to be full costed to include all services; power, water, effluent, sealed internal roads and high speed NBN</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                   | GM              |                                                                                                                                                                               |             |
| 30.08.22 | 10/2022/26 | <p>Fixing Local Roads Program – Lorne Road Reconstruction and Sealing of 5.79kms</p> <ol style="list-style-type: none"> <li>1. Decline to accept the variation proposal submitted by McMahon Services Australia Pty Ltd</li> <li>2. Enter into a deed of mutual termination with McMahon Services Australia Pty Ltd to bring responsibilities and obligations of both parties, under the contract, to an end</li> <li>3. Immediately commence reconstruction and sealing of 5.79kms of Lorne Road, Lightning Ridge, using Council day labour and local sub-contractors</li> <li>4. Immediately commence formal discussion with TfNSW regarding possible cost overrun of all TfNSW projects due to price escalations in fuel, road construction materials and sub-contractor rates.</li> </ol>                           | DETS            | <p>14.09.2022 Deed of release executed. Subcontractors to commence work in October 2022<br/>10.10.2022 Works scheduled to commence late October 2022 (weather permitting)</p> | In progress |
| 27.09.22 | 11/2022/10 | <p>Local Government Election</p> <ol style="list-style-type: none"> <li>1. ...that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.</li> <li>2. ...that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.</li> <li>3. ...that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.</li> </ol>                                                                                                                                                                                                                                                | GM              | 18.10.2022 Letter written to NSW Electoral Commission advising of resolution. NSW Electoral Commission confirm receipt of advice.                                             | COMPLETE    |
| 27.09.22 | 11/2022/12 | <p>Partial Road Closure – Bill O'Brien Way, Lightning Ridge</p> <ol style="list-style-type: none"> <li>1. The partial closure of Bill O'Brien Way from Lot 79 to the western end of Lot 78 DP820469, being Crown Reserve 230076, as proposed in the above report.</li> <li>2. Council approve construction of 'Anyone Can Play Park' on that part of the partially closed road (Bill O'Brien Way) and Lot 78 DP820469 (being Crown Reserve 230076).</li> <li>3. Council construct a small toilet facility with one (1) unisex ambulant and one (1) accessible toilet, if required by DPIE recommendations.</li> </ol>                                                                                                                                                                                                   | DETS/<br>Ramesh | 10.10.2022 Road closure process has commenced                                                                                                                                 | In progress |
| 27.09.22 | 11/2022/15 | <p>Section 356 – Rebates to Churches and Other Not-For-Profit Organisations 2022/2023</p> <p>That Council writes off \$205,396.17 as per the Abandonments Register as at 30<sup>th</sup> June 2022</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | CFO             | 10.10.2022 Journal has been processed                                                                                                                                         | COMPLETE    |



## WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

|          |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |             |                                                                                                                                                                                 |             |
|----------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| 27.09.22 | 11/2022/19 | Applications for Fixing Country Roads Program – Round 6<br>That Council note and authorise the funding application for the Fixing Country Roads Program – Round 6 for the roads (Merrywinebone Road RR329, Ridge Road RR426 & Goangra Road SR116) that satisfy the funding body's mandatory requirements of Benefit to Cost Ratio (BCR) greater than 1.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | DETS        | 10.10.2022 Grant application to be made 14/10/22                                                                                                                                | COMPLETE    |
| 27.09.22 | 11/2022/23 | Lease of space on Collarenebri Water Tower<br>2. That Council enter into a lease with Field Solutions Group P/L for lease of part Lot 1462 DP862540; being approximately 8m x 4m in size, for a period of five (5) years, with an option of a further 5 x 5 term options.<br>4. The Council Seal be affixed to the Lease Agreement and the Mayor and General Manager be authorised to execute the lease documents.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | GM          | 10.10.2022 Lease documents requested                                                                                                                                            | In progress |
| 27.09.22 | 11/2022/24 | Lease to Graincorp Operations Ltd – Part road reserve adjacent to Kamilaroi Highway, Burren Junction<br>2. That Council enter into a lease with Graincorp Operations Limited for lease of part Road Reserve, described as; the proposed lease area is located with the land area bounded by Lot 7300 DP 1153362 to its west, Lot 53 DP 753925 and part of Lot 7004 DP 1032424 to its north, Lot 54 DP 753926 to its east, the Kamilaroi Highway/Slacksmith Street corridor to its South, and Lot 65 DP 721416 along this lot's north and east boundaries, excluding a 20 metre public road corridor along the northern and eastern boundary for a period of Five (5) years with an option to renew for a further Five (5) years.<br>4. The Council Seal be affixed to the lease agreement and the Mayor and General Manager be authorised to execute the Lease documents.<br>5. Council formally contact adjoining landowners, advising of the lease arrangement of the public road corridor.<br>6. Council place the lease arrangement on Public Display, for a period of 28 days, calling for submissions from the public. | GM/<br>DETS | 04.10.2022 Lease arrangement placed on public exhibition, closing 1 <sup>st</sup> Nov. 2022.<br>20.10.2022 New report to Council requesting further 5x5 year extension options. | In progress |

## **9.1.2 CIRCULARS RECEIVED FROM NSW OFFICE OF LOCAL GOVERNMENT**

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:** 12/14-03

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**Summary:**

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

**Background:**

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

- 22-28 / Annual Report and Annual Performance Statement Checklists
- 22-29 / End of Year Financial Reporting 2021-22

**Governance Issues:**

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

**Stakeholders:**

Councillors and Walgett Shire Council staff.

**Financial Implications:**

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

**Conclusion:**

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

| <b>Circulars Received From the NSW Office of Local Government</b>                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the information contained in the following Department circular 22-28 and 22-29, from the Local Government Division Department of Premier and Cabinet, be received and noted.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Circulars



Office of  
Local Government

## Circular to Councils

|                             |                                                                                             |
|-----------------------------|---------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | Circular No 22-28 / 27 September 2022 / A832250                                             |
| <b>Previous Circular</b>    | 21-16 Annual Report and Annual Performance Statement Checklists                             |
| <b>Who should read this</b> | Councillors / General Managers / All council staff / Joint Organisations/Executive Officers |
| <b>Contact</b>              | Performance Team / (02) 44284100 <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Council and Joint Organisations to Implement                                                |

### Annual Report and Annual Performance Statement Checklists

#### What's new or changing

- The annual report checklist has been updated for councils.
- The annual performance statement checklist has been updated for Joint Organisations (JOs)

#### What this will mean for your council

- Councils can use the annual report checklist and JOs can use the annual performance statement checklist to ensure that the information required under the *Local Government Act 1993* (Act), the *Local Government (General) Regulation 2005* and other relevant legislation and guidelines is included within their annual report and annual performance statement.

#### Key points

- Under the Act, councils must prepare an annual report and JOs an annual performance statement within five months after the end of the financial year.
- Councils and JOs must upload a copy of the annual report to their website and provide a copy to the Minister for Local Government and such other persons and bodies as regulations require. Councils and JOs should notify the Minister by providing a URL link to the Office of Local Government (OLG) ([olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au)).
- Councils should ensure they report performance against targets, outcomes, efficiency and cost effectiveness over time.
- JOs should ensure they report as to their progress in implementing strategies and plans for delivering strategic regional priorities.

#### Where to go for further information

- The annual report and annual performance statement checklists are available on OLG's website at <https://www.olg.nsw.gov.au/councils/policy-and-legislation/guidelines-and-policy-information-resources-for-councils/council-annual-reporting-requirements/>

**Mel Hawyes**  
Deputy Secretary  
Crownslands and Local Government

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Office of  
Local Government

## Circular to Councils

|                             |                                                                                           |
|-----------------------------|-------------------------------------------------------------------------------------------|
| <b>Circular Details</b>     | 22-29 / 12 October 2022 / A836899                                                         |
| <b>Previous Circular</b>    | 21-23                                                                                     |
| <b>Who should read this</b> | Finance Staff / General Managers                                                          |
| <b>Contact</b>              | Performance Team / 4482 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a> |
| <b>Action required</b>      | Information / Council to Implement                                                        |

### End of Year Financial Reporting 2021-22

#### What's new or changing

- End of year financial reporting information for 2021/22.

#### What this will mean for your council

- Councils and Joint Organisations need to review the attached end of year financial reporting information when submitting their 2021/22 Financial Statements and Financial Data Return (FDR).

#### Key points

- Annexure 1 provides information to assist councils in submitting their 2021/22 Financial Statements and FDR.
- Annexure 2 provides information to assist joint organisations (JO) in submitting their 2021/22 Financial Statements and FDR.
- The FDR will be sent under separate cover with an explanatory email and will be available on the OLG Council Portal, in conjunction with this circular.
- The Financial Statements and FDR are to be sent electronically to OLG by 31 October 2022.
- Instructions on how and where to email these are included in the Annexures.

#### Where to go for further information

- The Local Government Code of Accounting Practice and Financial Reporting (Code) for 2021/22 is available on OLG's website at [www.olg.nsw.gov.au/councils/council-finances/financial-reporting/local-government-code-of-accounting-practice-and-financial-reporting/](http://www.olg.nsw.gov.au/councils/council-finances/financial-reporting/local-government-code-of-accounting-practice-and-financial-reporting/)

**Melanie Hawyes**  
**Deputy Secretary**  
**Crownlands and Local Government**

Office of Local Government  
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Locked Bag 3015 NOWRA NSW 2541  
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## **Annexure 1: Information to assist councils prepare 2021/22 Financial Statements**

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

- The General Purpose Financial Reports, Special Purpose Financial Reports, Special Schedules and the Auditor's Reports are to be formatted into a single PDF document, titled using the format: "Council name – Financial Statements – 2021-22".
- All councils, county councils and joint organisations must lodge their Financial Statements by **31 October 2022**.
- The Financial Statements should be sent to [finance@olg.nsw.gov.au](mailto:finance@olg.nsw.gov.au).
- Statements received after this date will be considered as being submitted late and not in accordance with the *Local Government Act 1993* (Act).

### **2. Code of Accounting Practice and Financial Reporting (Code) – Update 2021/22**

- The Code must be used to prepare the annual financial statements in accordance with the Act and the *Local Government (General) Regulation 2021* (Regulation).
- The Code and supporting materials are available on the OLG website at [www.olg.nsw.gov.au/councils/council-finances/financial-reporting/local-government-code-of-accounting-practice-and-financial-reporting/](http://www.olg.nsw.gov.au/councils/council-finances/financial-reporting/local-government-code-of-accounting-practice-and-financial-reporting/)

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

- The 2021/22 FDR will be emailed under separate cover.
- This is to be submitted by **31 October 2022** to [fdr@olg.nsw.gov.au](mailto:fdr@olg.nsw.gov.au) in an Excel format only.
- The FDR should be accurate and align with the audited financial statements.
- The return can also be accessed via the [Council Portal](#) on the OLG website.
- Information/data from the FDR will be used in the published Time Series Data and Your Council website.

## **Annexure 2: Information to assist JOs prepare 2021-22 Financial Statements**

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

- The General Purpose Financial Reports and the Auditor's Reports are to be formatted into a single PDF document, titled using the format: "JO name – Financial Statements – 2021-22".
- All joint organisations must lodge their Financial Statements by **31 October 2022**.
- The Financial Statements should be sent to [finance@olg.nsw.gov.au](mailto:finance@olg.nsw.gov.au).
- Statements received after this date will be considered to be submitted late and not in accordance with the *Local Government Act 1993* (Act).

### **2. Joint Organisations Supplement to Local Government Code of Accounting Practice and Financial Reporting (Supplement)**

- The Supplement must be used to prepare the annual financial statements in accordance with the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (Regulation).
- The Supplement is available on the Office of Local Government (OLG) website at [www.olg.nsw.gov.au/councils/council-finances/financial-reporting/local-government-code-of-accounting-practice-and-financial-reporting](http://www.olg.nsw.gov.au/councils/council-finances/financial-reporting/local-government-code-of-accounting-practice-and-financial-reporting).

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

- The 2021/22 JO FDR will be emailed under separate cover.
- This is to be submitted by **31 October 2022** to [jofdr@olg.nsw.gov.au](mailto:jofdr@olg.nsw.gov.au) in an Excel format only.
- The JO FDR should be accurate and align with the audited financial statements.
- The return can also be accessed via the [Council Portal](#) on the OLG website.



### 9.1.3 IMPORTANT DATES – UPCOMING MEETINGS AND EVENTS

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:** 12/14-03

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**Summary:**

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

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

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

**Current Position:**

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

**Governance Issues:**

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

**Environmental Issues:**

Not applicable.

**Stakeholders:**

Councillors and Walgett Shire Council staff.

**Alternative Solutions/Options:**

Not applicable.

**Conclusion:**

Provided there are no changes it is appropriate to receive and not the information.

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

**Attachments:**

Upcoming meetings and events schedule.

**IMPORTANT DATES – Upcoming Meetings and Events**

| DATE             | MEETING/FUNCTION                             | LOCATION                         | NOTES                                         |
|------------------|----------------------------------------------|----------------------------------|-----------------------------------------------|
| 7 November 2022  | Castlereagh Macquarie County Council Meeting | Coonamble Shire Council Chambers | Clr Woodcock, Clr Cooke and General Manager   |
| 7 November 2022  | LRAOR Trust                                  | Lightning Ridge                  | Mayor, Clr Woodcock and General Manager       |
| 8 November 2022  | Business Chamber                             | Lightning Ridge                  | General Manager and Councillors               |
| 9 November 2022  | LEMC Meeting                                 | Walgett Police Station           | General Manager                               |
| 22 November 2022 | Council Meeting                              | Walgett Chambers                 | Councillors, GM and Executive Staff to attend |
| 23 November 2022 | Cross Border Disaster Management Conference  | Goondiwindi /Zoom                | Mayor, Deputy Mayor and General Manager       |
| 24 November 2022 | BROC General Meeting                         | Goondiwindi                      | Mayor & GM                                    |
| 5 December 2022  | Outback Arts Committee Meeting               | Coonamble                        | Mayor, Clr Currey and Clr Walford             |
| 8 December 2022  | Barwon Darling CAG Ordinary Meeting          | Bourke                           | Mayor, Deputy Mayor & General Manager         |
| 19 December 2022 | Castlereagh Macquarie County Council Meeting | Coonamble Shire Council Chambers | Clr Woodcock, Clr Cooke and General Manager   |
| 20 December 2022 | Council Meeting                              | Walgett Chambers                 | Councillors, GM and Executive Staff to attend |

### 9.1.4 2022 COUNCIL POLICY AND PROCEDURE REVIEW

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart  
**FILE NUMBER:** 22/10/0107

---

**Summary:**

The attached policies are presented to Council for consideration and adoption.

1. Debt Recovery
2. Financial Hardship
3. Government Information Public Access (GIPA)
4. Working From Home
5. Debt Write-Off

**Background:**

Council from time to time Council must regularly review its various policies and procedures to ensure compliance with current legislation and relevant procedures applying at the time.

**Current Position:**

The following policies have been reviewed by senior management and a number of cosmetic changes have been made to the documents.

**Governance issues:**

As per the various policies  
Local Government Act 1993  
Local Government (General) Regulation 2005

**Environmental issues:**

N/A

**Stakeholders:**

Walgett Shire Council  
Walgett Community  
Walgett Shire Council Staff

**Financial Implications:**

The revised policies do not present any financial issues for Council.

**Alternative Solutions/Options:**

N/A

**Conclusion:**

There writer is recommending Council adopts the revised policies as presented.

### **Council Policy and Procedure Review**

#### **Recommendation:**

That:

1. The General Managers report be received;
2. Council adopts the revised policies and procedures as presented:
  - i) Debt Recovery
  - ii) Financial Hardship
  - iii) Government Information Public Access (GIPA)
  - iv) Working From Home
  - v) Debt Write-Off

**Moved:**

**Seconded:**

#### **Attachments:**

The abovementioned policies and procedures.



## **DEBT RECOVERY POLICY AND PROCEDURE**

Adoption Date:

Next Review Date: October 2025

Responsible Officer: Chief Financial Officer

### **POLICY STATEMENT**

Walgett Shire Council is committed to ensuring that Council's revenue (General rates, waste management, water, sewer and sundry fees and charges) is collected promptly fairly and efficiently, to ensure no adverse effects to Council's cash flow.

### **OBJECTIVES:**

- To meet the Office of Local Government benchmark for a rural Council of less than 10% Total rates and Charges outstanding compared to the total Rates and Charges levied in the current year plus rates and charges outstanding from previous years.
- To ensure rates and charges are collected in a fair, equitable and transparent manner that demonstrates no discrimination within the community.
- To provide a framework for the use of contemporary debt recovery procedures as recommended in the Section 23A Guidelines provided by the NSW Office of Local Government.
- To provide clear guidelines that enables Council staff to recognise genuine hardship and assist customers in-line with Council's policies and procedures.

### **POLICY SCOPE**

General Manager  
Chief Financial Officer  
Rates Clerk/Rates Team  
Management Accountant  
Cashiers

### **STATUTORY REQUIREMENTS**

Local Government Act 1993  
Local Government (General) Regulation 2021

### **GOVERNMENT REFERENCES**

Office of Local Government Section 23A Guidelines

### **RELATED POLICY/PROCEDURE**

Financial Hardship  
Financial Management and Control

## PRINCIPLES

### 1. Rates and Charges

- To collect all rates and charges by end of financial year.
- Ensure the outstanding rates debt ratio meets industry standard.
- Communicate with ratepayers in a fair and respectful manner, which follows the Section 23A Guidelines issued by the Office of Local Government.
- Consider arrangements when payments are overdue.
- Individually assess hardship applications.
- Use all conventional means to recover outstanding debts prior to reverting to legal means.
- Implement Section 713 of the Local Government Act regarding Sale of Land for Unpaid Rates when available.

### 2. Sundry Debtors

- Statements to be issued for all sundry debtors at end of month.
- Follow up with a reminder letter after no contact for 2 months.
- Debt recovery will be done in a fair and equitable manner.
- Hardship applications will be assessed in accordance with Councils hardship policy.
- Where a debt is disputed, it will be referred to the relevant Manager for investigation and report to the Chief Financial Officer.
- The General Manager has delegated authority to write off up to \$500, with a report to Council at next opportunity.
- Credit notes to be approved by Chief Financial Officer or Management Accountant.

### 3. Rates and charges Notices

- Annual Rates and Charges Notices must be issued by first day of August and include all information set out in Clause 127 of the Local Government Regulations 2005.
- Instalment notices to be issued 30 days before due dates of 30 November, 28 February and 31 May.
- Water meters will be read every four months during September, February and June with Water Bills due 30 days after issue. Follow-up notices will be forwarded where consumption remains unpaid after 30 days. Failure to respond to follow-up notices will lead to a letter threatening legal action. Should Council rates be also outstanding legal recovery action will be considered otherwise the installation of a meter restrictor may be considered in extreme cases.

### 4. Debt Recovery Action

- Once two instalment notices have been missed, Council will issue a final notice requesting payment within 14 days, whilst encouraging the ratepayer who may be facing hardship to contact Council with the view of making a payment arrangement.
- Should the ratepayer fail to respond to the final notice, Council will then issue a warning letter of demand, which stipulates the matter will be referred to Council's debt collection agent that will result in legal fees and the ratepayer's credit rating being affected.
- Legal Action will commence when Council refers a case to its Debt Collecting Agent.
  - ◆ Firstly, it will involve a **demand letter** warning that legal action will commence unless the amount is paid in full or an appropriate arrangement made to pay off the debt within 14 days. Also warning the ratepayer that all legal costs are recoverable.



- ◆ Secondly, if an arrangement is proposed it will need to be in writing and negotiated by Council's rate recovery officer.
  - ◆ Failure to negotiate a settlement will result in Council authorising its debt collection agent to serve a Statement of Liquidated Claim.
- As a last resort, Council will use Section 713 of the Local Government Act 1993, to sell properties for Unpaid Rates when rates remain unpaid for 5 years. Vacant land may be sold after 1 year when the rates exceed the current value of the land.

## 5. Agreements

- Failure to pay two consecutive instalments will result in Council issuing final notice. This notice will demand payment within 14 days and ask the ratepayer whether they are having difficulty paying and suggesting that a periodic agreement may be required.
- Council acknowledges that in certain circumstances ratepayers may genuinely be suffering financial hardship and therefore be not able to meet their obligation to pay rates. If hardship prevails then Section 564 of the Local Government Act 1993 enables Councils to make agreements for periodic payments and even writing off interest if the agreement is complied with.
- Periodic payments are to be encouraged as direct debits and centrepay.
- Agreements should be in writing, which sets out amounts which need to be paid periodically (weekly, fortnightly, monthly) to settle the account by end of the financial year, or at the very latest end of second financial year taking into consideration the following years rates and charges.
- Agreements to be monitored for non-compliance. Whilst circumstances of ratepayers can change the ratepayers should be contacted when 2 payments are missed asking for an explanation before the agreement is cancelled.
- Whilst an agreement can include writing-off interest, that will only occur at the end of the agreement subject to compliance.

## 6. Interest

- Council is obliged to charge interest under Section 566 Local Government Act 1993 at a rate set by the Minister as published in the Government Gazette.
- Interest is calculated daily and is applicable from the date the instalment or charge became due and payable. Council provides a grace period to enable all on line transactions to be processed.
- Under delegated authority, the General Manager can write off rates because of hardship. Section 567 provides authority when payment of rates and interest is beyond the ratepayers means and if paid would create hardship, Council may write off interest in the case of hardship and on the advice of the Hardship Assessment Team.

## 7. Hardship

- Council is mindful that mitigating circumstances can create genuine financial hardship (Hospitalization, death, unemployment, natural disaster etc.).
- See Council Hardship policy for details.

## 8. Pensioners

- Section 575 of the Local Government Act 1993, prescribed that all eligible pensioners who own and live in their dwelling are eligible for a pensioner rebate of up to \$250 for general rates \$87.50 for water charges and \$87.50 for sewerage charges. To receive the rebate, an Application for Council Pensioner Concession Rates Rebate Form

(Annexure 1) must be completed and returned to Council for assessment and processing.

- Clause 134 of the Local Government Regulations 2005 defines a pensioner as;  
*"Is a person who receives a pension benefit or allowance under chapter 2 of the Social Security Act 1991 of the Commonwealth or a service pension under the Veterans Entitlement Act 1986, and who are entitled to a pension concession card issued on behalf of the Commonwealth Government"*.
- Every effort will be made to assist Pensioners facing financial hardship.
- Pensioners will be encouraged to utilise the Centrelink payment system (Centrepay) for direct rate payment deductions from their fortnightly pension.
- Before referring a pensioner to Council's debt recovery agent, the matter will be referred to the Hardship Assessment panel. (see Hardship policy)

#### ROLES & RESPONSIBILITIES

| ROLE                                               | RESPONSIBILITIES                                                                                                                                                                                                             |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Chief Financial Officer                            | Is responsible for overseeing the effective levying of rates and charges including sundry debts, and overseeing the collection process so that Council strives to meet industry debt ratio standard.                         |
| Rates Clerk<br>Rates Team<br>Management Accountant | Is responsible for the effective and efficient management of the Revenue section including debt recovery.<br>Compliance with Councils debt recovery and hardship policies.<br>Endeavour to meet industry debt recovery ratio |
| Revenue Team<br>Cashiers                           | Be responsible for effective collection of revenue<br>Provide guidance for anyone suffering hardship<br>Implement debt recovery as set out in policy.                                                                        |

|

## ANNEXURE 1

**APPLICATION FORM****PENSIONER CONCESSION RATES REBATE****About the Form:**

This application form will be used by Walgett Shire Council to determine the applicants eligibility to receive financial assistance, in the form of the following rebates:

- i. Up to \$250 on your Land Rates
- ii. Up to \$87.50 on your annual water charges
- iii. Up to \$87.50 on your annual sewerage charges

If joint owners are eligible for a pensioner concession, a separate form will need to be completed by each owner to receive the maximum rebate, otherwise only a partial rebate will be granted.

The application is made up of 2 parts; Applicant's Information and Consent. The application will not be assessed unless both parts are completed and returned in full.

**Application Eligibility:**

To be eligible to apply for a Pensioner Concession Rates Rebate, the applicant must be

- i. a holder of the Pensioner Concession Card (PCC);
- ii. a holder of a gold card embossed with 'TPI' (Totally Permanently Incapacitated);
- iii. a holder of a gold card embossed with 'EDA' (Extreme Disablement Adjustment);
- iv. war widow/er or wholly dependant partner entitled to the Pensioner Concession Card<sup>1</sup>

**APPLICANT'S INFORMATION**

|                                                                       |     |
|-----------------------------------------------------------------------|-----|
| Council Account/ Assessment Number:                                   |     |
| Name:                                                                 |     |
| Concession Card Type<br>(eg Pensioner Concession Card, DVA Gold Card) |     |
| Concession Card Number:                                               |     |
| Date of grant of Concession Card:                                     | / / |
| Phone:                                                                |     |
| Email:                                                                |     |

<sup>1</sup> If you are a war widow/er or wholly dependent partner but do not have a Pensioner Concession Card, you should contact the Department of Veterans' Affairs (DVA) to test your eligibility for the DVA income support supplement.

|                                                                                                                                                                                                  |                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| Property Address:                                                                                                                                                                                |                                                                |
| Is this your sole / principal place of living                                                                                                                                                    | Yes / No                                                       |
| When did you move into the property?                                                                                                                                                             | / /                                                            |
| Have you claimed a pensioner rebate for any other property in the last 12 months?<br><i>(If Yes, please provide the address of the other property)</i>                                           | Yes / No<br>Address:<br>_____                                  |
| Are you the sole owner of the property?<br><i>If No, who else owns a share?</i><br><i>(If more than one other co-owner please list the name of each co-owner and their relationship to you.)</i> | Yes / No<br>Spouse / Other<br>Further Details (if applicable): |

**Privacy and Personal Information Protection Act 1998. Compliance with Section 10.**

The information contained in this application form and any information requested for the purpose of assessing this application under the Local Government Act 1993 and the Local Government (General) Regulation 2021, is private and confidential and can be updated/amended at any time, by the applicant, with a written request to Walgett Shire Council.

The information provided will not be disclosed to any person or body not involved in the assessment of the hardship application.

If you have a complaint about the use of your personal information you may contact Walgett Shire Council's Public Officer on 02 6828 6100.

By submitting this form, you declare that the information provided is true and correct and that you are the person making this application.

Signature..... Date / / .

NB: If you make a false statement in an application, you may be guilty of an offence and fined up to \$2,220



## **APPLICATION FORM**

### **PENSIONER CONCESSION RATES REBATE**

#### **CONSENT**

By signing this form, I \_\_\_\_\_ authorise Walgett Shire Council to use Services Australia Confirmation eServices to perform a Centrelink/DVA enquiry of your Centrelink or DVA customer details and Pensioner Concession Card to confirm my eligibility for a Pensioner Concession Rates Rebate.

I understand that Services Australia Confirmation eServices will disclose personal information to Walgett Shire Council including my name, address, payment type, payment status and concession card type and status.

I understand that Walgett Shire Council may regularly perform a Centrelink/DVA enquiry to confirm ongoing eligibility, therefore this consent, once signed, remains valid whilst I am a customer of Walgett Shire Council unless I withdraw it by written request to Walgett Shire Council.

In the event, I choose not to provide consent; I will obtain proof of my details and circumstances from Services Australia / Department of Veterans Affairs and provide it to Walgett Shire Council, along with my Application Form. I understand that without this information Walgett Shire Council will not be able to proceed with the assessment of my application, which will therefore render my application for the Pensioner Concession Rates Rebate ineligible.

I have read and give my consent to the above

Signature .....

Date .....

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**Policy/Procedure Review History**

| Date         | Changes Made    | Reviewed By                           |
|--------------|-----------------|---------------------------------------|
| August 2011  | Complete Review | Ray Kent - General Manager            |
| October 2022 | Complete Review | Tony Hughes – Chief Financial Officer |
|              |                 |                                       |



## DEBT RECOVERY POLICY AND PROCEDURE

Approval Date:

Review Date: August 2011

Responsible Officer: Corporate & Community

### POLICY STATEMENT

WSC is reliant on collecting rates, charges, fees and other debts to finance its operations and ensure effective cash flow management and has a responsibility to recover monies owing to it in a timely, efficient and effective manner.

### OBJECTIVES:

- To fulfil Statutory requirements of the Local Government Act 1993 for the recovery of rates, charges and other debts.
- To ensure consistency, fairness, integrity and confidentiality for WSC, its ratepayers and debtors and to eliminate perceived bias towards any particular individual or group of ratepayers.
- To collect all rates and charges owing and collect all fees and charges due by sundry debtors in an efficient and effective manner and to maximise the collection of outstanding debts while recognising genuine hardship.
- To provide a financial framework and procedures for the guidance of all WSC staff to ensure Council meets a high standard of financial accountability.

### Statutory Requirements

[Local Government Act 1993](#)

[Local Government \(General\) Regulation 2005](#)

### Related Policy/Procedure

Financial Management and Control



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## **Debt Recovery**

### **Rates and Charges Debt Recovery**

#### **1. Reminder Notice**

A *Reminder Notice* requesting full payment of the overdue amount will be issued to ratepayers with arrears. The only exception is those ratepayers who have entered into an arrangement with Council. The reminder notice will be issued 14 days following the expiry of the instalment due date.

#### **2. Final Reminder**

A *Final Reminder* further requesting full payment of the overdue amount and Council's intention to refer to Council's Debt Recovery Agent will be issued to ratepayers who:

- Have been sent a Reminder Notice and have not paid the overdue amount
- Have failed to make a satisfactory arrangement

The Final reminder will be issued 14 days from the date the Reminder Notice was issued.

A satisfactory arrangement is where a complete written debt repayment agreement has been made and full debt repayment is made within two (2) years including all current rates and charges.

#### **3. Refer to Debt Recovery Agent**

If, after 14 days of issuing a Final Reminder, an overdue amount over \$500 remains unpaid and the ratepayer has not made arrangements to pay Council, the matter will be referred to Council's Debt Recovery Agent.

#### **4. Demand Letter**

Once a matter has been referred to the Debt Recovery Agent, a *Letter of Demand* will be sent (on agents' letterhead) demanding payment and warning that legal action may commence if payment or suitable arrangement is not made within 14 days. *All legal costs are recoverable from the ratepayer.*

#### **5. Further Action**

Council's Finance Officer (Rates & Debt Recovery) will consult with the Finance Manager to negotiate the most effective action with Council's Debt Recovery Agent. Appropriate action may include:

- Statement of Liquidated Claim
- Judgment
- Sale of Land for Unpaid Rates and Charges

---

## **Eligible Pensioners**

### **6. Defaulting Eligible Pensioners**

In the case of eligible pensioners who have not entered into an arrangement with the Council or have NOT demonstrated an inability to pay their rates and charges, the following will apply:

- Prior to referring the matter to Council's Debt Recovery Agent, eligible pensioners will be contacted by phone (where possible) and made aware that they can enter into an arrangement to pay under Council's Debt Recovery Policy and Procedures.
- Legal Action will only be implemented where the pensioner has NOT demonstrated an inability to pay and only on the approval of the General Manager.

## **Sundry Debtors**

### **7. Term for Payment**

The term for payment of Sundry Debtors is 30 days.

### **8. Arrangements**

The General Manager is authorised to enter into arrangements with any sundry debtor for the payment of outstanding debts.

### **9. Copy of Statement or Invoice**

Once a sundry debt becomes overdue, a copy of the invoice or statement is to be sent by way of a reminder.

### **10. Reminder Notice**

A *Reminder Notice* requesting full payment of the overdue amount will be issued to sundry debtors with arrears. The reminder notice will be issued 1 week following the copy of the statement or invoice being sent out. This letter will warn of the likelihood of being referred to Council's Debt Collection Agency and the likelihood of legal action and additional costs should payment or arrangements not be made.

### **11. Contact Debtor**

If the debt remains outstanding after a further 7 days, the Finance Officer (Rates & Debt Recovery) will contact the staff member responsible for forwarding the details for processing. Arrangements will be made to contact the sundry debtor (where possible). The results of this action will be referred to the Finance Manager who will advise on the appropriate action which may include:

- Withdrawal of the service
- Referral to Debt Recovery Agent

---

**Procedure Review History**

| Date | Changes Made    | Approved By                |
|------|-----------------|----------------------------|
|      | Complete Review | Ray Kent - General Manager |
|      | Reviewed        |                            |
|      |                 |                            |

SUPERSEDED



## FINANCIAL HARDSHIP POLICY AND PROCEDURE

Adoption Date:

Next Review Date: October 2025

Responsible Officer: Chief Financial Officer

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### POLICY STATEMENT

Walgett Shire Council recognises that there are cases of genuine hardship that may cause ratepayers and debtors to have difficulty paying their rates and charges and/or other sundry Council debts, as such, Council is committed to providing a range of assistance measures to ratepayers who are suffering genuine financial hardship.

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### POLICY OBJECTIVES

- Set out the circumstances in which Council may provide relief to ratepayers and sundry debtors who are experiencing genuine financial hardship.
- To provide a framework of the type of relief that may be provided to ratepayers and sundry debtors suffering genuine financial hardship.
- To provide clear guidelines to Council staff to ensure a consistent approach towards assessing hardship applications.
- To administer greater transparency with the application and assessment process.

### POLICY SCOPE

General Manager  
Chief Financial Officer  
Rates Clerk/Revenue Accountant  
Management Accountant  
Rates Team

### STATUTORY REQUIREMENTS

Local Government Act 1993  
Local Government (General) Regulation 2021

### GOVERNMENT REFERENCES

Office of Local Government Section 23A Guidelines

### RELATED POLICY/PROCEDURE

Debt Recovery  
Financial Management and Control

## DEFINITIONS/APPLICATION:

A ratepayer means a person or entity who is in receipt of a rates assessment levied by Walgett Shire for property within the Walgett Shire.

A Sundry Debtor means a person or entity residing within the Walgett Shire Council area who has received a sundry debt invoice for work/service received.

## PRINCIPALS

### 1. Rates and Charges

- i) The owner for the time being of land on which a rate is levied is liable to pay the rate to the council, except as provided by this section.
- ii) If land owned by the Crown is leased, the lessee is liable to pay the rate, except as provided by subsection (4).
- iii) If there are two or more owners, or two or more lessees from the Crown, of the land, they are jointly and severally liable to pay the rate.
- iv) The Crown is liable to pay the rate for land owned by the Crown which is subject to the *Housing Act 1912* or the *Aboriginal Housing Act 1998*.

### 2. Sundry Debtor

A person or entity which Council has performed a service or work for.

### 3. Hardship

- i) There are varying circumstances where a ratepayer may experience long term hardship which prevents them from meeting their financial obligations. Generally, circumstances beyond the ratepayers control are the cause for a ratepayer being unable to meet his/her financial responsibilities. As such a ratepayer may be able to seek assistance under Councils hardship policy should the following criteria be met:-
  - (a) The applicant is the owner of the rateable land and liable for payment of rates.
  - (b) The property must be the applicant's principal place of residence.
  - (c) Properties classified farmland and business will not be considered unless they can demonstrate severe hardship caused by drought, flood, fire or pandemic.
  - (d) The applicant must be able to demonstrate and provide evidence of genuine hardship.

### 4. Assistance

- i) Apart from Section 575 which provides for a Pensioner rebate, the Local Government Act 1993 provides assistance under the following sections - 601, 582, 583, 564 and 567.
- ii) Section 601 deals with hardship caused by **Revaluation** of an individual property
  - A ratepayer who, as a consequence of the making and levying of a rate on a valuation having a later base date than any valuation previously used by a council for the making and levying of a rate, suffers substantial hardship, may apply to the council for relief under this section.
  - The council has a discretion to waive, reduce or defer the payment of the whole or any part of the increase in the amount of the rate payable by the ratepayer in such circumstances, for such period and subject to such conditions as it thinks fit.
  - An applicant who is dissatisfied with council's decision under this section may request the council to review its decision and the council, at its discretion, may do so.
- iii) Section 575, 582 and 583 provide rebates for eligible **Pensioners**.
  - Section 575 enables a pensioner on application to receive a rebate of half the levy up to \$250 for general rates and waste management, \$87.50 for water charges and \$87.50 for sewer charges. The rebate is reduced proportionately if the property is jointly owned where the other owner is not a pensioner.



- An eligible person to receive a Pension Rebate is defined under clause 134 of the Local Government Regulations 2005 as:-
  - (a) persons who receive a pension, benefit or allowance under Chapter 2 of the *Social Security Act 1991* of the Commonwealth, or a service pension under Part III of the *Veterans' Entitlements Act 1986* of the Commonwealth, and who are entitled to a pensioner concession card issued by or on behalf of the Commonwealth Government,
  - (b) persons who receive a pension from the Commonwealth Department of Veterans' Affairs as -
    - (i) a war widow or war widower within the meaning of the *Veterans' Entitlements Act 1986* of the Commonwealth, or
    - (ii) the unmarried mother of a deceased unmarried member of the Australian Defence or Peacekeeping Forces, or
    - (iii) the widowed mother of a deceased unmarried member of the Australian Defence or Peacekeeping Forces, and do not have income and assets that would prevent them from being granted a pensioner concession card (assuming they were eligible for such a card),
- Prescribed pensioners must make application on the relevant form and are entitled to rates being abandoned, consisting of up to \$250 General rates, \$87.50 Water charges and \$87.50 Sewerage charges.

**iv) Payment Arrangements via written agreements as per Section 564**

- A council may accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person.
- The council may write off or reduce interest accrued on rates or charges if the person complies with the agreement.
- Walgett Council offers written agreements where periodic payments are made by direct debit or Centrepay via Centrelink.
- In the case of hardship the agreement needs to clear the debt in an acceptable time frame, Council may write off interest at the years end, should the agreement be honoured. Council will expect a payment arrangement to have an end date of two years to clear the debt.

**v) Hardship relief under Section 567 of the Local Government Act 1993**

The council may write off accrued interest on rates or charges payable by a person if, in its opinion:

- the person was unable to pay the rates or charges when they became due and payable for reasons beyond the person's control, or
- the person is unable to pay the accrued interest for reasons beyond the person's control, or
- payment of the accrued interest would cause the person hardship.



**vi) Hardship Relief Application**

- Application for Hardship relief must be done on Council's Hardship Payment Relief Form (Annexure 1), which can be found on the Walgett Shire Council website. The application can be for time payment agreement or in exceptional cases requesting to write off interest.
- Prior to lodging the application, the ratepayer should discuss any payment arrangement with a Walgett Shire Council delegated officer. Applications under Section 564 where interest is not being requested to be written off can be accepted by Council rating staff.
- Applications for Hardship Relief including interest write off (Section 567 (3)) will be considered on their merit on a case by case basis.
- The application form must be supported by the following documents:
  - Reason for application
  - Financial records including past 3 months bank statements
  - Details of all sources of income
  - Living expenses
  - A letter from a welfare agency, legal Aid or financial counsellor confirming hardship and/or a doctors certificate
  - Where hardship has been caused by drought, fire, flood or pandemic evidence of how such disaster has caused hardship.

**NATURAL DISASTERS**

For properties affected by Natural Disasters such as drought, fire, flood, storm and pandemic, Council may consider deferring rates and interest for a period of up to 12 months. Natural disasters can affect all classes of properties, and applicants will need to demonstrate how they have suffered financial hardship.

**ASSESSMENT**

**vii) Hardship Assessment**

- The application will be assessed by a Team consisting of the Rates Clerk, Management Accountant and Manager Community Development, or their deputies with a recommendation to the Chief Financial Officer.
- The assessment Team will consider, and not be limited to the following factors;-
  - Is the ratepayer a pensioner
  - Ill health
  - Family Law issues
  - Domestic Violence
  - Payment history
  - Natural disasters
- Interest may only be written off subject to periodic payment compliance reviews. This may occur at agreement end date or end financial year. Each case is to be judged on its merits.
- The Ratepayer to be advised of the outcome in writing.

- If the Ratepayer/Debtor is not satisfied with the outcome, the matter can be appealed to the General Manager/Council for final Determination.

#### HARDSHIP OPTIONS SUMMARY

- Section 577 LGA 1993 enables a Council to declare by Order a person living in a dwelling with a pensioner as also a pensioner so as to avoid hardship.
- Only pensioners can apply for additional hardship assistance which combines both writing off rates and interest. Conditional on any application for hardship assistance under *section 582 LGA 1993* will be the pensioner owns and lives in his/her place of residence.
- Council can adjust rates following a revaluation, if it causes hardship. An appeal against the valuation affect must be made in the first year after revaluation. *Section 601 LGA 1993*.
- Payment arrangements can be made and approved by Council's rating team where they do not require interest to be written off. The agreement should endeavour to bring the account up to date within 2 years. *Section 564 LGA 1993*
- For any ratepayer who cannot pay his/her rates because it is beyond their means and will create hardship, may make application for Council to write off accrued interest. *Section 567 LGA 1993*.
- Applicants for hardship relief which involves rate and interest write off or deferment will be judged by the Assessment Team in a fair and timely manner. *Section 567 LGA 1993*.

#### REVIEW

This policy is to be reviewed every three years or earlier as necessary caused by:-

- Legislative changes
- Council's functions, structure or activity change

#### ROLES AND RESPONSIBILITIES

| ROLES                   | RESPONSIBILITIES                                                                             |
|-------------------------|----------------------------------------------------------------------------------------------|
| Rates Clerk             | <ul style="list-style-type: none"> <li>• In first instance assist applicant</li> </ul>       |
| Rating Team             | <ul style="list-style-type: none"> <li>• Rates Clerk to Chair Assessment Team</li> </ul>     |
| Chief Financial Officer | <ul style="list-style-type: none"> <li>• Determine application</li> </ul>                    |
| General Manager         | <ul style="list-style-type: none"> <li>• To assess any application where appealed</li> </ul> |

## Annexure 1



## APPLICATION FOR HARDSHIP PAYMENT RELIEF

### Application Eligibility:

To be eligible to apply for Hardship Payment Relief, the applicant must;

- i. be a pensioner owning and living in your place of abode and demonstrate that through circumstances beyond your control how paying rates will cause undue financial hardship; or
- ii. be anyone requesting for a write-off of accrued interest where it can be demonstrated that payment is beyond their means and will create undue financial hardship.

**NB:** For an applicant suffering unforeseen financial hardship due to natural disaster, as declared by the NSW, payment of rates may be deferred for up to 12 months.

|                                                                                                                                                        |                               |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| Council Assessment Number:                                                                                                                             |                               |
| Name:                                                                                                                                                  |                               |
| Postal Address                                                                                                                                         |                               |
| Concession Card Type                                                                                                                                   |                               |
| Concession Card Number:                                                                                                                                |                               |
| Phone:                                                                                                                                                 |                               |
| Email:                                                                                                                                                 |                               |
| Property Address:                                                                                                                                      |                               |
| Is this your sole / principal place of living                                                                                                          | Yes / No                      |
| When did you move into the property?                                                                                                                   | / /                           |
| Have you claimed a pensioner rebate for any other property in the last 12 months?<br><i>(If Yes, please provide the address of the other property)</i> | Yes / No<br>Address:<br>_____ |

|                                                                                                                                                                                                                  |                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Are you the sole owner of the property?<br><i>If No, who else owns a share?</i><br><i>(If more than one other co-owner please list the name of each co-owner, % of ownership and their relationship to you.)</i> | Yes / No<br>Spouse / Other |
| Number of children living in house                                                                                                                                                                               |                            |
| Ages of children supported                                                                                                                                                                                       |                            |

1. Cause of Hardship please detail unusual circumstances which have caused financial hardship.

2. Financial position

- **Assets and Liabilities** (Please list all Assets and Liabilities such as mortgage and attach a copy of the last three months of Bank Statements)

| <u>Assets</u> | <u>Liabilities</u> |
|---------------|--------------------|
|               |                    |
|               |                    |
|               |                    |
|               |                    |
|               |                    |

- **Fortnightly Budget** (please document as a minimum the following)

|                   |  |                       |  |
|-------------------|--|-----------------------|--|
| Income            |  | Expenses              |  |
| Pension           |  | Rates                 |  |
| Family Allowance  |  | Mortgage              |  |
| Superannuation    |  | Household Expenses    |  |
| Spouse income     |  | Vehicle expenses      |  |
| Casual_Employment |  | Medical/Pharmacy      |  |
| Interest          |  | Entertainment         |  |
| Board             |  | Electricity/Telephone |  |
| Other             |  | Insurance             |  |
|                   |  | Disability assistance |  |
|                   |  |                       |  |

**3. Independent Review**

Council requires the applicant to obtain an independent written review from a suitably qualified organization or person such as a financial counsellor, Legal Aid, welfare agency, Bank Manager and/or Doctors certificate.

**4. Hardship Interest**

Any hardship request which involves interest write off will require the applicant signing a payment agreement to bring the account into balance within 2 years. The interest will be written off at the end of the financial year or the agreement time, conditional that the applicant does not default on periodic payments.

**5. Hardship Assessment**

Based on evidence provided and the independent review, Council Assessment Team will provide a detailed plan for payment of rates and charges going forward. The plan may be appealed to the General Manager if the applicant feels aggrieved.

By submitting this form, you declare that the information provided is true and correct and that you are the person making this application.

Signature..... Date    /    /    .

NB: If you make a false statement in an application, you may be guilty of an offence and fined up to \$2,220

**Privacy and Personal Information Protection Act 1998. Compliance with Section 10.**

The information contained in this application form and any information requested for the purpose of assessing this application under the Local Government Act 1993 and the Local Government Regulations 2005, is private and confidential. The information provided will not be disclosed to any person or body not involved in the assessment of the hardship application.

If you have a complaint about the use of personal information you may contact Council's Public Officer. The information in this form may be corrected or updated by you.

### **Policy/Procedure Review History**

| Date         | Changes Made                        | Reviewed By                           |
|--------------|-------------------------------------|---------------------------------------|
| 2013         | Policy/Procedure Developed          | Ray Kent - General Manager            |
| 25 June 2013 | Policy/Procedure Adopted by Council |                                       |
| October 2022 | Complete Review                     | Tony Hughes – Chief Financial Officer |





## FINANCIAL HARDSHIP RATE RELIEF POLICY

Adoption Date: 25 June 2013

Review Date: June 2014

Responsible Officer: Corporate and Community

### POLICY STATEMENT

Walgett Shire Council recognises that some ratepayers will experience financial hardship which affects their ability to pay rates in full or in part. It further recognises the obligation under Chapter 15 of the Local Government Act that Council has to provide relief to ratepayers experiencing financial hardship.

### POLICY OBJECTIVES:

To assist ratepayers experiencing financial hardship to meet their obligations to pay rates and charges by way of providing assistance under Chapter 15 of the Local Government Act.

### DEFINITIONS/APPLICATION:

A ratepayer means a person or entity who is in receipt of a rates assessment levied by Walgett Shire for property within the Walgett Shire.

### POLICY SCOPE:

Eligible ratepayers must make application in the required form. Approved applications will be provided with assistance for rates levied on their properties on the following basis:  
Assistance is provided under the provisions of Sec 560, 561, 567, 577, 582, 601 & 610E of the Local Government Act 1993.

#### 560 Who is liable to pay rates?

- (1) The owner for the time being of land on which a rate is levied is liable to pay the rate to the council, except as provided by this section.
- (2) If land owned by the Crown is leased, the lessee is liable to pay the rate, except as provided by subsection (4).
- (3) If there are two or more owners, or two or more lessees from the Crown, of the land, they are jointly and severally liable to pay the rate.
- (4) The Crown is liable to pay the rate for land owned by the Crown which is subject to the *Housing Act 1912* or the *Aboriginal Housing Act 1998*.

#### 561 Who is liable to pay charges?

The person liable to pay a charge is:

- (a) the person who, if the charge were a rate and if the land on which the charge is levied were rateable in respect of that rate, would be liable under section 560 to pay the rate, or
- (b) the Crown in respect of land owned by the Crown, not being land held under a lease for private purposes.

WSC – Policy – Financial Hardship Rate Relief

**577 Extension of concession to avoid hardship**

(1) If a council considers it proper to do so to avoid hardship, the council may, by order, direct that:

(a) a person specified in the order:

- (i) who occupies a dwelling as his or her sole or principal place of living, which dwelling is the sole or principal place of living of an eligible pensioner, and
  - (ii) who is jointly liable with that eligible pensioner or with that eligible pensioner and one or more other persons in respect of the land on which that dwelling is situated, and
  - (iii) in respect of whom a reduction of rates or charges would not, if that person were solely liable in respect of that land, be required to be made under this Division, or
- (b) any person belonging to a class of persons specified in the order, being persons referred to in paragraph (a),

is, on and from the effective date of the order, taken, for the purposes of this Division, to be or to have been an eligible pensioner.

(2) If a council considers it proper to do so to avoid hardship, the council may, by order, direct that:

(a) an eligible pensioner specified in the order who, although not liable, or although liable jointly with one or more other persons, to do so, has, for such period as, in the opinion of the council, warrants the making of an order under this section in respect of that person, paid the whole of the rates or charges for the land on which that dwelling is situated or is, in the opinion of the council, likely to pay the whole of the rates or charges in circumstances that in the opinion of the council warrant the making of an order under this subsection, or

(b) any person belonging to a class of persons specified in the order being persons referred to in paragraph (a),

is, on and from the effective date of the order, taken, for the purposes of this Division, to be or to have been the person solely liable in respect of the land on which the dwelling is situated.

(3) An order under this section has effect according to its tenor.

**582 Abandonment of pensioners rates and charges**

A council may waive or reduce rates, charges and interest due by any person prescribed by the regulations who is in receipt of a pension, benefit or allowance under the *Social Security Act 1991* of the Commonwealth.

**601 Hardship resulting from certain valuation changes**

(1) A ratepayer who, as a consequence of the making and levying of a rate on a valuation having a later base date than any valuation previously used by a council for the making and levying of a rate, suffers substantial hardship, may apply to the council for relief under this section.

(2) The council has a discretion to waive, reduce or defer the payment of the whole or any part of the increase in the amount of the rate payable by the ratepayer in such circumstances, for such period and subject to such conditions as it thinks fit.

(3) An applicant who is dissatisfied with a council's decision under this section may request the council to review its decision and the council, at its discretion, may do so.

**610E Council may waive or reduce fees**

(1) A council may waive payment of, or reduce, a fee (whether expressed as an actual or a maximum amount) in a particular case if the council is satisfied that the case falls within a category of hardship or any other category in respect of which the council has determined payment should be so waived or reduced.

(2) However, a council must not determine a category of cases under this section until it has given public notice of the proposed category in the same way as it is required to give public notice of the amount of a proposed fee under section 610F (2) or (3).

WSC – Policy – Financial Hardship Rate Relief

**IDENTIFYING FINANCIAL HARDSHIP**

On an individual assessment basis Council recognise that there may be certain times when Rate Payers are unable to meet their financial commitments and subsequently have restricted capacity to pay Rates and Charges per terms set by the Local Government Act 1993, when assessing financial hardships key indicators exist as follows:

- 1) Long term or permanent customers; Financial hardship may reflect a low or fixed nominal income or circumstance of restriction that requires ongoing assistance.
- 2) Mid or Short Term temporary customers; Financial hardship may reflect a sudden change in lifestyle (unemployment, ill health, separation, death in the family, poor business performance) or some other temporary financial hardship, these customers may require flexibility and temporary assistance over short to midterm.

This assessment may be ascertained by an internal assessment or an external body (accredited financial counsellor), exception is made to the following indicators:

- 1) Is the ratepayer eligible for Government funded concession.
- 2) Does the ratepayers payment history reflect a series of possible financial hardship.
- 3) Has the ratepayer previously applied for hardship under this method of application?
- 4) Where required provision of supporting documentation may be sought (audited or authorised documents), or other items as determined by Council in assessing indicators of financial hardship.

***\*Each customer is assessed individually and fairly under this provision\****

## WSC – Policy – Financial Hardship Rate Relief

### APPLICATION PROCESS

Upon formal application being made in writing to Council, by use of provided Hardship Rate Relief Application Form, Council can undertake individual assessment of applicants case by case, considering various key indicators and legislative requirements as provided in the Local Government Act 1993. The process comprises of the following:

- 1) Application received by Council in the appropriate method, including all substantive documentation and completed Hardship Rate Relief Form provisions of the Local Government Act 1993.
- 2) This application is forwarded to a small committee of Council comprising the Director of Corporate Services and Rates Clerk respectively, where all key indicators are addressed, a report compiled and forwarded to the General Manager for confirmation and review.
- 3) There may be times where additional information is sought, in substantive terms, to support and verify the ratepayers information as part of the assessment.
- 4) Once the application is processed the resulting decision is formally advised to the ratepayer in question, retaining strict confidentiality and individual assessment, cases are dealt with on a merit basis meeting all relevant legislative requirements as provided in the Local Government Act 1993.
- 5) Results and terms regarding the level of financial assistance granted to ratepayers will differ dependant on results of each individual case by case assessment.

### CONCESSION OPTIONS

Where requirements are met and a final decision is determined by Council, resulting levels of financial assistance may include the following:

- 1) Extension of Concession to avoid financial hardship, per section 577 Local Government Act 1993, \$250.00 on ordinary rates and charges for domestic waste management services, \$87.50 off annual water rates and charges, \$87.50 off annual sewerage rates and charges.
- 2) Council may allow writing off of interest and associated legal costs where agreed as per Section 567 of the Local Government Act 1993.
- 3) Arrangements for time payment of debt (payment schedules), Council may extend an arrangement for payment of all rates and charges extending past relevant due dates for payment as provided in the Local Government Act 1993. This option would be subject to ongoing review and written agreement, individual terms may differ from case to case.
- 4) Council has the discretion to waive, reduce or abandon rates and charges applicable to ratepayers, this will be undertaken on an individual basis following legislation in regard to Section 582, 601 and 610E of the Local Government Act 1993 at the time of application being made under this policy.

### POLICY REVIEW:

This policy is subject to review each 12 months from the date of adoption by Council





## Government Information Public Access (GIPA) Policy and Procedure

Adoption Date:

Next Review Date: October 2025

Responsible Officer: Chief Financial Officer

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### POLICY STATEMENT

Walgett Shire Council (Council) is committed to the objectives of the GIPA Act, through maintaining an access to information process that presents Council as open, accountable, fair and effective.

This policy details the key components of that process to facilitate the right of the community to access the government information held by Council and at the lowest possible cost.

There is a presumption in favour of the release of government information unless there is an overriding public interest against disclosure.

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### OBJECTIVES:

The objectives of this policy are to:

- Demonstrate Council's commitment to an open, accountable, fair and effective organisation.
- Facilitate the public's access to government information held by Council.
- Drive a Council wide approach to its GIPA Act obligations through awareness and training of the GIPA Act, and establishing staff responsibilities.
- Establish a corporate Access to Information system which includes this policy, alignment to best practice records management and accompanying procedures and guidelines.

### Statutory Requirements

Model Code of Meeting Practice for Local Councils in NSW

Model Code of Conduct and Procedures 2020

Local Government Act 1993

Local Government (General) Regulation 2021

Government Information (Public Access) Act 2009

Privacy and Personal Information Protection Act 1998

Health Records & Information Privacy Act 2002

### Related Policy/Procedure

Code of Conduct

Code of Meeting Practice

Access to Information

Privacy and Personal Information and Protection

Protected Disclosures

**DEFINITIONS:**

| Term                               | Explanation                                                                                                                                                                                                                                                 |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Government Information             | Refers to information contained in a record held by a government agency i.e. Council.                                                                                                                                                                       |
| Record                             | Means any document, data or information created, compiled, recorded or stored in written form by electronic process, film or recordings, or in any other manner or by any other means that is evidence of or captures business activities and transactions. |
| Access Application (Approved Form) | Council has an approved form to be used for the purpose of formal request for information that does not come under the category of open access information. The approved form is to be accompanied by the required application fee.                         |

**PURPOSE:**

Under the Government Information (Public Access) Act 2009 there is a right of access to certain information held by Council unless there is an overriding public interest against disclosure of the information. There are four main ways in which Council will provide access to information:

1. Mandatory Proactive Release
2. Authorised Proactive Release
3. Informal Release
4. Formal Access Applications

Any applications under the Government Information (Public Access) Act 2009 (GIPA) will be processed in accordance with the Act's requirements and a determination made to release the information or refuse access on the basis of an overriding public interest against disclosure.

Council will assess requests for access to information having regard to:

- Government Information (Public Access) Act 2009;
- Privacy and Personal Information Protection Act 1998;
- Health Records and Information Privacy Act 2002;
- State Records Act 1998;
- Local Government Act 1993;
- Environmental Planning and Assessment Act 1979;
- Companion Animals Act 1998 and,

any other relevant legislation and guidelines as applicable.

**PROCEDURES:****1. MANDATORY PROACTIVE RELEASE:**

Under Section 6 of the GIPA Act, Council must make its "open access information" publicly available unless there is an overriding public interest against disclosure of the information. Open access information is required to be published either on Council's website or available for free inspection at Council and for copying (with reasonable photocopying charges applying), unless to do so would impose an unreasonable additional cost on Council, or would be contrary to the public interest or the Information Commissioner's guidelines.

Open access information is defined in Section 18 of the GIPA Act and includes:



- 
- Council's policy document displayed on Council's website
  - A publication guide which contains information about Council's structure and functions and lists the type of information that is publicly available on Council's website
  - A disclosure log of formal access applications which includes release of information that Council believes may be of interest to other members of the public – available on Council's website
  - A register of contracts worth more than \$150,000 which Council has with private sector bodies available for viewing or by request from Council office
  - A record of open access information that Council has not made publicly available on the basis that there is an overriding public interest against disclosure
  - Such other information that may be prescribed by the GIPA Regulation as open access information.

In respect of the last dot point above, Schedule 1 of the GIPA Regulation requires that Council provide open access to the following:

#### **1.1 Information about Council**

**Available on Walgett Shire Council Website:** [www.walgett.nsw.gov.au](http://www.walgett.nsw.gov.au)

- The model code prescribed under section 440 (1) of the Local Government Act
- Council's adopted Code of Conduct
- Code of Meeting Practice
- Annual Report – containing Annual Financial Reports and Auditor's Report
- Management Plan
- EEO Management Plan
- Policy concerning the payment of expenses Incurred by, and the Provision of Facilities to, Councillors
- Register of current Declarations of Disclosures of Political Donations
- Agendas and Business Papers, minutes of any meetings for any meeting of Council or any Committee of Council (not including business papers for matters considered when part of a meeting is closed to the public)
- Annual Reports of Bodies Exercising Functions Delegated by Council
- Any Codes referred to in the Local Government Act
- Disclosure of the Interests by Councillors, Designated Persons and Delegates
- Departmental Representative Reports presented at a meeting of Council
- Land Register
- Register of Investments
- Register of Delegations
- Register of Graffiti Removal Works
- Register of Voting on Planning Matters.

#### **1.2 Plans and Policies**

- Local Policies adopted by council concerning approvals and orders
- Plans of Management for Community Land

- Environmental Planning Instruments, Development Control Plans and Contributions Plans and Contribution Plans.

### **1.3 Information about Development Applications**

Development Applications and any associated information received in relation to a proposed development.

- Home Warranty Insurance documents
- Construction Certificates
- Occupation Certificates
- Structural Certification Documents
- Town Planner Reports
- Submissions received on Development Applications
- Heritage Consultant Reports
- Tree Inspections Consultant Reports
- Acoustic Consultant Reports
- Land Contamination Consultant Reports
- Records of decisions on Development Applications including decisions on appeals
- Records describing general nature of documents that Council decides to exclude from public view including internal specifications and configurations, and commercially sensitive information.

### **1.4 Approvals, Orders and Other Documents**

- Applications for approvals under part 7 of the Local Government Act
- Applications for approvals under any other Act and any associated documents received
- Records of approvals grants or refused, any variation from Council Policies with reasons for the variation, and decisions made on appeals concerning approvals
- Orders given under Part 2 of Chapter 7 of the Local Government Act, and any reasons given under section 136 of the Local Government Act
- Orders given under the Authority of any other Act
- Records of Building Certificates under the Environmental Planning and Assessment Act 1979
- Plans of land proposed to be compulsorily acquired by Council
- Compulsory Acquisition Notices
- Leases and Licenses for use of Public Land classified as Community Land.

### **1.5 Register of Government Contracts**

Council is required to keep a register of all contracts valued at \$150,000 (incl GST) or more, which are entered into with a private sector entity for a project, goods and services or the sale, purchase or lease of real property. This Register can be accessed on Council's website.

The Register is updated when a new contract is signed. Council will keep contracts on the register only for the "public access period", which under Section 34 (2) of the GIPA Act being:

(a) 30 days.

(b) the period until the project to which the contract relates is complete, the goods and services concerned have been provided under the contract, the term of the lease has expired or the real property has been transferred.

### 1.6 Disclosure Log

Council is also required to maintain a disclosure log (see Section 25 of GIPA Act). The log records information released under a formal access application that is considered to be of interest to the wider public. The release of information is subject to the public interest test and each request is considered on a case by case basis. Under the GIPA Act, information that is a sensitive nature (for example personal information) or considered commercial-in-confidence will be removed from the documents prior to their release.

### 1.7 Policy Documents

Section 23 of the GIPA Act defines what constitutes a policy document. These include:

- A document containing interpretations, rules, guidelines, statements of policy, practices or precedents.
- A document containing particulars of any administrative scheme
- A document containing a statement of the manner, or intended manner of administration of any legislative instrument or administrative scheme.
- A document describing the procedures to be followed in investigating any contravention or possible contravention of any legislative instrument or administrative scheme,
- Any other document of a similar kind.

Council's Access to Information page can be found online at Access to Information – Walgett Shire Council.

Council is also committed to ensuring all the information required by the GIPA Act as open access information is available. Where any of the above open access information is not made available on council's website, it will be made available for viewing at Council's administration offices during normal business hours. Copies of the information will also be available for a reasonable copying charge.

**The above documents are available to view or request a copy at Council Office, 77 Fox Street, Walgett between 9.00am and 4.30pm Monday to Friday phone: 02 6828 6100**

## 2. AUTHORISED PROACTIVE RELEASE:

In addition, Council will make as much other information as possible publicly available in an appropriate manner, including on its website. The information will be available free of charge or at the lowest reasonable cost. Such other information includes frequently requested information or information of public interest that has been released as a result of other requests.

**3. INFORMAL RELEASE:**

Access to information which is not available as mandatory Release or Authorised Proactive Release information may be provided through Informal Release. In this regard, application should be made to Council by submitting the appropriate informal Access to Information application form. Council will endeavour to release information in response to such a request, subject to any reasonable conditions as Council deems fit to impose. Council will endeavour to meet these requests within a 15 day period having regard to circumstances of the case and availability of staff.

**4. FORMAL ACCESS APPLICATION (available at <https://www.walgett.nsw.gov.au/council/access-to-information/access-application-form/>)**

Notwithstanding the lodgement of an informal application, Council may require a formal access application to be submitted where the information sought:

- Is of a sensitive nature that requires careful weighing of the considerations in favour of and against disclosure, or
- Contains personal or confidential information about a third party that requires consultation, or
- Would involve an unreasonable amount of time and resources to produce.

To make a formal request for access to information a "Formal Access to Information" application form should be completed. In accordance with the GIPA Act, an application fee of \$30.00 is payable, and additional processing charges may be applicable.

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- It must be in writing sent to or lodged at an office of the agency concerned,
- It must clearly indicate that is an access application made under the GIPA Act,
- It must be accompanied by a fee of \$30 (the Formal Application fee is defined in the GIPA Act and does not include GST),
- It must state a postal address in Australia as the address for correspondence in connection with the application,
- It must include such information as is reasonably necessary to enable the information applied for to be identified.

Refer Section 41 of the GIPA Act 2009

An acknowledgement of such application will be provided by Council within five working days.

Any fees for photocopies of information provided under the GIPA Act are listed in Council's Fees & Charges.

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Decisions made about access to information can be reviewed either by a more senior Council Officer to the officer who made the access determination or by an external body such as the NSW Information Commissioner or the Administrative Decisions Tribunal. Time limits apply to any application for review. In the case of an internal review the application must be made within 20 days after notice of the determination is given while a request for an external review must be submitted within 8 weeks after notice of the determination is given.

You do not need to request an internal review as a first step in applying for an external review however if it is a third party is seeking a review then they will need to ask firstly for an internal review before applying for an external review per Section 89(2) of the GIPA Act 2009.

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Your application for internal review must be made within 20 working days after the date of the written notice of the decision and be accompanied by the required fee of \$40.

Further an agency must make its decision on an internal review and give the applicant notice of the agency's decision within 15 working days (the **review period**) after the agency receives the application for internal review.

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

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The Information Commissioner may change or confirm the decision made on your application or try to mediate a settlement between parties.

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Enquires should be addressed as follows:

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Additional information regarding your rights to access information can be obtained by contacting the Office of the Commissioner as follows:

Free call telephone: 1800 472 679 between 9am and 5pm Monday to Friday (excluding public holidays)

Email: [ipcinfo@ipc.nsw.gov.au](mailto:ipcinfo@ipc.nsw.gov.au)  
Website: [www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au)  
Postal Address: GPO Box 7011 SYDNEY 2001



### **Policy and Procedure Review History**



| Date         | Changes Made     | Reviewed By                           |
|--------------|------------------|---------------------------------------|
| June 2011    | Policy developed | Don Ramsland – General Manager        |
| October 2022 | Complete Review  | Tony Hughes – Chief Financial Officer |
|              |                  |                                       |





**WALGETT SHIRE COUNCIL**

**GOVERNMENT INFORMATION**

**(PUBLIC ACCESS) ACT 2009**

# **PUBLICATION GUIDE**

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## STRUCTURE AND FUNCTIONS OF COUNCIL

### **Introduction:**

Located in north-west New South Wales, Walgett Shire covers an area of 22,000 square kilometres. Geologists and tourists from all around the world are drawn to the amazing landscape of the Walgett Shire. Walgett Shire embraces the fertile black soil plains of northern NSW through to the clay encrusted rocky mounds that house the most precious gemstone for the region - the black opal, Australia's National Gemstone. The region sits on top of the precious Artesian Basin that provides hot spring water to established public baths. The town and villages of the shire comprise of Walgett, Lightning Ridge, Collarenebri, Rowena, Carinda, Cumborah, Grawin, Cryon, Come-by-Chance and Burren Junction - all provide wonderful opportunities to experience real country lifestyles. The Council delivers a wide range of services to vibrant and diverse communities.

The Barwon, Namoi, Macquarie, Castlereagh, Narran and Moonie rivers pass through the Shire and the dominant landform consists of floodplains of unconsolidated alluvium with an elevation between 120 and 145m above sea level. In the northern portion of the shire there are a number of ridges composed of weathered sedimentary rocks that reach a maximum elevation of about 160m above sea level.

The climate of the region is semi-arid and peak monthly rainfall usually occurring in summer and a smaller peak from May to July. Average daily temperatures, considered on a monthly basis, show a minimum of 5 degrees celsius in July and a maximum of 35 degrees celsius in the summer months.

Aboriginal culture has a special place in Walgett Shire. Dynamic Aboriginal communities are in our towns and places of historical and cultural significance are dotted across the entire area. Walgett Shire includes Gamilaraay, Kamilaroi, Yuwaalaraay, Wailwon and Ngaylimba tribes. Kamilaroi has been used to name the tourist drive that extends from Quirindi through to Bourke, via Walgett. We are proud to note it is the only indigenous named touring route in NSW.

Walgett Shire Council boasts beautiful waterways, fishing, bird watching, fossicking and amazing landscapes.

### **Basis of Constitution:**

Walgett Shire Council is constituted under the Local Government Act 1993.

### **Vision Statement:**

That the community utilise the opportunities that arise from our environment, to improve their quality of life, while embracing its ethnic and social diversity to the benefit of all.

**Business Ethics Policy:**

Walgett Shire Council seeks to promote integrity, ethical conduct and accountability through our work practices and standards by ensuring that the services provided to its customers is provided in a manner consistent with sound business principles and in the most ethical and economically favourable way.

**Mission Statement:**

Walgett Shire Council will: -

- Provide focused and ethical leadership to the community.
- Deliver quality services and efficient management of Council infrastructure.
- Provide a planning and regulatory context in which the community can remain sustainable, prosperous and vibrant.
- Promote the Shire as a great place to live, work and visit.
- Lobby Governments to ensure that appropriate levels of support are provided for health, education, employment, housing and infrastructure development and maintenance.
- Co-operate with other bodies in the sharing of specialist resources.
- Work within Council's Code of Conduct and Code of Meeting Practice to ensure practices are ethical, fair, accountable and equitable.

## ORGANISATIONAL STRUCTURE

The Council is an undivided area, with nine (9) Councillors including the Mayor. Council is elected every 4 years. The election of the Mayor is elected annually in September by the elected members.

The role of the Councillors, as members of the body corporate are:

- To direct and control the affairs of the Council in accordance with the Local Government Act 1993 and other applicable legislation;
- To participate in the optimum allocation of the Council's resources for the benefit of the area;
- To play a key role in the creation and review of the Council's policies, objectives and criteria relating to the exercise of the Council's regulatory functions;
- To review the performance of the Council and its delivery of services, management plans and revenue policies of the Council;

The role of a Councillor is, as an elected person

- To represent the interests of the residents and ratepayers;
- To provide leadership and guidance to the community;
- To facilitate communication between the community and the Council.

The Mayor presides at meetings of the Council, carries out the civic and ceremonial functions of the office, exercises in cases of necessity, the decision making functions of the body politic between meetings and performs any other functions that the Council determines.

The Principal Officer of the Council is the General Manager. The General Manager is responsible for the efficient operation of the Council's organisation and for ensuring the

implementation of Council decisions. The General Manager is also responsible for the day to day management of the Council, the exercise of any functions delegated by the Council, the appointment, direction and where necessary, the dismissal of staff, as well as the implementation of Council's Equal Employment Opportunity Management Plan. To assist the General Manager in the exercise of these functions, there are four (4) Directorates of Council. These Directorates are Corporate Services, Planning & Regulatory Services, Director Urban Infrastructure Services, Director Rural Infrastructure & Support Services





## HOW COUNCIL FUNCTIONS AFFECT MEMBERS OF THE PUBLIC

As a service organisation, the majority of the activities of Walgett Shire Council have an impact on the public. The following is an outline of how the broad functions of Council affect the public.

**Service Functions:** affect the public as Council provides services and facilities to the public. These include provisions for

- Libraries
- Agency to the Community of Collarenebri
- Tourist Information Centres
- Youth Services
- Cultural and information Services
- Aging & Disability Services Plan of Management
- Social Planning
- Facilities for Hire
- Parks and Recreation Facilities
- Water and Sewerage works and facilities
- Environmental protection and improvement facilities
- Drainage works
- Road Works
- Assistance to business and community organisations
- Yearly Celebrations – Australia Day – Awards – Citizenship ceremonies
- Involvement and representation in Community activities

Any person or organisation can contact Council and request new services, changes or additions to existing services and these requests are considered by Council and appropriate actions is taken subject to available resources and Council Policy.

**Regulatory functions:** aim to enhance the quality of the built and natural environment by placing restrictions on developments and buildings to ensure that they meet certain requirements and will not endanger the lives and safety of any person. In addition, ranges of regulations govern activities to ensure our natural and built environment is protected and managed.

Members of the public should be aware of and comply with these regulations. Council also adopts local policies in relation to certain aspects of approval, environmental management orders and building certificates. In cases where local policies are involved you can request a view of such policies, or a review of determinations made either under the Act or in accordance with Council policy.

**Ancillary Functions:** Ancillary functions generally only affect some members of the community. These functions include for example, the resumption of land or the power for Council to enter onto a person's land. In these circumstances only the owner of the property would be affected.

**Revenue functions:** affect the public directly in that revenue from rates and other charges paid by the public is used to fund services and facilities provided to the community.

**Administrative functions:** do not necessarily affect the public directly but have an indirect impact on the community through the efficiency and effectiveness of the service provided.

**Enforcement Functions:** only affect those members of the public who are in breach of certain legislation. This includes matters such as non payment of rates and charges, unregistered dogs and matters relating to pollution.

**Community planning and development functions:** affect areas such as cultural development, social planning and community profile and involves:

- Advocating and planning for the needs of our community. This includes initiating partnerships, participating on Regional, State or Commonwealth working parties and preparation and implementation of the Community Plan.
- Providing support to community and sporting organisations through provision of grants, training and information.
- Facilitating opportunities for people to participate in the life of the community through the conduct of a range of community events such as NAIDOC week, Youth Week, Children's Week, as well as promoting events of others.

## HOW CAN PUBLIC PARTICIPATE IN THE WORK OF COUNCIL?

Councils in New South Wales are elected every four years. The next elections are to be held in September 2012.

At each election, voters elect nine(9) Councillors including Mayor for a four year term. All residents of the area who are on the electoral roll are eligible to vote. Property owners who live outside of the area and rate paying lessees can also vote, but must register their intention to vote on the non-residential roll. Voting is compulsory.

Residents are able to raise issues with, and make representation to, the elected Councillors. The Councillors, if they agree with the issue or representation, may pursue the matter on the resident's behalf thus allowing members of the public to influence the development of policy.

Council encourages members of the community of the Walgett Shire to participate in the decision making process of the Council and provides the following procedures which in part relate to the requirements stipulated in the Local Government Act 1993 (as amended).

Members of the public are able to attend Council meetings (fourth Tuesday of each month except January) in the various communities of the Shire. All proposed meeting dates and places are available for viewing on the Walgett Shire Website.

Public participation is permitted for business before the Council when in Open Council, and at the Closed Council meeting for confidential items. This does not allow the public to participate in respect to Petitions, which are "information only" items, nor individual tenders to participate in respect to tenders, nor in respect to reports concerning investigations of allegations of Code of Conduct violations by Councillors, the General Manager or other Council employees.

Several Council Committees include members of the public. Some of these committees are:

- Code of Conduct Committee
- Local Precinct Committees
- Local Emergency Management Committee
- Community Working Parties

## **TYPES OF INFORMATION HELD BY COUNCIL AND HOW TO ACCESS IT**

Walgett Shire Council holds information in respect of the wide range of functions undertaken by it and information which is pertinent to different issues relating to the Walgett Local Government Area.

Some of this information is available for inspection as a requirement of certain legislation, some documents are available for purchase, whilst others are available free of charge.

Under the Government Information (Public Access) Act 2009 there is a right of access to certain information held by Council unless there is an overriding public interest against disclosure of the information. There are four main ways in which Council will provide access to information:

1. Mandatory Proactive Release
2. Authorised Proactive Release
3. Informal Release
4. Formal Access Applications

Any applications under the Government Information (Public Access) Act 2009 (GIPA) will be processed in accordance with the Act's requirements and a determination made to release the information or refuse access on the basis of an overriding public interest against disclosure.

Council will assess requests for access to information having regard to:

- Government Information (Public Access) Act 2009
- Privacy and Personal Information Protection Act 1998
- Health Records and Information Privacy Act 2002
- State Records Act 1998
- Local Government Act 1993
- Environmental Planning and Assessment Act 1979
- Companion Animals Act 1998

and any other relevant legislation and guidelines as applicable.

### **1. MANDATORY PROACTIVE RELEASE:**

Under Section 6 of the GIPA Act, Council must make its "open access information" publicly available unless there is an overriding public interest against disclosure of the information. Open access information is required to be published either on Council's website or available for free inspection at Council and for copying (with reasonable photocopying charges



applying), unless to do so would impose an unreasonable additional cost on Council, or would be contrary to the public interest or the Information Commissioner's guidelines.

Open access information is defined in Section 18 of the GIPA Act and includes:

- Council's policy document displayed on Council's website
- A publication guide which contains information about Council's structure and functions and lists the type of information that is publicly available on Council's website
- A disclosure log of formal access applications which includes release of information that Council believes may be of interest to other members of the public – available on Council's website
- A register of contracts worth more than \$150,000 which Council has with private sector bodies available for viewing or by request from Council office
- A record of open access information that Council has not made publicly available on the basis that there is an overriding public interest against disclosure
- Such other information that may be prescribed by the GIPA Regulation as open access information.

In respect of the last dot point above, Schedule 1 of the GIPA Regulation requires that Council provide open access to the following:

#### **1.1 Information about Council**

Available on Walgett Shire Council Website: [www.walgett.nsw.gov.au](http://www.walgett.nsw.gov.au)

- The model code prescribed under section 440 (1) of the Local Government Act
- Council's adopted Code of Conduct
- Code of Meeting Practice
- Annual Report – containing Annual Financial Reports and Auditor's Report
- Management Plan
- EEO Management Plan
- Policy concerning the payment of expenses Incurred by, and the Provision of Facilities to, Councillors
- Register of current Declarations of Disclosures of Political Donations
- Agendas and Business Papers, minutes of any meetings for any meeting of Council or any Committee of Council (but not including business papers for matters considered when part of a meeting is closed to the public)
- Annual Reports of Bodies Exercising Functions Delegated by Council
- Any Codes referred to in the Local Government Act
- Disclosure of the Interests by Councillors, Designated Persons and Delegates
- Departmental Representative Reports presented at a meeting of Council



- Land Register
- Register of Investments
- Register of Delegations
- Register of Graffiti Removal Works
- Register of Voting on Planning Matters

### **1.2 Plans and Policies**

- Local Policies adopted by council concerning approvals and orders
- Plans of Management for Community Land
- Environmental Planning Instruments, Development Control Plans and Contributions Plans and Contribution Plans

### **1.3 Information about Development Applications**

Development Applications and any associated information received in relation to a proposed development.

- Home Warranty Insurance documents
- Construction Certificates
- Occupation Certificates
- Structural Certification Documents
- Town Planner Reports
- Submissions received on Development Applications
- Heritage Consultant Reports
- Tree Inspections Consultant Reports
- Acoustic Consultant Reports
- Land Contamination Consultant Reports
- Records of decisions on Development Applications including decisions on appeals
- Records describing general nature of documents that Council decides to exclude from public view including internal specifications and configurations, and commercially sensitive information.

### **1.4 Approvals, Orders and Other Documents**

- Applications for approvals under part 7 of the Local Government Act.
- Applications for approvals under any other Act and any associated documents received.
- Records of approvals grants or refused, any variation from Council Policies with reasons for the variation, and decisions made on appeals concerning approvals.
- Orders given under Part 2 of Chapter 7 of the Local Government Act, and any reasons given under section 136 of the Local Government Act.
- Orders given under the Authority of any other Act.

- Records of Building Certificates under the Environmental Planning and Assessment Act 1979.
- Plans of land proposed to be compulsorily acquired by Council
- Compulsory Acquisition Notices.
- Leases and Licenses for use of Public Land classified as Community Land.

### 1.5 Register of Government Contract

Council is required to keep a register of all contracts valued at \$150,000 (incl GST) or more, which are entered into with a private sector entity for a project, goods and services or the sale, purchase or lease of real property. This Register can be accessed on Council's website.

The Register is updated when a new contract is signed. Council will keep contracts on the register only for the "public access period", which under Section 34 (2) of the GIPA Act being:

- (a) 30 days.
- (b) the period until the project to which the contract relates is complete, the goods and services concerned have been provided under the contract, the term of the lease has expired or the real property has been transferred.

### 1.6 Disclosure Log

Council is also required to maintain a disclosure log (see Section 25 of GIPA Act). The log records information released under a formal access application that is considered to be of interest to the wider public. The release of information is subject to the public interest test and each request is considered on a case by case basis. Under the GIPA Act, information that is a sensitive nature (for example personal information) or considered commercial-in-confidence will be removed from the documents prior to their release.

Applicants who have made a formal request for access to information can object to inclusion in Council's disclosure log.

Council's disclosure log can be accessed on Council's website.

### 1.7 Policy Documents

Section 23 of the GIPA Act defines what constitutes a policy document. These include:

- A document containing interpretations, rules, guidelines, statements of policy, practices or precedents.
- A document containing particulars of any administrative scheme

- A document containing a statement of the manner, or intended manner of administration of any legislative instrument or administrative scheme.
- A document describing the procedures to be followed in investigating any contravention or possible contravention of any legislative instrument or administrative scheme,
- Any other document of a similar kind.

Council's Access to Information page [can be found online at Access to Information – Walgett Shire Council](#).

Council is also committed to ensuring all the information required by the GIPA Act as open access information is available. Where any of the above open access information is not made available on council's website, it will be made available for viewing at Council's administration offices during normal business hours. Copies of the information will also be available for a reasonable copying charge.

**The above documents are available to view or request a copy at Council Office, 77 Fox Street, Walgett between 9.00am and 4.30pm Monday to Friday phone: 0268 281 399**

## **2. AUTHORISED PROACTIVE RELEASE:**

In addition, Council will make as much other information as possible publicly available in an appropriate manner, including on its website. The information will be available free of charge or at the lowest reasonable cost. Such other information includes frequently requested information or information of public interest that has been released as a result of other requests.

## **3. INFORMAL RELEASE:**

Access to information which is not available as mandatory Release or Authorised Proactive Release information may be provided through Informal Release. In this regard, application should be made to Council by submitting the appropriate informal Access to Information application form. Council will endeavour to release information in response to such a request, subject to any reasonable conditions as Council deems fit to impose. Council will endeavour to meet these requests within a 15 day period having regard to circumstances of the case and availability of staff.

## **4. FORMAL ACCESS APPLICATION (available at <http://www.walgett.nsw.gov.au/council/73124.html>)**

Notwithstanding the lodgement of an informal application, Council may require a formal access application to be submitted where the information sought:

- Is of a sensitive nature that requires careful weighing of the considerations in favour of and against disclosure, or
- Contains personal or confidential information about a third party that requires consultation, or

- Would involve an unreasonable amount of time and resources to produce.

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Refer Section 41 of the GIPA Act 2009

An acknowledgement of such application will be provided by Council within five working days.

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For further information about accessing Council information, including considerations against disclosure, time limits and rights to review, please refer to Council's Access to Information Policy.

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Enquires should be addressed as follows:

The General Manager  
Walgett Shire Council  
PO Box 31  
WALGETT NSW 2832  
Email: [admin@walgett.nsw.gov.au](mailto:admin@walgett.nsw.gov.au)  
Telephone: 0268 281 399

Additional information regarding your rights to access information can be obtained by contacting the Office of the Commissioner as follows:

Fee call telephone: 1800 INFOCOM (1800 463 626) between 9am and 5pm Monday to Friday (excluding public holidays)  
Email: [oinfo@oic.nsw.gov.au](mailto:oinfo@oic.nsw.gov.au)  
Website: [www.oic.nsw.gov.au](http://www.oic.nsw.gov.au)  
Postal Address: GPO Box 7011, SYDNEY, 2001





## WORKING FROM HOME

### POLICY AND PROCEDURE

Approval/Adoption Date:  

Next Review Date: November 2011 October 2025

Responsible Officer: Director Corporate and Community Services  
Human Resources Manager

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#### Policy Statement

Walgett Shire Council recognises that, on occasion, there may be requirement for a staff member/s to work from home and is committed to ensuring any such arrangement is considered effective, productive and efficient for both Council and its stakeholders. -----

#### **Objective**

To provide staff with guidelines for any work undertaken at home where there is mutual agreement between a staff member and their Departmental Director with the approval of the General Manager, and a mutual benefit for staff and Council.

#### **Council Policy Reference**

~~Flexible Work Practices~~

#### **Statutory Requirements**

NSW Local Government Act 1993  
Local Government (State) Award 2021<sup>107</sup>  
Occupational Health and Safety Act 2011<sup>100</sup>

#### **Related Policy/Procedure**

Flexible Work Practices  
Equal Employment Opportunity  
Conditions of Employment  
Time in Lieu

WSC - Procedure – Working from Home

## 1. Introduction

- 1.1 Under properly managed conditions, working from home arrangements can achieve significant productivity and other benefits for both Council and its staff.
- 1.2 An arrangement to work from home is not an entitlement or the right of a staff member. Such an arrangement can only occur by mutual agreement between a staff member and their Departmental Director and with the approval of the General Manager. Council is under no obligation to approve a request from a staff member to enter into a working from home arrangement, and a staff member cannot be directed to work from home.
- 1.3 A staff member or their supervisor can initiate discussion about entering into a working from home arrangement. Where both parties agree to such an arrangement, a Working from Home Agreement (Agreement), as set out at Annexure A of these procedures, shall be entered into by the parties.

## 2. Eligible Positions

- 2.1 Where a staff member makes a request to enter into a working from home arrangement, the following details (which are not intended to be exhaustive) will be considered by the relevant Director:
  - (i) type and amount of work to be undertaken;
  - (ii) efficiencies in completing the work;
  - (iii) supervision required to complete the work;
  - (iv) affect on the provision of customer service; and
  - (v) maintenance of team-based approach and currency of knowledge.
- 2.2 Positions that may not be considered appropriate for home-based work include those that:
  - (i) carry full-time supervisory responsibilities;
  - (ii) are part of a team and require regular face-to-face contact on a daily or regular basis with other team members;
  - (iii) provide face-to-face client service to staff (or others); or
  - (iv) require close supervision.

## 3. Hours of Work / Overtime

- 3.1 The amount of time spent each week working from home shall be negotiated and agreed between the staff member and their Departmental Director. The hours of work of the staff member shall be set out in the Agreement. An Agreement will generally be for a period of up to six (6) months in the first instance and subject to review approximately four (4) weeks prior to its expiration.
- 3.2 A record of the hours worked at the designated site shall be maintained on Council's standard electronic timesheet on a daily basis by the staff member and in accordance with the WSC Flexitime Agreement. Overtime may be worked, provided that the overtime is approved in advance by the appropriate authorising officer. A meal allowance shall not normally be paid for overtime worked at a designated site.

## 4. Monitoring Work

- 4.1 The Director and the staff member will establish and implement an agreed method that will enable the work performed by the staff member at the designated site to be monitored. The agreed method of monitoring work shall form part of the Agreement.

WSC - EMPLOYEE – WORKING FROM HOME

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**5. Approval of Agreement**

- 5.1 All applications to enter into an Agreement must be approved in advance by the Departmental Director.
- 5.2 The Departmental Director shall ensure that all requirements set out in the Agreement are completed and all signatures recorded before forwarding the Agreement to Human Resources for filing.
- 5.3 Until such time as the General Manager has approved an application for an Agreement, the staff member shall continue to work at their usual place of employment.

**6. Termination of Agreement**

- 6.1 The General Manager, Departmental Director or the staff member may terminate an Agreement by the giving of written notice of not less than two (2) weeks.

## Annexure A – Working from Home Agreement



### Working from Home Agreement

Name \_\_\_\_\_

Position \_\_\_\_\_

Department \_\_\_\_\_

Director \_\_\_\_\_

#### 1. GENERAL

- 1.1 This *Working from Home Agreement* (the "Agreement") is entered into on a voluntary and co-operative basis.
- 1.2 The parties to this agreement are Walgett Shire Council and the above named staff member.
- 1.3 The designated home based work site (the "designated site") is located at:

\_\_\_\_\_

\_\_\_\_\_  
(Address and identified area of designated site)

- 1.4 An occupational health and safety assessment of the designated site has been conducted. The details of this assessment are set out in Schedule 5 of this Agreement.
- 1.5 Subject to approval by the General Manager, this Agreement shall take effect on \_\_\_\_\_.
- 1.6 Subject to either of the parties exercising the termination provisions contained in this Agreement, the Agreement shall remain in place until \_\_\_\_\_ and shall be reviewed on \_\_\_\_\_.

#### 2. CONDITIONS OF EMPLOYMENT

- 2.1 The terms and conditions of employment that apply to the staff member party to this Agreement (the "staff member"), at their usual place of employment shall also apply to the staff member at their home-based work site ("designated site"). In particular, the following conditions will not be altered by this Agreement:
  - (i) any applicable legislation, awards or agreements; and
  - (ii) level of position and related remuneration.

WSC - ~~Procedure~~ - working from Home

- 2.2 All Council policies and procedures that apply at the staff member's usual place of work, and to the staff member's performance of their official duties shall, as far as practicable, apply to the staff member in carrying out work at the designated site.
  - 2.3 Council and the staff member engaged in work at a designated site may by mutual agreement vary the terms and conditions of the Agreement that relate to:
    - (i) the amount of time to be worked at the designated site;
    - (ii) furniture and equipment to be used by the staff member in the course of carrying out work at the designated site;
    - (iii) percentage of costs distribution between Council and the staff member where the staff member uses their equipment in carrying out work at the designated site;
    - (iv) monitoring of work arrangements; or
    - (v) notice of termination of agreement.
  - 2.4 Any variation(s) shall form part of this Agreement and shall be in writing in the form set out at Schedule 3 - Variations to the Working from Home Agreement.
- 3. DUTIES AND RESPONSIBILITIES, HOURS OF WORK AND MONITORING**
- 3.1 Details of the staff member's duties and responsibilities, timelines and outcomes of work arrangements are set out in Attachment 2 of this Agreement.
- 4. NOTIFICATION OF ABSENCE FROM WORK**
- 4.1 A staff member shall notify their supervisor of any absence from work in the same manner as if they were absent from their normal place of work.
  - 4.2 Absences from work are subject to the applicable provisions of the Local Government (State) Award.2007.
- 5. FAMILY AND PERSONAL RESPONSIBILITIES**
- 5.1 Where the staff member has family or other personal responsibilities, such as the care of a member of their immediate family or household, the staff member shall be required to manage these responsibilities in a way that enables them to effectively meet their work obligations and responsibilities.
  - 5.2 Working from home arrangements are not intended to provide a staff member with the ongoing opportunity to simultaneously carry out their work related duties as well as their responsibilities as a carer.
- 6. OCCUPATIONAL HEALTH AND SAFETY**
- 6.1 Council shall be responsible for the health, safety and welfare of the staff member at the designated site. Council will ensure that the site and equipment to be used is in accordance with the provisions of the *Occupational Health and Safety Act (NSW) 2011* and other safety requirements. Council shall be responsible for all approved costs associated with compliance.
  - 6.2 Council shall ensure that the designated site conforms to acceptable Occupational Health and Safety (OHS) standards and that the staff member working from home is aware of the need to maintain a safe working environment at all times. Details of the assessment made by Council of the designated site are set out at Schedule 5 - Occupational Health and Safety Assessment of Designated Site of this Agreement.



WSC – PROCEDURE – WORKING FROM HOME

- 6.3 The staff member shall not be permitted to continue working from home where an assessment of the designated site indicates that such a site is not safe for the work to be performed.
- 6.4 The staff member shall co-operate with Council in all measures to ensure that the designated site conforms to acceptable Occupational Health and Safety standards.
- 6.5 The staff member shall allow Council access to inspect the designated site. In such circumstances, Council shall give the staff member not less than 24 hours of notice of the time of the intended inspection. Such notice may be given verbally or in writing (including email). This inspection will only take place within designated working hours, unless the staff member agrees to an inspection being carried out at an agreed time outside of such hours. Council may inspect the designated site with an appropriately qualified person to ensure that Council complies with its statutory obligations to provide for the health, safety and welfare of the staff member.
- 6.6 The staff member shall, subject to the notice provisions set out at subclause 6.5 of this agreement, allow a duly appointed WorkCover Inspector or a representative of Council's Occupational Health and Safety Committee to enter the designated site in the event of a dispute arising on an issue of health, safety or welfare of the staff member for the sole purpose of resolving the dispute. In such circumstances, the staff member may have a union representative or third party present during such visits.
- 6.7 Council shall provide the staff member with a first aid kit type C as defined in the applicable occupational health and safety regulations. The staff member agrees to ensure that the kit is kept at the designated site and to notify Council if any item requires replacement.
- 6.8 The staff member agrees to notify their immediate supervisor of any work related accident, injury, illness or disease arising out of home-based work. For the purpose of defining work related accidents, the staff member's hours of work shall conform to the work arrangements set out in the Agreement.
- 6.9 Council's workers compensation liability shall be limited to injury or illness sustained by the staff member during the carrying out of their work related duties and responsibilities.
- 6.10 Council disclaims all liability in regard to damage or injury that may be sustained at the designated site by a third party, who is not a staff member of Council.
- 7. EQUIPMENT**
- 7.1 A list of the furniture and/or equipment (including software) to be used by the staff member in the course of carrying out work at the designated site, including details of ownership of and responsibility for the items, is set out in Schedule 2 of this Agreement.
- 7.2 All equipment owned by Council will remain the property of Council. Subject to the notice provisions set out at subclause 6.5 of this Agreement, the staff member shall allow Council access to the designated site during hours of work to inspect, service, repair, replace or remove the equipment.
- 7.3 Equipment belonging to Council and for use by the staff member at the designated site shall be used solely for the purposes of Council's work by the staff member only.
- 7.4 Council will maintain its furniture and/or equipment (including software) used by the staff member at the designated site.
- 7.5 The staff member shall notify Council of any problems or difficulties that arise with the operation of the equipment.



WSC - ~~Procedure~~ - working from Home

- 7.6 Council shall maintain an insurance policy in respect of the furniture and/or equipment owned by Council and used to carry out work for Council at the designated site.
- 7.7 Schedule 2 of this Agreement sets out as applicable, the details of equipment owned by the staff member that is to be used at the designated site for Council's work. The percentage distribution of costs for maintenance, repair and insurance of the equipment as agreed between Council and the staff member are also set out in Schedule 2 of this Agreement.
- 7.8 The staff member shall be responsible for any building, painting, carpeting or renovation costs relating to the maintenance of the designated site.

## 8. COMMUNICATION

- 8.1 The staff member while working at the designated site shall remain contactable (via conventional business medium, eg: phone, email) and be available for communication, including teleconference meetings, during the periods in which home-based work is undertaken.
  - 8.2 Subject to the requirements set out at subclause 8.3 of this Agreement, Council shall pay the following communication costs incurred by the staff member in carrying out their work obligations and responsibilities at the designated site:
    - (i) ~~partial~~ reimbursement of the monthly services charges on the staff member's private telephone line. The amount payable shall be proportional to the number of hours worked by the staff member at the designated site during that month;
    - (ii) ~~all~~ telephone and facsimile calls made by the staff member in performing their work; and
  - 8.3 The staff member shall maintain a daily record of the details of telephone calls made and facsimile sent in the performance of their work at the designated site. The record ~~shall be maintained~~ on a copy of the form set out at Schedule 4 - Communication Costs. The staff member shall submit the completed form and the original accounts to Council for payment at the end of each billing cycle.
- ## 9. SECURITY OF EQUIPMENT AND INFORMATION
- 9.1 The security of equipment held by the staff member at the designated site shall be the same as that which applies at the staff ~~member's~~ usual place of employment. The staff member shall take all reasonable precautions necessary to secure Council's furniture and/or equipment (including software) at the designated site.
  - 9.2 A staff member shall take every reasonable precaution to ensure the security and confidentiality of all work related information and communications (eg: documents, data and messages) held at the designated site. Where a staff member becomes aware that the security or confidentiality of such material has been breached he or she shall report the matter ~~without delay~~ to their immediate supervisor.
  - 9.3 All records created by the staff member at the designated site belong to Walgett Shire Council and are State records under the *State Records Act 1998*. Ownership of records resides Walgett Shire Council

## 10. TERMINATION OF AGREEMENT

- 10.1 The Departmental Director, General Manager or the staff member may terminate an Agreement by giving written notice of not less than two (2) weeks.

### Acceptance by Staff Member

I \_\_\_\_\_ have read and understood the terms and conditions set out in this Agreement and acknowledge that the Agreement shall not take effect until it has been approved by the General Manager, and that the Agreement may be terminated by either party in accordance with the termination provisions set out in this Agreement.

I agree to comply with the terms and conditions of this agreement.

\_\_\_\_\_  
Signature of Staff Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Witness

### Agreement Recommended by

\_\_\_\_\_  
Signature of Director

\_\_\_\_\_  
Date

Approved YES / NO

\_\_\_\_\_  
General Manager's Signature

\_\_\_\_\_  
Date

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**Schedule 1 – Duties and Responsibilities, Hours of Work & Monitoring**

| Duties and Responsibilities | Expected Outcomes | Due Date / Timeline |
|-----------------------------|-------------------|---------------------|
|                             |                   |                     |

**Hours of Work to be Performed**

| Day       | Start Time | Finish Time | Start Time | Finish Time |
|-----------|------------|-------------|------------|-------------|
| Monday    |            |             |            |             |
| Tuesday   |            |             |            |             |
| Wednesday |            |             |            |             |
| Thursday  |            |             |            |             |
| Friday    |            |             |            |             |

Or, alternatively

Total Hours to be performed per week, in accordance with Council's Flexitime agreement:

\_\_\_\_\_

**Monitoring**

Work will be directly supervised by \_\_\_\_\_

Position \_\_\_\_\_

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**Schedule 2 – Furniture and Equipment**

The following items of furniture and equipment will be used by the staff member in performing work at the designated site.

| Description of Equipment | Serial Number | Owner | Percentage of Cost Payable by Council |
|--------------------------|---------------|-------|---------------------------------------|
|                          |               |       |                                       |

### Schedule 3 – Variations to the Working from Home Agreement

Council and the staff member agree to make the following variation(s) to this Agreement to take effect on

Location of the designated site

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Amount of time to be worked at the designated site

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Furniture/equipment to be used by the staff member in the course of carrying out work at the designated site

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Percentage of costs distribution between Council and the staff member where the staff member uses their equipment in carrying out work at the designated site

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Monitoring of work arrangements

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Notice period for termination of agreement

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#### Acceptance by Staff Member

Signature of Staff Member

Date

Signature of Witness

Date

Name of Witness

#### Variation Recommended by

Signature of Director

Date

Approved YES / NO

General Manager's Signature

Date

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**Schedule 4 - Communication Costs**

| <b>Cost to be Reimbursed</b> | <b>Percentage of<br/>Cost Payable<br/>by Council</b> | <b>Amount Payable</b> |
|------------------------------|------------------------------------------------------|-----------------------|
|                              |                                                      |                       |



Schedule 5 – **W**OH&S Checklist

| Checklist                                                                                     | YES | NO |
|-----------------------------------------------------------------------------------------------|-----|----|
| <b>Physical Activity</b>                                                                      |     |    |
| Repetitive actions are not continued for long periods without appropriate breaks              |     |    |
| Breaks involve stretching and changing posture, and possibly alternating activity             |     |    |
| Posture is comfortable and in accordance with office ergonomic guidelines                     |     |    |
| Any lifting, pushing or carrying type task is well within the physical capacity of the person |     |    |
| Trolleys or other mechanisms are used for moving heavy and awkward items                      |     |    |
| <b>Work Environment</b>                                                                       |     |    |
| Level of illumination and location of lighting fixtures are suitable for the work environment |     |    |
| There is adequate natural ventilation                                                         |     |    |
| There is adequate heating in winter                                                           |     |    |
| There is adequate cooling in summer                                                           |     |    |
| Location, size and height of the office furniture is adequate for the tasks required          |     |    |
| Walkways are clear of clutter and trip hazards                                                |     |    |
| The work area is segregated from other hazards in the home eg. hot kitchen surfaces           |     |    |
| <b>Emergency Egress</b>                                                                       |     |    |
| Path to the exit is reasonably direct                                                         |     |    |
| Exit path is clear of bump hazards, trip hazards etc.                                         |     |    |
| Exit path is wide enough                                                                      |     |    |
| Security is sufficient to prevent unauthorised access by intruders                            |     |    |
| <b>Electrical</b>                                                                             |     |    |
| Power boards used in preference to double adapters                                            |     |    |
| Earth leakage circuit protection is in place for work related equipment                       |     |    |
| Electrical equipment used for work is properly tag tested                                     |     |    |
| <b>Individual</b>                                                                             |     |    |
| The workers fitness and health are suited to the tasks to be undertaken                       |     |    |
| Any special needs to ensure health and safety are accommodated                                |     |    |
| <b>Miscellaneous</b>                                                                          |     |    |
| Telephone or other suitable devices are readily available for communications                  |     |    |
| Emergency contact numbers and details are known ie.000 for police, fire, ambulance etc.       |     |    |
| First Aid supplies are available (type C kit minimum requirement (supplied by council))       |     |    |
| Smoke detectors are installed and properly maintained                                         |     |    |

FOUO CONFIDENTIAL FOUO

I (name) \_\_\_\_\_ agree to maintain the designated work area (room)/(area) \_\_\_\_\_ in a clean and safe manner as per the inspection carried out on (date) \_\_\_\_\_ at (address) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature Date

|                 |      |
|-----------------|------|
| Inspectors Name | Date |
| Position        |      |

**Policy/Procedure Review History**

| Date                                | Changes Made           | <del>Approved</del> <u>Reviewed</u> By    |
|-------------------------------------|------------------------|-------------------------------------------|
|                                     | Complete Review        | Ray Kent - General Manager                |
| <u>19<sup>th</sup> October 2022</u> | <u>Complete Review</u> | <u>Michael Urquhart – General Manager</u> |
|                                     |                        |                                           |



## **DEBT WRITE OFF POLICY and PROCEDURE**

~~Approval/Adopted~~ Date:

~~Next~~ Review Date: ~~November 2011~~October 2025

Responsible Officer: ~~Corporate & Community~~Chief Financial Officer

### **POLICY STATEMENT**

Walgett Shire Council has a duty to ensure openness and transparency in its financial management and is committed to the provision of fairness and consistency for all Walgett Shire ratepayers and debtors.

### **OBJECTIVES:**

- To ensure that WSC complies with the NSW Local Government Act 1993 and the Local Government (General) Regulation 2021.
- To provide consistency, fairness, confidentiality and integrity for Walgett Shire Council ratepayers and debtors.
- To provide for regular financial processes to be undertaken in the most efficient and effective manner within the frameworks provided.
- To provide guidelines and/or procedures that will enable Walgett Shire Council staff to operate to best practice standards.

### **Objective**

~~Walgett Shire Council is committed to the provision of fairness, consistency and transparency in dealing with ratepayers and debtors and the write off of outstanding debts.~~

### **Council Policy Reference**

~~Debt Write off Policy~~

### **Statutory Requirements**

Local Government Act 1993

Local Government (General) Regulation 2005 21

Government Information (Public Access) Act 2009

Privacy and Personal Information Protection Act 1998

Australian Accounting Standards

### **Related Policy/Procedure**

Financial Management and Control

Debt Recovery

Privacy and Personal Information Protection

WSC - Procedure – Debt Write Off

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Rates and Charges Levied on Council Owned/Managed Land  
Financial Hardship

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Council References

Delegations of Authority

WSC - Procedure – Debt Write Off

**Debts to the value of \$1,500**

The General Manager is authorised to write off, in writing, individual debt to the value of \$1,500 as set by resolution of Council (CM 220/08).

**Small Debt Write Off**

**End of Financial Year**

1. A small debt is to be considered to be an amount outstanding under \$5 per rate assessment or per Debtor.
2. Under no circumstances are debts to be split to enable them to fall within the definition of Paragraph 1 above.
3. As part of end of financial year processes a report of small debts is to be prepared by the Responsible Accounting Officer.
4. This report must:
  - (a) specify the name of the person whose debt is being written off, and
  - (b) identify the account concerned, and
  - (c) specify the amount of the debt, or must refer to a record kept by the council in which those particulars are recorded.
5. This report is to be presented to the ~~Director Corporate and Community Services~~ Chief Financial Officer, prior to end of year roll over, who will confirm and sign the document.
6. Once the report has been confirmed, the General Manager will counter sign the document.
7. The relevant assessment and/or Debtor will be written off prior to the year end roll over process.

**Debt Write Off**

8. Any debt write off should only be considered after the procedures outlined in AFM – Debt Recovery have been followed where applicable.
9. Any debts to be written off over \$1,500 must be written off by resolution of Council.
10. A detailed report prepared by the Responsible Accounting Officer is to be presented to the ~~Director Corporate and Community Services~~ Chief Financial Officer for confirmation and review. This report must:
  - (a) specify the name of the person whose debt is being written off, and
  - (b) identify the account concerned, and
  - (c) specify the amount of the debt and refer to a record kept by the council in which those particulars are recorded.

Under no circumstances are debts to be split to enable them to be written off.

11. An amount of rates and charges can be written off only:
  - a. If there is an error in the assessment, or
  - b. If the amount is not lawfully recoverable, or
  - c. As a result of a decision of a court, or
  - d. If the council or the General Manager believes on reasonable grounds that an attempt to recover the debt would not be cost effective.



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WSC - Procedure – Debt Write Off

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12. A debt can be written off only:
  - a. If the amount is not lawfully recoverable, or
  - b. As a result of a decision of a court, or
  - c. If the council or the General Manager believes on reasonable grounds that an attempt to recover the debt would not be cost effective.
13. Once reviewed by the ~~Director Corporate and Community Services~~ Chief Financial Officer the debt can be referred to General Manager for an order in writing to write off individual debt under \$1,500.00.
14. The relevant assessment and/or Debtor will be written off in the same month as the report is verified and signed by the General Manager.
15. The ~~Director Corporate and Community Services~~ Chief Financial Officer will prepare a report to Council to advise of any rates and charges written off by written order of the General Manager each quarter when applicable

WSC - Procedure – Debt Write Off

**Policy/Procedure Review History**

| <b>Date</b>         | <b>Changes Made</b> | <b><del>Approved</del> Reviewed By</b>    |
|---------------------|---------------------|-------------------------------------------|
|                     | Complete Review     | Ray Kent - General Manager                |
| <u>October 2022</u> | Reviewed            | <u>Michael Urquhart – General Manager</u> |
|                     |                     |                                           |

### **9.1.5 2022 BURREN JUNCTION PROGRESS COMMITTEE APPLICATIONS**

**REPORTING SECTION:** Executive Services  
**AUTHOR:** Michael Urquhart – General Manager  
**FILE NUMBER:** 22/10/0171

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**Summary:**

The report is presented to Council for consideration of the following residents for membership to the Burren Junction Progress Committee (Section 355).

**Background:**

Section 355 of the Local Government Act 1993 allows Council to delegate authority to individuals or committees to carry out functions on its behalf, or to take the care, control and management of various facilities.

The Burren Junction community group has made a significant contribution to the on-going management and maintenance of one of the shires important tourist attractions and now would like to expand their activities to events and promotion of the area.

At its July 2022 Ordinary meeting Council formalised the formation of the Burren Junction Progress Committee (Section 355) and called for nominations to the Committee.

**Current Position:**

In 2017 the Burren Junction community rallied together to form the Burren Junction Hall Committee to assist with a successful hall refurbishment grant, raise funds to purchase much needed refrigeration equipment for the hall, fencing and to assist with the general maintenance of the hall. The Committee has operated successfully for the past four (4) years.

**Relevant Reference Documents/Policies:**

Local Government Act 1993  
Walgett Shire Council Section 355 Committee Guidelines

**Stakeholders:**

Walgett Shire Council  
Burren Junction Community

**Governance issues:**

Council has the authority to delegate management of the hall and other activities under section 355 of the Local Government Act 1993.

**Financial Implications:**

The 355 Committee operates under the control of Council and will provide a monthly financial report, end of year financials are also lodged with Council for auditing and inclusion in Council's financial statements. When volunteers work for the Committee they also complete a volunteers register of attendance.

Creating a 355 Committee reduces unnecessary expenditure for a community group aiming to assist Council in the management and maintenance of its assets. The Committee members are covered by Council's public liability insurance, accident and volunteer's insurance cover.

**Alternative Solutions/Options:**

Council not approve membership of the applicants to the Burren Junction Progress Committee.

**Conclusion:**

The writer recommends to Council the following applicants be accepted as members of the Burren Junction Progress Committee.

| <b>Burren Junction Progress Committee Applications</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <ol style="list-style-type: none"><li>1. That the General Manager's report be received.</li><li>2. That Council formally agree to the membership of the following people to the Burren Junction Progress Committee:</li></ol> <p>Scott Hardy, Coral Marshall, Catherine Schwager, Robert Schwager, Zachary Barrett, Andrew Schwager, Peter Meppem, Janine Powell, Andrew Tyrna, Susan Marshall, Stephen Gardner, Sharon Shearer, Elizabeth Powell, Philip Powell.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |



**Attachment:**

Nil

### 9.1.6 2022 COMMUNITY SATISFACTION SURVEY RESULTS

**REPORTING SECTION:** Executive Services  
**AUTHOR:** Michael Urquhart – General Manager  
**FILE NUMBER:** 22/10/0172

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**Summary:**

The community satisfaction survey results are presented to Council for its information.

**Background:**

Council in 2020 engaged community research company Micromex Research to undertake a survey to assess the communities overall satisfaction with Councils performance in terms of services and facilities. The survey also identifies the highest priorities for residents and the most valued aspects of the area, and resident attitudes.

The phone survey is a way of collecting information from a sample, a cross section of the community which ultimately represents the view of the whole community. One advantage of the phone survey is it generally has a much higher response than a paper survey as participants can seek clarification and ask questions about the survey.

A large number of Councils in NSW conduct annual satisfaction surveys to check their resident's level of satisfaction with Council's performance, and identify which services need improvement. The survey helps Council compare year on year results and against the NSW regional average.

Micromex carried out the phone survey from 20<sup>th</sup> to 30<sup>th</sup> July 2020 phoning 227 residents on both landline and mobile. The survey questions are generally the same for each LGA and this provides Micromex with a regional data set for comparison.

In summary results of the 2020 survey show the Walgett Shire communities highest priorities as being:

- Roads, and kerb and guttering
- Encouraging tourism
- Water quality and supply
- Improved communication/planning and Council management

The top five (5) services and facilities receiving the highest community satisfaction were:

- Libraries
- Sewerage
- Swimming pools
- Cemeteries
- Council buildings

The five (5) services or facilities receiving the least satisfaction were:

- Unsealed roads
- Development (Economic)
- Town planning
- Sealed roads
- Animals, weeds and pest management

While the most valued aspects of the shire is all about where we live and the environment:

- Community/family/friends
- Freedom/open space

- Atmosphere
- Lifestyle
- Natural environment and climate

**Current Position:**

Micromex carried out a second phone survey from 30<sup>th</sup> August to 13<sup>th</sup> September phoning 301 residents on both landline and mobile. The survey questions are generally the same for each LGA and this provides Micromex with a regional data set for comparison.

In summary results of the survey show the Walgett Shire communities highest priorities as being:

- Sealed roads
- Order and cleanliness
- CBD main streets
- Tourism
- Signage

The top five (5) services and facilities receiving the lowest importance rating community were:

- Council buildings
- Cultural services
- Footpaths
- Libraries
- Indigenous services

The top five (5) services and facilities receiving the highest community satisfaction were:

- Libraries
- Sewerage
- Council buildings
- Parks
- Swimming pools

The five (5) services or facilities receiving the least satisfaction were:

- Unsealed roads
- Sealed roads
- Animals, weeds and pest management
- Town Planning
- Kerb and gutter

While the most valued aspects of the shire is all about where we live and the environment:

- Community/family/friends
- Atmosphere
- Lifestyle
- Natural environment and climate
- Great services/facilities in the LGA

**It's pleasing to see an improvement in the following areas between the 2020 and 2022 surveys:**

**Quality of life** - 85% of residents rate their quality of life as good to excellent. Compared to the 2020 research, residents rated their quality of life, overall, higher, with a significantly higher proportion rating it as excellent. Residents aged 65+ rate their quality of life higher.



**Allocation of funding unsealed roads** - 95% of residents are at least 'somewhat supportive' of allocating additional funds for the re-sheeting of unsealed roads across the Shire – 69% of residents committed to the top code 'very supportive'.

**Overall satisfaction with Council over last 12 months** - 70% of Walgett Shire residents are at least somewhat satisfied with the performance of Council over the last 12 months. Whilst the results are below the Micromex Regional Benchmark score, residents did rate the performance of Council higher than in 2020.

**Relevant Reference Documents:**

NIL

**Stakeholders:**

Walgett Shire Council  
Walgett Shire Community  
Micromex Research

**Governance issues:**

NIL

**Environmental issues:**

NIL

**Financial Implications:**

The budget 22/23 makes provision for \$22,019 for both staff and customer survey expenditure.

**Legal issues:**

No legal issues have been identified.

**Alternative solutions:**

NIL

**Conclusion:**

The survey is an excellent tool used by many LGA's to gauge Council and management performance as viewed by the community.

| Community Satisfaction Survey Results                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the General Managers report detailing the results of the 2022 community satisfaction survey.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachment:**

Micromex presentation.





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## Background & Methodology

### Objectives (Why?)

- Assess and establish community priorities and satisfaction with Council activities, services, and facilities
- Identify the community's overall level of satisfaction with Council performance
- Understand residents' perceived quality of life living in the Walgett Shire LGA
- Identify the community's level of agreement with statements regarding the Walgett Shire Council area

### Sample (How?)

- Telephone survey (landline and mobile) to N = 301 residents
- We use a 5 point scale (e.g. 1 = not at all satisfied, 5 = very satisfied)
- Greatest margin of error +/- 5.7%

### Timing (When?)

- Implementation 30<sup>th</sup> August – 13<sup>th</sup> September 2022

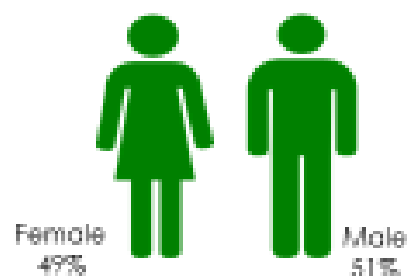


## Sample Profile

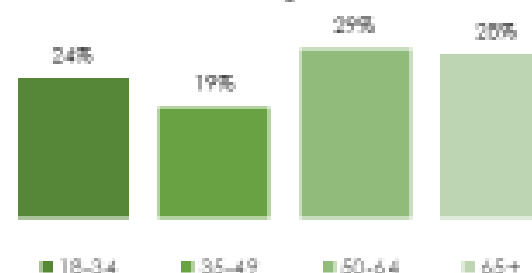
micromex  
research

The sample was weighted by age and gender to reflect the 2021 ABS community profile of Walgett Shire Council.

### Gender



### Age



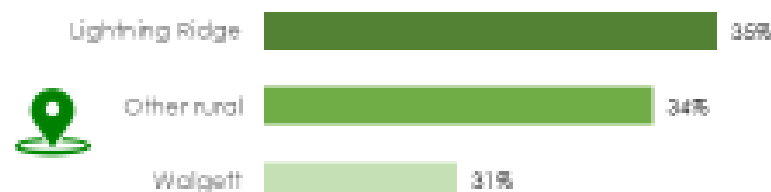
### Time lived in the area



### Ratepayer status



### Location



N=301 Telephone Interviews with Walgett Shire Council residents

Note: For a complete list of suburbs, see Appendix B







## Results in Summary



### What do they love about the area?

Residents most value the community feel and proximity to family/friends in the Walgett Shire. The quiet/relaxed atmosphere and rural lifestyle are also valued by residents in the area.



### What should be prioritised?

When asked what areas should be prioritised in the coming 10 years, residents were overwhelmingly supportive of improvements to road infrastructure and maintenance in the LGA. Residents furthermore believe Council should prioritise its encouragement/promotion of tourism as well as town maintenance and beautification of the town centres.



### What is driving satisfaction?

Council customer service (12.9%) is the key driver of satisfaction, followed by sealed roads (8.1%). If Council can look to improve resident satisfaction in these areas it will positively influence overall community satisfaction.

### Satisfaction with Council's delivery of services/facilities



70% of residents are at least somewhat satisfied with Council's performance over the last 12 months, with satisfaction having improved since 2020. Resident satisfaction with Council's delivery of services/facilities has remained similar to 2020, with increases in satisfaction recorded for parks, sportsgrounds and festivals and events.

### Support for CSP Outcomes



Support was highest for the statements, I feel a part of my local community and Walgett Shire is a good place to live. Residents expressed a high degree of satisfaction with their quality life, with a significantly higher proportion of residents committing to the top code in 2022.

### Future resourcing



Residents expressed a very high degree of support for allocating additional funds to the re-sheeting of unsealed roads across the Shire, which is further evidenced by road maintenance/improvements being the highest priority to residents for the next 10 years and sealed roads found to be the second highest driver of overall satisfaction with Council.

## Summary Scorecard



**Good performance**  
(T3B sat score ≥80%)



**Monitor**  
(T3B sat score 60%-79%)



**Needs improvement**  
(T3B sat score <60%)

| Infrastructure                | Regulatory services                 | Economic support                   |
|-------------------------------|-------------------------------------|------------------------------------|
| Unsealed roads                | Town planning                       | Industry support                   |
| Sealed roads                  | Development approvals               | Tourism                            |
| Footpaths                     | Animals, weeds, and pest management | Caravan parks                      |
| Water supply                  | Rubbish                             | Airports                           |
| Sewerage                      | Council customer service            |                                    |
| Kerb and gutters              |                                     | <b>Town and village appearance</b> |
| Council buildings             | <b>Community services</b>           | Order and cleanliness              |
|                               | Public toilets                      | Signage                            |
| <b>Recreation and culture</b> | Cemeteries                          | Nature strips                      |
| Parks                         | Children's services                 | Attractiveness                     |
| Playgrounds                   | Youth services                      | CBD main streets                   |
| Swimming pools                | Indigenous services                 |                                    |
| Sportsgrounds                 | Cultural services                   |                                    |
| Libraries                     |                                     |                                    |
| Festivals and events          |                                     |                                    |



## 1. Living in Walgett Shire



### Detailed Results

1. Living in Walgett Shire
2. Future Priorities
3. Performance of Council
4. Summary of Council Services & Facilities
5. Comparison to Micromex Benchmarks
6. Disability Inclusion Planning
7. Importance of, and Satisfaction with, Council Services & Facilities – Detailed Analysis

This section explores residents' perceptions of living in the Walgett Shire.



## Most Valued Aspect of Living in Walgett Shire

Q4a. What do you value most about living in the Walgett Shire area?



Base: N = 301

Please see Appendix A for full list of results

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## Most Valued Aspect of Living in Walgett Shire

Q4a. What do you value most about living in the Walgett Shire area?

Community feel/close to family/friends/friendly people (44%)  
Example Verbatim Comments

"I love the community"

"Community spirit"

"Friendliness of the community"

"Sense of community"

"Close to family"

"Community with people  
you can rely on"

"Community and family feel - great  
place to raise children"

"Everyone in the community  
know most people"

"Community know and look after  
each other"

"Community are very welcome  
and lend a helping hand"

"Community and feeling a part of  
community"

"Very friendly people"

"The community, its sense of family"

"Family connections"



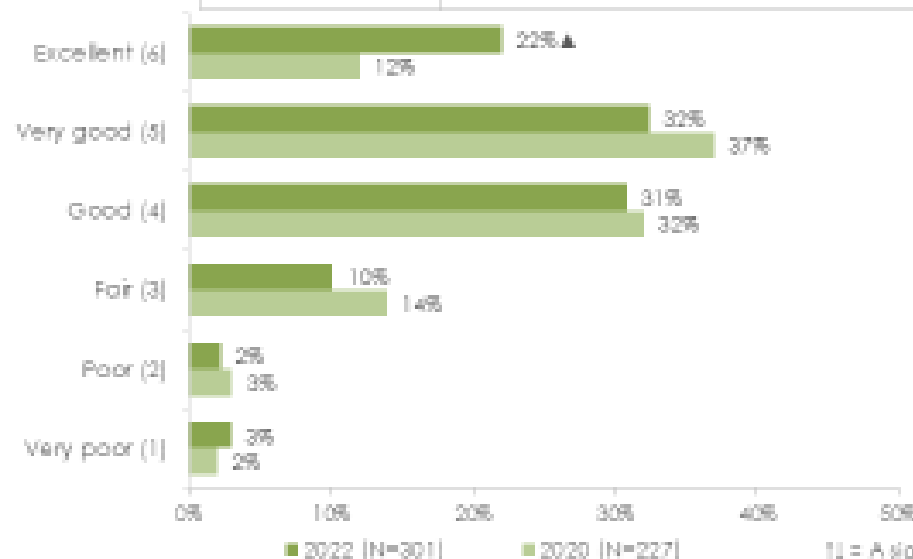


## Quality of Life

Q4b. Overall, how would you rate the quality of life you have living in the shire?

|             | 2022 | 2020 | Male | Female | 18–34 | 35–49 | 50–64 | 65+  |
|-------------|------|------|------|--------|-------|-------|-------|------|
| Mean rating | 4.52 | 4.37 | 4.50 | 4.53   | 4.14  | 4.46  | 4.52  | 4.89 |
| Top 3 Box   |      |      | 85%  | 85%    | 77%   | 79%   | 86%   | 94%  |
| Base        | 301  | 227  | 153  | 148    | 71    | 58    | 88    | 84   |

|             | Location |                 |             | Ratepayer status |               |
|-------------|----------|-----------------|-------------|------------------|---------------|
|             | Walgett  | Lightning Ridge | Other rural | Ratepayer        | Non-ratepayer |
| Mean rating | 4.46     | 4.68            | 4.41        | 4.56             | 4.38          |
| Top 3 Box   | 81%      | 86%             | 87%         | 86%              | 81%           |
| Base        | 94       | 104             | 103         | 234              | 67            |



|             | Walgett Shire Council | Micromex LGA Benchmark - Regional |
|-------------|-----------------------|-----------------------------------|
| Mean rating | 4.52↓                 | 4.96                              |
| T3 Box      | 85%↓                  | 94%                               |
| Base        | 301                   | 4,861                             |

Scale: 1 = very poor, 6 = excellent  
 ▲ ▼ = A significantly higher/lower percentage (compared to 2020)  
 Significantly higher/ lower rating (by group)  
 † = A significantly higher/lower level/percentage (compared to the Benchmark)

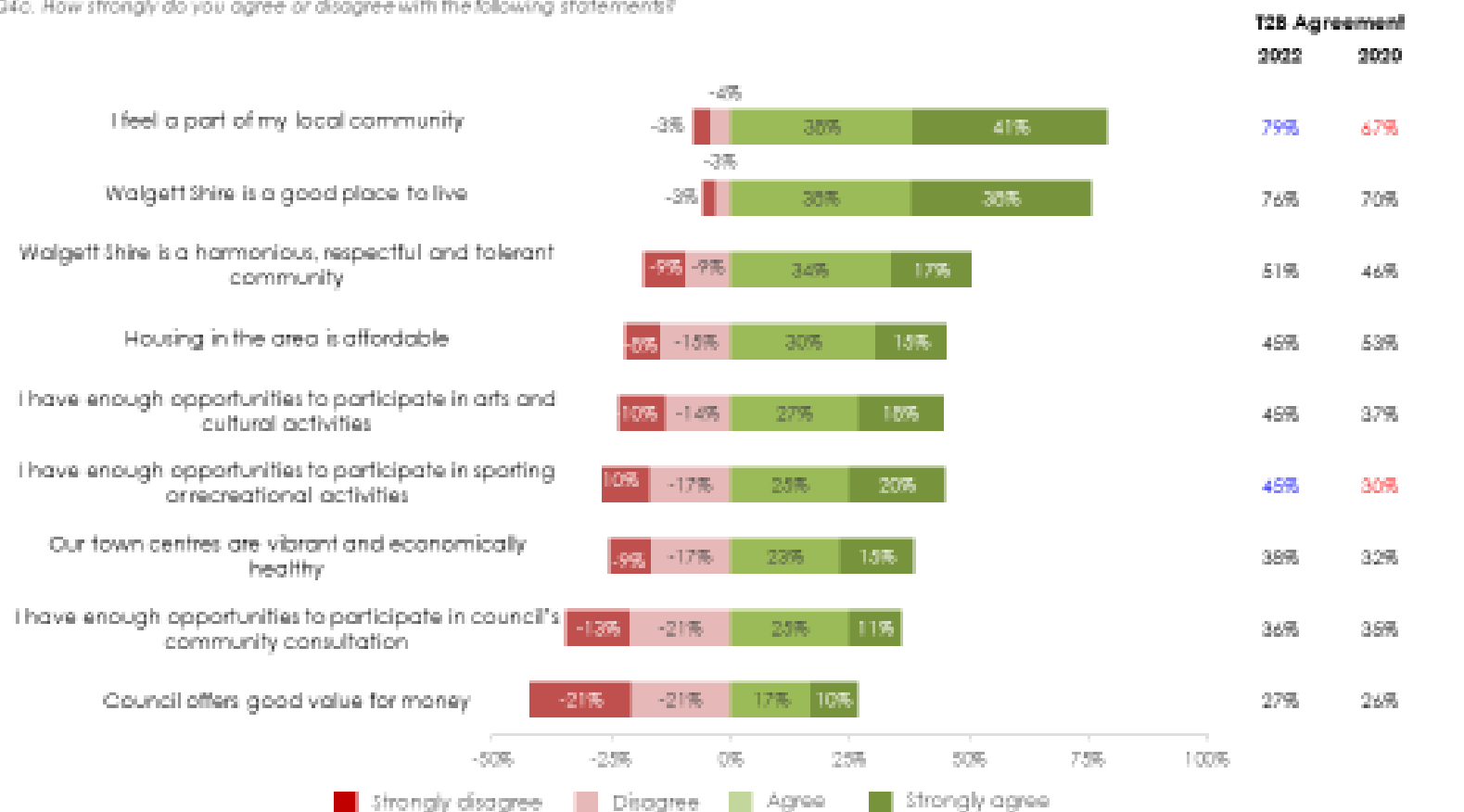
**85% of residents rate their quality of life as good to excellent. Compared to the 2020 research, residents rated their quality of life, overall, higher, with a significantly higher proportion rating it as excellent.**

**Residents aged 65+ rate their quality of life higher.**

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## Agreement Statements

Q4c. How strongly do you agree or disagree with the following statements?



Base: N=301

Please see Appendix A for results by demographics

Significantly higher / lower percentage (by year)

Over three quarters of residents agree that Walgett Shire is a good place to live and they feel a part of their local community.

Compared to the 2020 research, residents were more likely to agree that they feel a part of their local community and that they have enough opportunities to participate in sporting/recreational activities.

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## 2. Future Priorities



### Detailed Results

1. Living in Walgett Shire
2. **Future Priorities**
3. Performance of Council
4. Summary of Council Services & Facilities
5. Comparison to Micromex Benchmarks
6. Disability Inclusion Planning
7. Importance of, and Satisfaction with, Council Services & Facilities – Detailed Analysis

This section explores residents' future priorities within the local area.

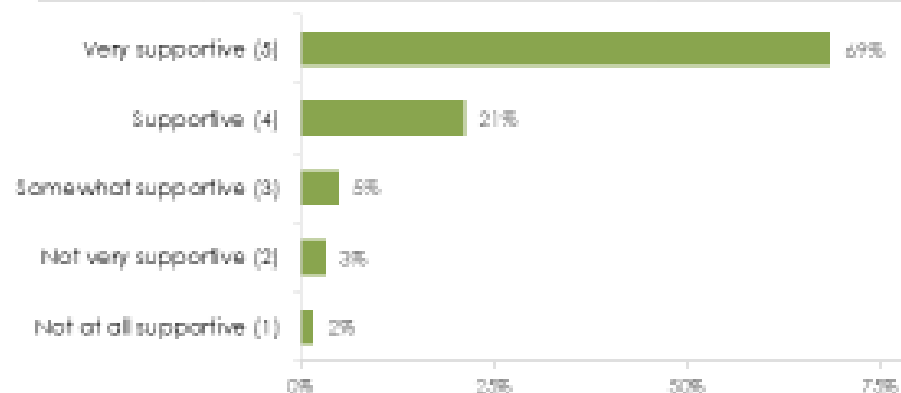


## Allocation of Funding – Unsealed Roads

Q1. Our unsealed roads have taken a beating with the flooding and constant rain events over the past 12 months. In the next three years Council will be allocating additional funds for the re-sheeting of unsealed roads across the shire. The focus of this allocation will be on school bus routes and high-volume traffic routes. In the next three years Council will be allocating additional funds for the re-sheeting of unsealed roads across the Shire. The focus of this allocation will be on school bus routes and high-volume traffic routes. How supportive are you of this focus?

|             | Overall | Male | Female | 15-34 | 35-49 | 50-64 | 65+  |
|-------------|---------|------|--------|-------|-------|-------|------|
| Mean rating | 4.32    | 4.51 | 4.54   | 4.70  | 4.51  | 4.53  | 4.38 |
| Top 3 Box   | 93%     | 96%  | 93%    | 100%  | 93%   | 95%   | 93%  |
| Base        | 301     | 153  | 148    | 71    | 88    | 88    | 84   |

|             | Location |                 |             | Ratepayer status |               |
|-------------|----------|-----------------|-------------|------------------|---------------|
|             | Walgett  | Lightning Ridge | Other rural | Ratepayer        | Non-ratepayer |
| Mean rating | 4.42     | 4.55            | 4.59        | 4.50             | 4.59          |
| Top 3 Box   | 91%      | 96%             | 98%         | 94%              | 99%           |
| Base        | 94       | 104             | 103         | 234              | 67            |



Scale: 1 = not at all supportive, 5 = very supportive  
Significantly higher / lower rating percentage (by group)

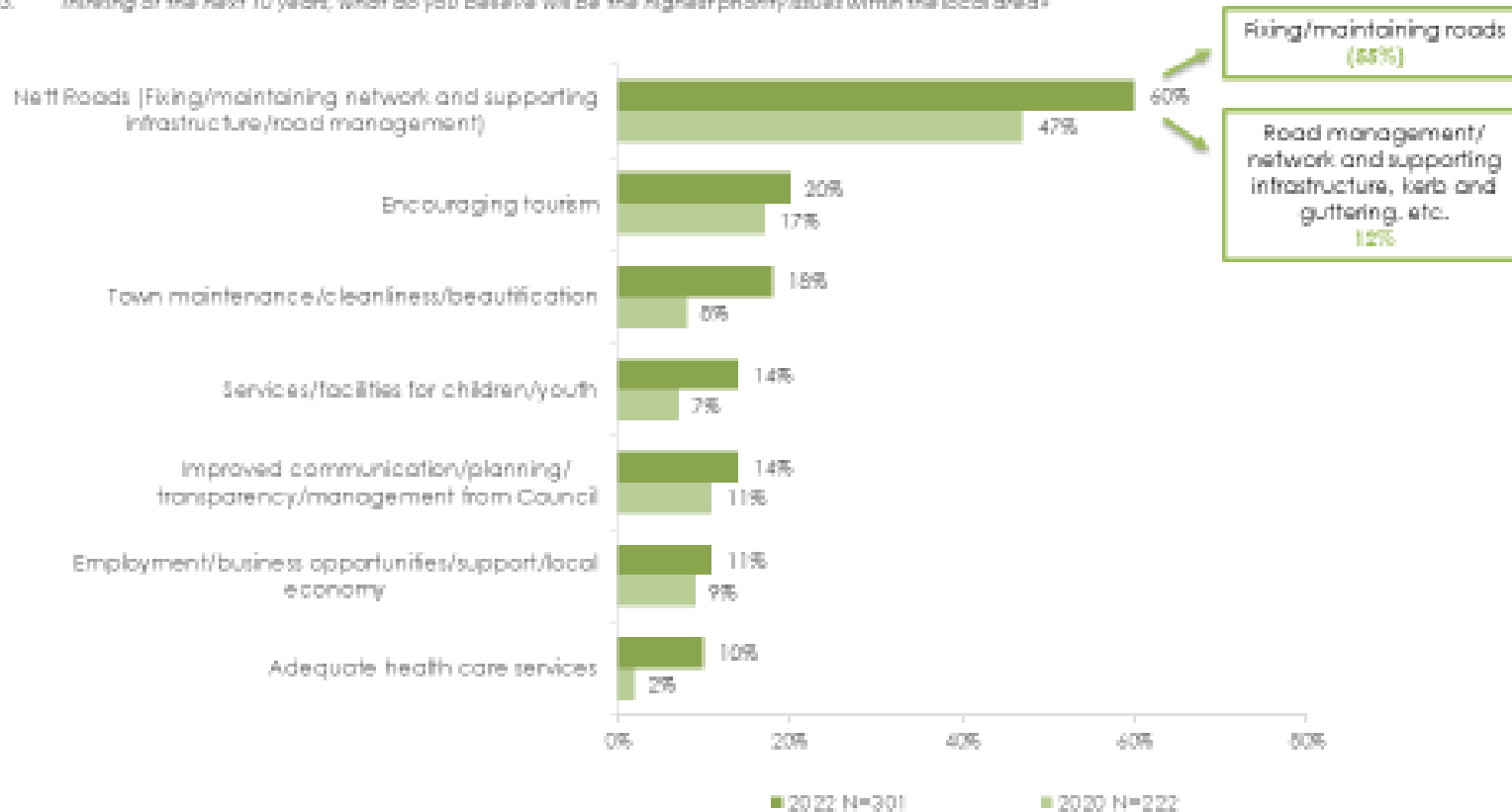
Base: N=301

**95% of residents are at least 'somewhat supportive' of allocating additional funds for the re-sheeting of unsealed roads across the Shire – 69% of residents committed to the top code 'very supportive'.**

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## Top Priority Issues for Council to Focus On

Q3. Thinking of the next 10 years, what do you believe will be the highest priority issues within the local area?



Please see Appendix A for full list of results

The next slide provides examples of verbal responses for the top priority areas, 'roads', 'encouraging tourism' and 'town maintenance/cleanliness/beautification'

**Over half of residents believe fixing/maintaining the roads is the highest priority issue in the local area. Furthermore, 20% of residents believe encouraging tourism and 18% improving town maintenance/cleanliness/beautification.**

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## Top Priority Issues for Council to Focus On

Q3. Thinking of the next 10 years, what do you believe will be the highest priority issues within the local area?

### Fixing/maintaining roads 55%

- "Fixing all sealed roads to a higher standard"
- "Roads need to be improved and upgraded"
- "Improve kerb and guttering in town"
- "Fixing up all the roads- converting unsealed roads to sealed roads as when they are wet we can not use them"
- "Faster road maintenance in areas that need it e.g. instead of adding a speed limit due to them being poor quality, fix them"
- "Roads maintenance throughout the LGA"
- "Road maintenance of unsealed roads"
- "Road maintenance of sealed roads, but only after completing maintenance of unsealed roads"

### Encouraging tourism 20%

- "Tourism in Lightning Ridge improving bore baths e.g. maintenance"
- "Boosting tourism in the area"
- "Expanding caravan parks to increase tourism"
- "Promotion of tourism"
- "Improving tourist attractions within Walgett"
- "Improve tourism for the whole Shire"
- "Improve the tourist information centre e.g. open Saturday and Sunday"
- "Need more tourism"
- "Need a caravan park in Walgett for tourism"

### Town maintenance/ cleanliness/ beautification 18%

- "Beautification of the area"
- "Keeping the town clean"
- "Beautification of the streetscape in CBD eg. to keep it neat, tidy, well-maintained"
- "Beautification in the small towns- Need more funding"
- "Improving cleanliness and maintenance of the main streets"
- "Making the town more attractive and improving cleanliness"
- "Upgrade and maintenance of the town centre"
- "Improving overall towns appearance"
- "Improving the cleanliness and maintenance of the main streets"

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### 3. Performance of Council



#### Detailed Results

1. Living in Walgett Shire
2. Future Priorities
3. **Performance of Council**
4. Summary of Council Services & Facilities
5. Comparison to Micromex Benchmarks
6. Disability Inclusion Planning
7. Importance of, and Satisfaction with, Council Services & Facilities – Detailed Analysis

This section explores residents' overall satisfaction with the performance of Council.

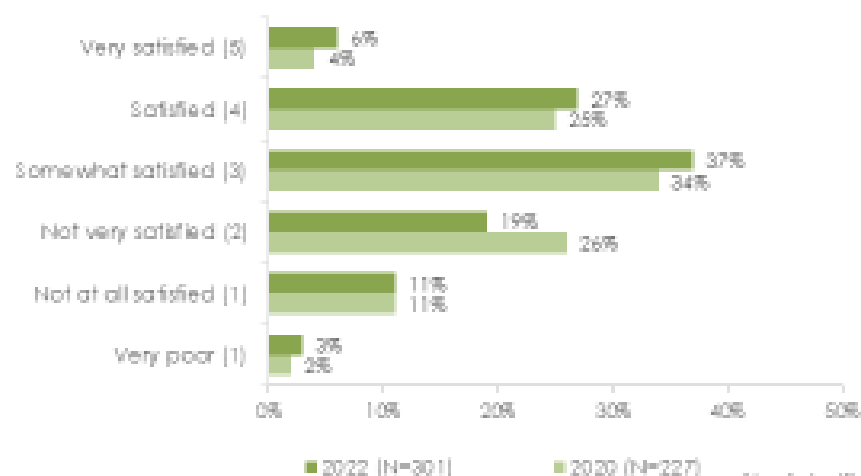


## Overall Satisfaction

Q2b. Overall, for the last 12 months, how satisfied are you with the performance of Council, not just on one or two issues but across all responsibility areas?

|             | 2022 | 2020 | Male | Female | 18-34 | 35-49 | 50-64 | 65+  |
|-------------|------|------|------|--------|-------|-------|-------|------|
| Mean rating | 2.99 | 2.87 | 3.02 | 2.97   | 3.02  | 2.64  | 2.99  | 3.22 |
| Top 3 Box   | 70%  | 63%  | 69%  | 71%    | 73%   | 60%   | 68%   | 78%  |
| Base        | 301  | 227  | 153  | 145    | 71    | 55    | 55    | 54   |

|             | Location |                 |             | Ratepayer status |               |
|-------------|----------|-----------------|-------------|------------------|---------------|
|             | Walgett  | Lightning Ridge | Other rural | Ratepayer        | Non-ratepayer |
| Mean rating | 2.92     | 3.32            | 2.73        | 2.92             | 3.25          |
| Top 3 Box   | 64%      | 78%             | 60%         | 67%              | 80%           |
| Base        | 94       | 104             | 103         | 234              | 67            |



|             | Walgett Shire Council | Micromex LGA Benchmark - Regional |
|-------------|-----------------------|-----------------------------------|
| Mean rating | 2.99                  | 3.33                              |
| T3 Box      | 70%                   | 83%                               |
| Base        | 301                   | 47,365                            |

Scale: 1 = not at all satisfied, 5 = very satisfied  
Significantly higher / lower level of satisfaction (by group)

[1] = A significantly higher/lower level/percentage (compared to the Benchmark)

**70% of Walgett Shire residents are at least somewhat satisfied with the performance of Council over the last 12 months. Whilst the results are below the Micromex Regional Benchmark score, residents did rate the performance of Council higher than in 2020.**

## 4. Summary of Council Services & Facilities



### Detailed Results

1. Living in Walgett Shire
2. Future Priorities
3. Performance of Council
4. **Summary of Council Services & Facilities**
5. Comparison to Micromex Benchmarks
6. Disability Inclusion Planning
7. Importance of, and Satisfaction with, Council Services & Facilities – Detailed Analysis

This section explores the importance of, and satisfaction with Council services/facilities



## Council Services and Facilities

A major component of the 2022 Community Survey was to assess perceived importance of, and Satisfaction with 33 Council-provided services and facilities – the equivalent of 66 separate questions!

We have utilised the following techniques to summarise and analyse these 66 questions:

4.1. Highlights and Comparison with 2020 Results

4.2. Performance Gap Analysis

4.3. Quadrant Analysis

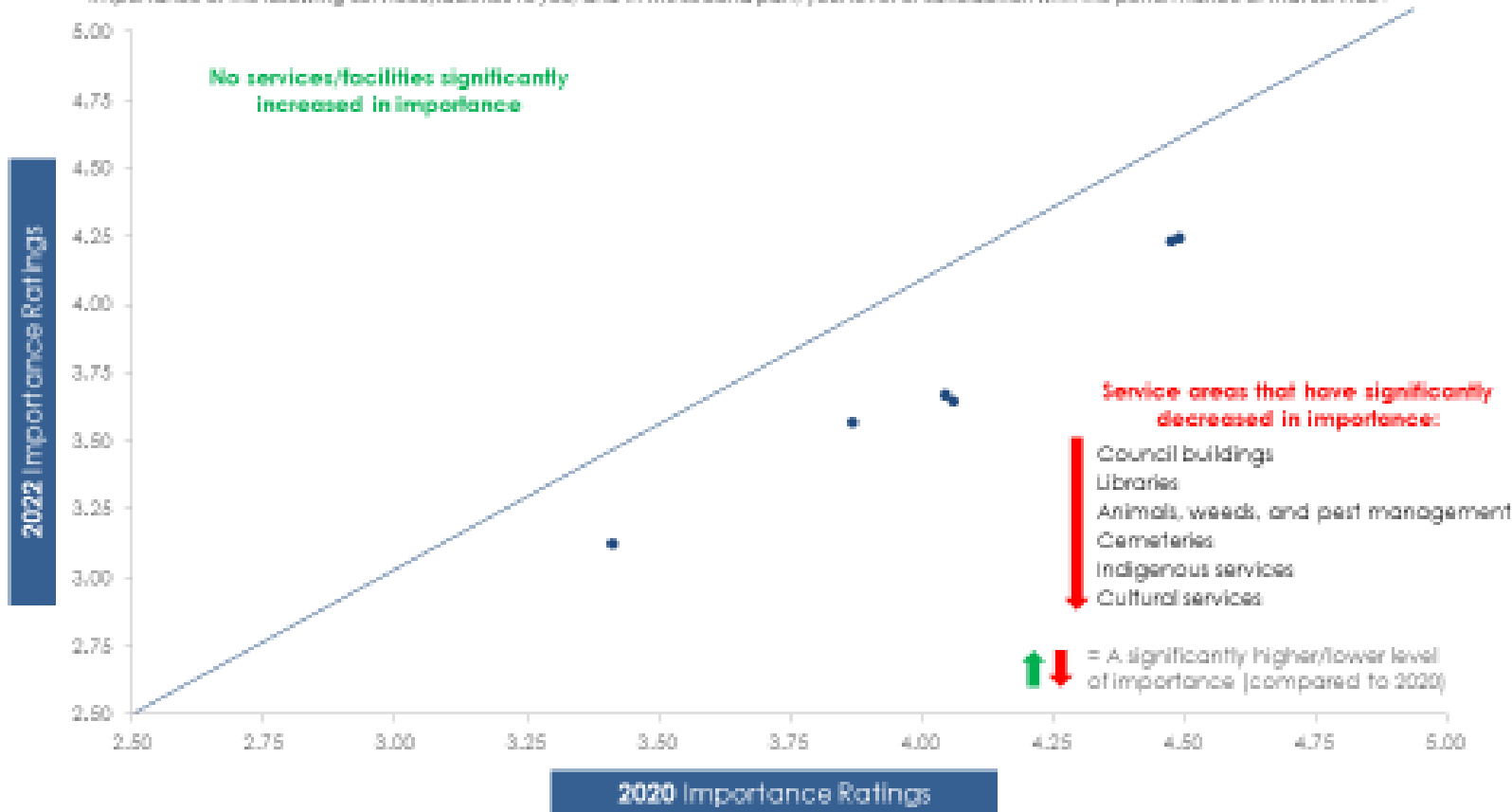
4.4. Regression Analysis (i.e.: determine the services/ facilities that drive overall satisfaction with Council)

4.5. Comparison with Micromex Benchmarks

## 4.1 Services and Facilities – Importance

### Comparison by Year

Q2a. In this section I will read out different Council services or facilities. For each of these could you please indicate that which best describes your opinion of the importance of the following services/facilities to you, and in the second part, your level of satisfaction with the performance of that service?

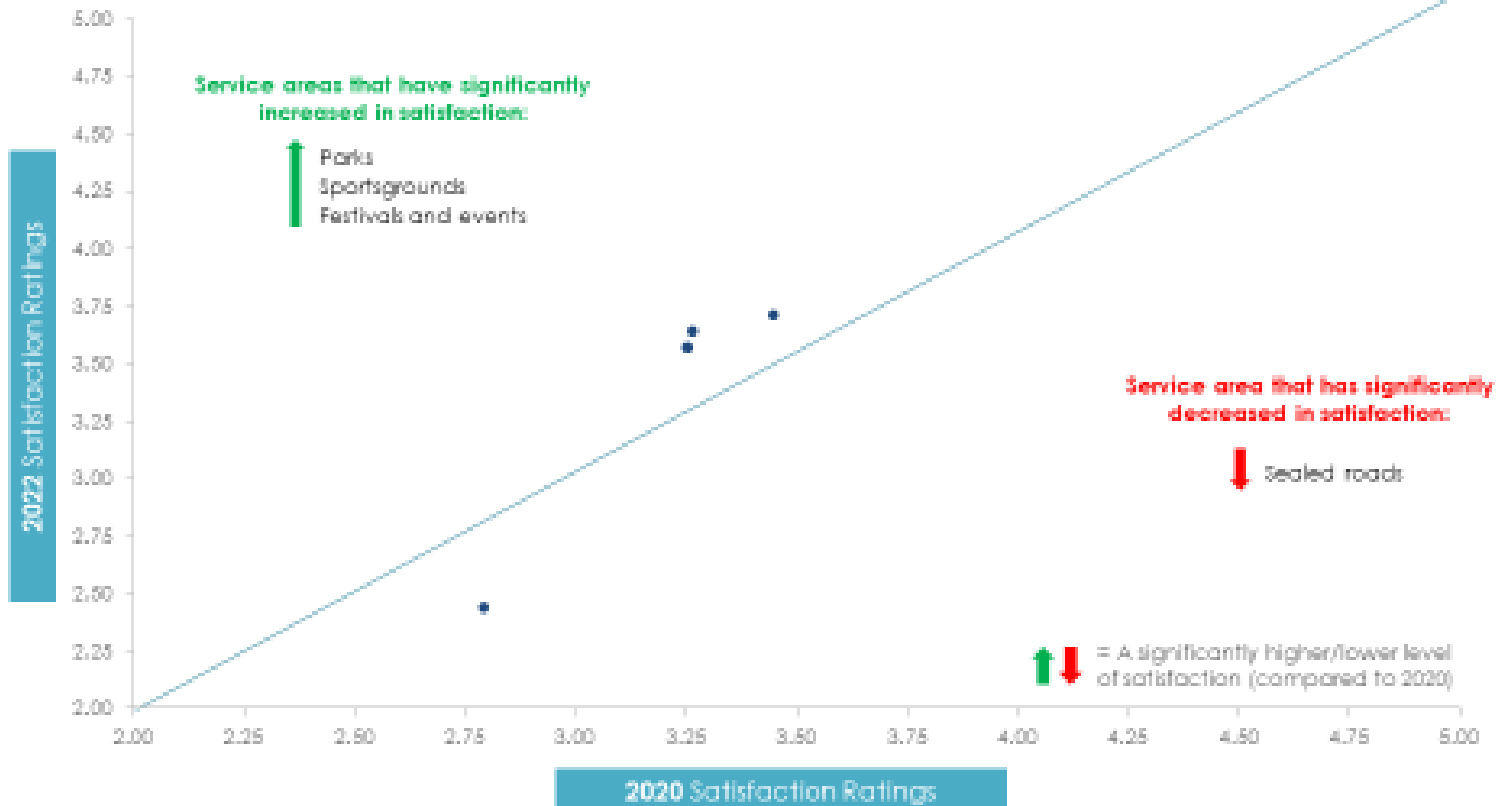


The above chart compares the mean importance ratings for 2022 vs 2020.  
Importance significantly decreased for 6 of the 33 comparable services and facilities.

## 4.1 Services and Facilities – Satisfaction

### Comparison by Year

Q2a. In this section I will read out different Council services and facilities. For each of these could you please indicate that which best describes your opinion of the importance of the following services/facilities to you, and in the second part, your level of satisfaction with the performance of that service?



The above chart compares the mean satisfaction ratings in 2022 vs 2020.

Satisfaction increased significantly for 3 of the 33 comparable services and facilities. There was also 1 measure that experienced a decline in resident satisfaction from the previous research.



## 4.1. Importance & Satisfaction – Highest/Lowest Rated Services/Facilities

### Importance

The following services/facilities received the highest T2 box importance ratings:

| Higher importance     | T2 Box | Mean |
|-----------------------|--------|------|
| Sealed roads          | 92%    | 4.71 |
| Order and cleanliness | 91%    | 4.54 |
| CBD main streets      | 84%    | 4.39 |
| Tourism               | 82%    | 4.38 |
| Signage               | 82%    | 4.34 |

The following services/facilities received the lowest T2 box importance ratings:

| Lower importance    | T2 Box | Mean |
|---------------------|--------|------|
| Council buildings   | 39%    | 3.12 |
| Cultural services   | 55%    | 3.57 |
| Footpaths           | 56%    | 3.49 |
| Libraries           | 59%    | 3.65 |
| Indigenous services | 59%    | 3.67 |

T2B = important/very important  
Scale: 1 = not at all important, 5 = very important

### Satisfaction

The following services/facilities received the highest T3 box satisfaction ratings:

| Higher satisfaction | T3 Box | Mean |
|---------------------|--------|------|
| Libraries           | 88%    | 3.96 |
| Sewerage            | 91%    | 3.89 |
| Council buildings   | 88%    | 3.73 |
| Parks               | 90%    | 3.71 |
| Swimming pools      | 82%    | 3.69 |

The following services/facilities received the lowest T3 box satisfaction ratings:

| Lower satisfaction                  | T3 Box | Mean |
|-------------------------------------|--------|------|
| Unsealed roads                      | 32%    | 2.04 |
| Sealed roads                        | 46%    | 2.44 |
| Animals, weeds, and pest management | 51%    | 2.60 |
| Town planning                       | 55%    | 2.72 |
| Kerb and gutters                    | 55%    | 2.70 |

T3B = somewhat satisfied/satisfied/very satisfied  
Scale: 1 = not at all satisfied, 5 = very satisfied

A core element of this community survey was the rating of 33 facilities/services in terms of Importance and Satisfaction. The above analysis identifies the highest and lowest rated services/facilities in terms of importance and satisfaction.

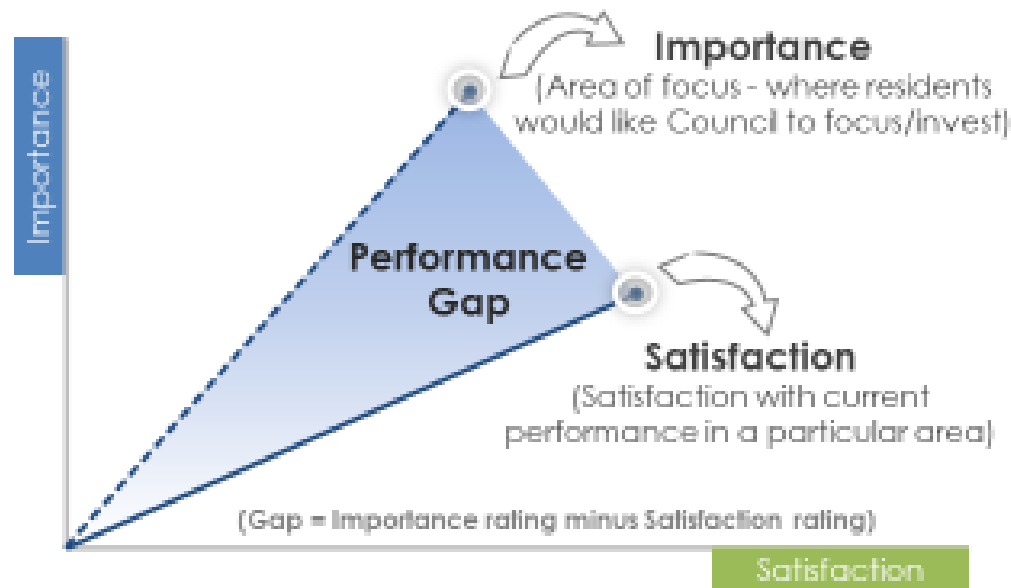
## 4.2. Performance Gap Analysis

PGA establishes the gap between importance and satisfaction. This is calculated by subtracting the top 3 satisfaction score from the top 2 importance score. In order to measure performance gaps, respondents are asked to rate the importance of, and their satisfaction with, each of a range of different services or facilities on a scale of 1 to 5, where 1 = low importance or satisfaction and 5 = high importance or satisfaction. These scores are aggregated at a total community level.

The higher the differential between importance and satisfaction, the greater the difference is between the provision of that service by Walgett Shire Council and the expectation of the community for that service/facility.

In the table on the following page, we can see the services and facilities with the largest performance gaps.

When analysing the performance gaps, it is expected that there will be some gaps in terms of resident satisfaction. Those services/facilities that have achieved a performance gap of greater than 20% may be indicative of areas requiring future optimisation.



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## 4.2. Performance Gap Analysis

When we examine the largest performance gaps, we can identify that all of the services or facilities have been rated as high/very high in importance, whilst resident satisfaction for all of these areas is between 32% and 78%.

The two largest performance gaps are attributed to sealed and unsealed roads, with low satisfaction ratings recorded. There appears to be a focus on the appearance and cleanliness of the town village also, with 3 of the 8 largest gaps attributed to 'town and village appearance'.

| Service Area                | Service/Facility                    | Importance T2 Box | Satisfaction T3 Box | Performance Gap (Importance – Satisfaction) |
|-----------------------------|-------------------------------------|-------------------|---------------------|---------------------------------------------|
| Infrastructure              | Unsealed roads                      | 79%               | 32%                 | 47%                                         |
| Infrastructure              | Sealed roads                        | 92%               | 46%                 | 46%                                         |
| Regulatory services         | Animals, weeds, and pest management | 78%               | 51%                 | 27%                                         |
| Regulatory services         | Town planning                       | 70%               | 55%                 | 15%                                         |
| Town and village appearance | Attractiveness                      | 81%               | 68%                 | 13%                                         |
| Town and village appearance | Order and cleanliness               | 91%               | 78%                 | 13%                                         |
| Town and village appearance | CBD main streets                    | 84%               | 74%                 | 10%                                         |
| Community services          | Public toilets                      | 81%               | 73%                 | 8%                                          |

**Note:** Performance gap is the first step in the process, we now need to identify comparative ratings across all services and facilities to get an understanding of relative importance and satisfaction at an LGA level. This is when we undertake step 2 of the analysis.

Please see Appendix A for full Performance Gap Ranking

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## 4.3. Quadrant Analysis

### Step 2. Quadrant Analysis

Quadrant analysis is often helpful in planning future directions based on stated outcomes. It combines the stated importance of the community and assesses satisfaction with delivery in relation to these needs.

This analysis is completed by plotting the variables on x and y axes, defined by stated importance and rated satisfaction. We aggregate the top 2 box importance scores and top 3 satisfaction scores for stated importance and rated satisfaction to identify where the facility or service should be plotted.

On average, Walgett Shire Council residents rated services/facilities marginally less important than our Benchmark, and their satisfaction was, on average, marginally lower.

|                      | Walgett Shire Council | Micromex Comparable Regional Benchmark |
|----------------------|-----------------------|----------------------------------------|
| Average Importance   | 72%                   | 77%                                    |
| Average Satisfaction | 73%                   | 80%                                    |

*Note: Micromex comparable benchmark only refers to like for like measures*

### Explaining the 4 quadrants (overleaf)

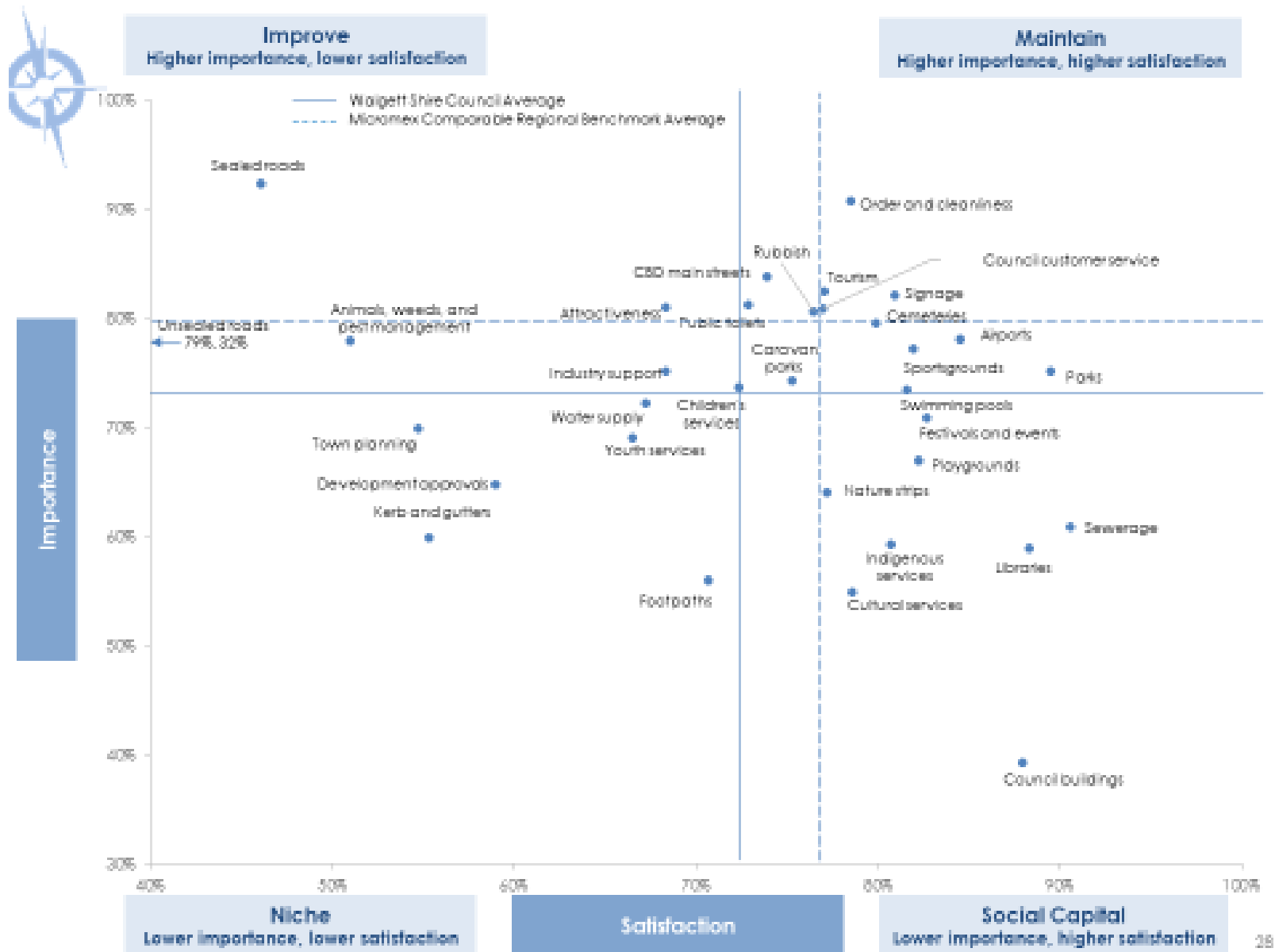
Attributes in the top right quadrant, **MAINTAIN**, such as 'order and cleanliness', are Council's core strengths, and should be treated as such. Maintain, or even attempt to improve your position in these areas, as they are influential and address clear community needs.

Attributes in the top left quadrant, **IMPROVE**, such as 'sealed roads' are key concerns in the eyes of your residents. In the vast majority of cases you should aim to improve your performance in these areas to better meet the community's expectations.

Attributes in the bottom left quadrant, **NICHE**, such as 'footpaths', are of a relatively lower priority (and the word 'relatively' should be stressed – they are still important). These areas tend to be important to a particular segment of the community.

Finally, attributes in the bottom right quadrant, **SOCIAL CAPITAL**, such as 'council buildings', are core strengths, but in relative terms they are considered less overtly important than other directly obvious areas. However, the occupants of this quadrant tend to be the sort of services and facilities that deliver to community liveability, i.e. make it a good place to live.

Recommendations based only on stated importance and satisfaction have major limitations, as the actual questionnaire process essentially 'silo's' facilities and services as if they are independent variables, when they are in fact all part of the broader community perception of council performance.



## 4.4. Regression Analysis

The outcomes identified in stated importance/satisfaction analysis often tend to be obvious and challenging. No matter how much focus a council dedicates to 'sealed roads', it will often be found in the **IMPROVE** quadrant. This is because, perceptually, the condition of local roads can always be better.

Furthermore, the outputs of stated importance and satisfaction analysis address the current dynamics of the community, they do not predict which focus areas are the most likely agents to change the community's perception of Council's overall performance.

Therefore, in order to identify how Walgett Shire Council can actively drive overall community satisfaction, we conducted further analysis

### Explanation of Analysis

Regression analysis is a statistical tool for investigating relationships between dependent variables and explanatory variables. Using a regression, a category model was developed. The outcomes demonstrated that increasing resident satisfaction by actioning the priorities they stated as being important would not necessarily positively impact on overall satisfaction.

### What Does This Mean?

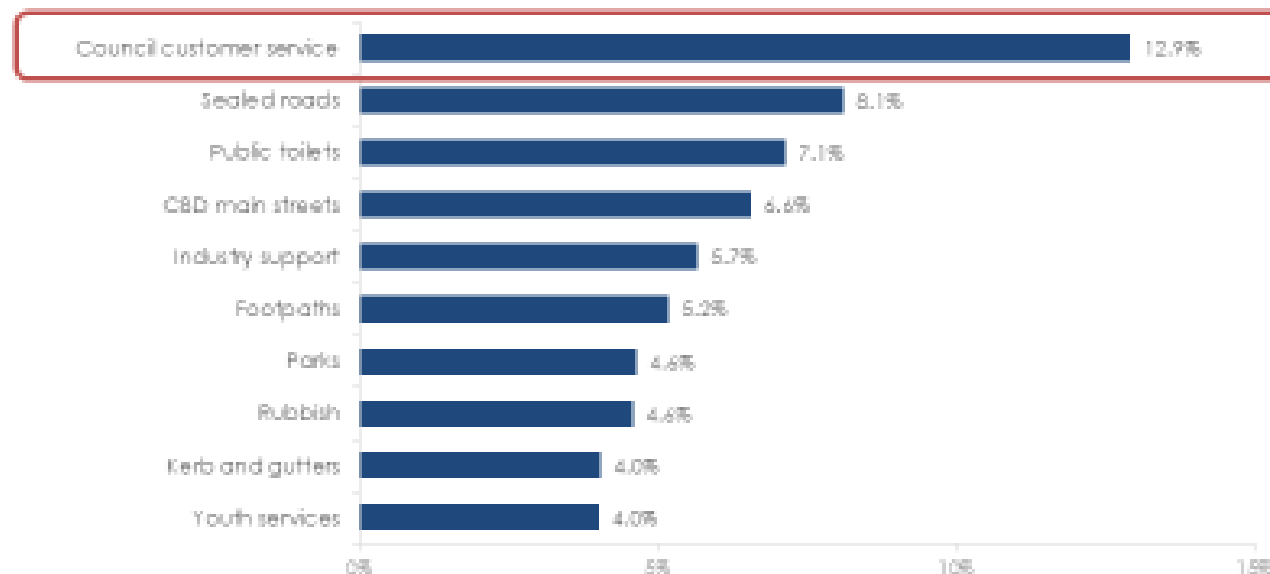
The learning is that if we only rely on the stated community priorities, we will not be allocating the appropriate resources to the actual service attributes that will improve overall community satisfaction. Using regression analysis, we can identify the attributes that essentially build overall satisfaction. We call the outcomes 'derived importance'.





## 4.4. Key Drivers of Overall Satisfaction with Council

Dependent variable: Q2b. Overall, for the last 12 months, how satisfied are you with the performance of Council, not just on one or two issues but across all responsibility areas?



The results in the chart above identify which services/facilities contribute most to overall satisfaction. If Council can improve satisfaction scores across these services/facilities, they are likely to improve their overall satisfaction score.

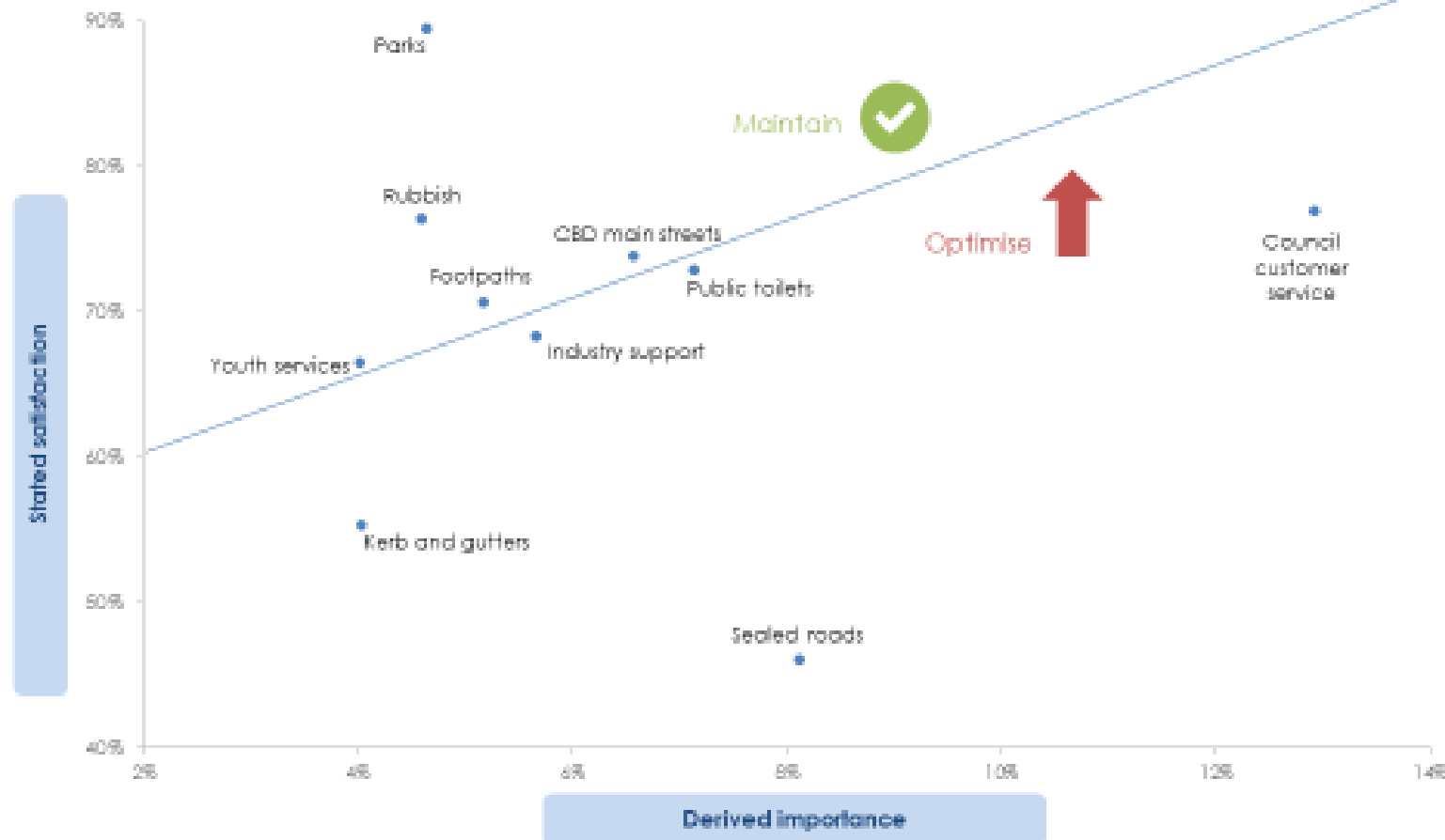
These top 10 services/facilities (so 30% of the 33 services/facilities) account for over 62% of the variation in overall satisfaction. Therefore, whilst all 33 services/facilities are important, only a number of them are potentially significant drivers of satisfaction (at this stage, the other 23 services/facilities have less impact on satisfaction – although if resident satisfaction with them was to suddenly change they may have more immediate impact on satisfaction).

Note: Please see Appendix A for complete list

The score assigned to each area indicates the percentage of influence each attribute contributes to overall satisfaction with Council. If Council can increase satisfaction in these areas it will improve overall community satisfaction.

30

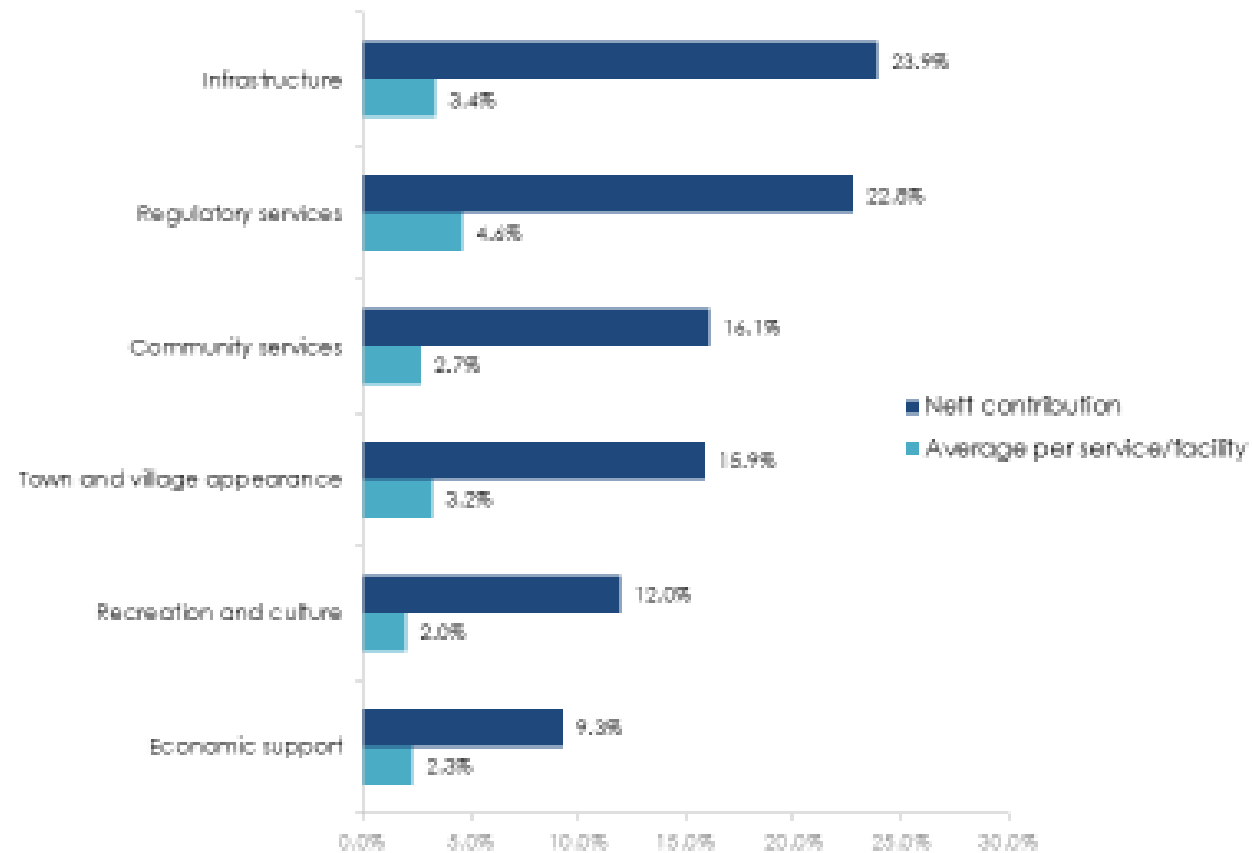
#### 4.4. Mapping Stated Satisfaction and Derived Importance Identifies the Community Priority Areas



The above chart looks at the relationship between stated satisfaction (top 3 box) and derived importance (Regression result) to identify the level of contribution of each measure. Any services/facilities below the blue line (shown above) could potentially be benchmarked to target in future research to elevate satisfaction levels in these areas.

## 4.4. Contribution to Overall Satisfaction with Council's Performance

By combining the outcomes of the regression data, we can identify the derived importance of the different Net Priority Areas. 'Infrastructure' (24%) and 'Regulatory Services' (23%) are the key contributors toward overall satisfaction with Council's performance.



## 5. Comparison to Micromex Benchmarks



### Detailed Results

1. Living in Walgett Shire
2. Future Priorities
3. Performance of Council
4. Summary of Council Services & Facilities
5. **Comparison to Micromex Benchmarks**
6. Disability Inclusion Planning
7. Importance of, and Satisfaction with, Council Services & Facilities – Detailed Analysis

This section explores compares key performance indicators against the Micromex Regional Benchmark



# Micromex Benchmarks

The following section compares Walgett Shire Council results against our Regional Benchmarks.

The section is broken down into the following sub-sections:



Key Performance  
Indicators

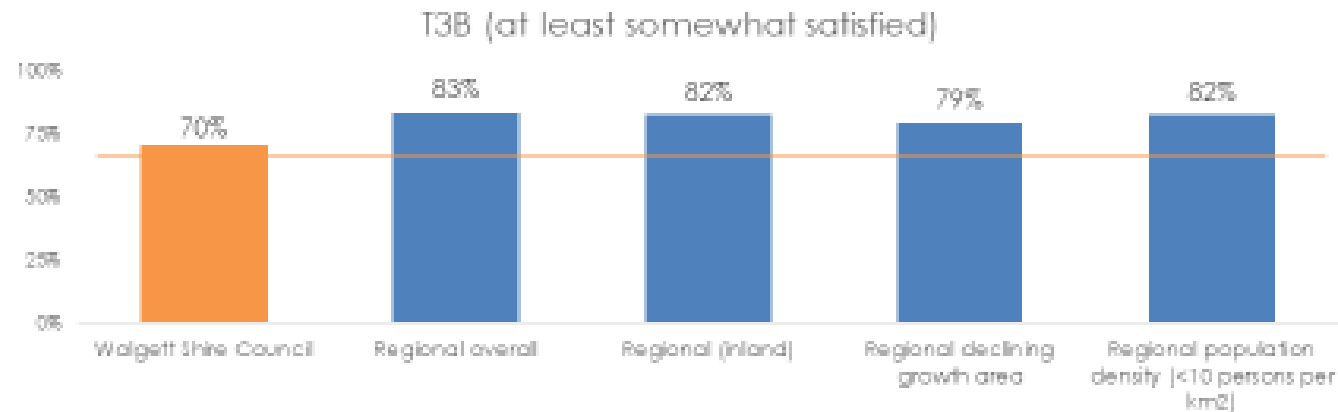


Importance  
Measures



Satisfaction  
Ratings

## Overall Satisfaction – Compared to Micromex Benchmark



| T3B %                       | Gender |        | Age   |       |       |     |
|-----------------------------|--------|--------|-------|-------|-------|-----|
|                             | Male   | Female | 18-34 | 35-49 | 50-64 | 65+ |
| Walgett Shire Council       | 69%    | 71%    | 73%   | 60%   | 68%   | 78% |
| Regional (inland) Benchmark | 80%    | 84%    | 83%   | 81%   | 79%   | 83% |

Note: No significant testing has been conducted, data is for point of interest only



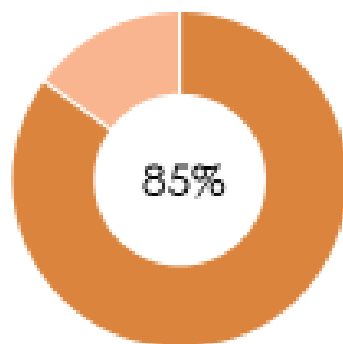
**Walgett Shire Council's overall satisfaction results are lower than our normative data from other Regional Councils.**

35

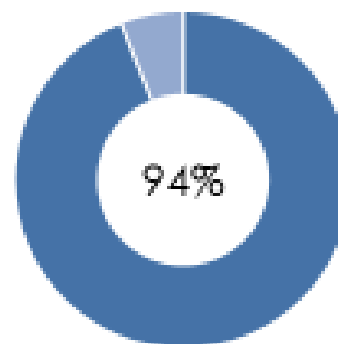


## Quality of Life – Compared to Micromex Benchmark

T3B % (good, very good, excellent)



Walgett Shire Council overall



Regional overall

| T3B %                 | Gender |        | Age   |       |       |     |
|-----------------------|--------|--------|-------|-------|-------|-----|
|                       | Male   | Female | 18-34 | 35-49 | 50-64 | 65+ |
| Walgett Shire Council | 85%    | 86%    | 77%   | 79%   | 86%   | 94% |
| Regional Benchmark    | 94%    | 93%    | 91%   | 93%   | 93%   | 96% |

Note: No significant testing has been conducted, data is for point of interest only

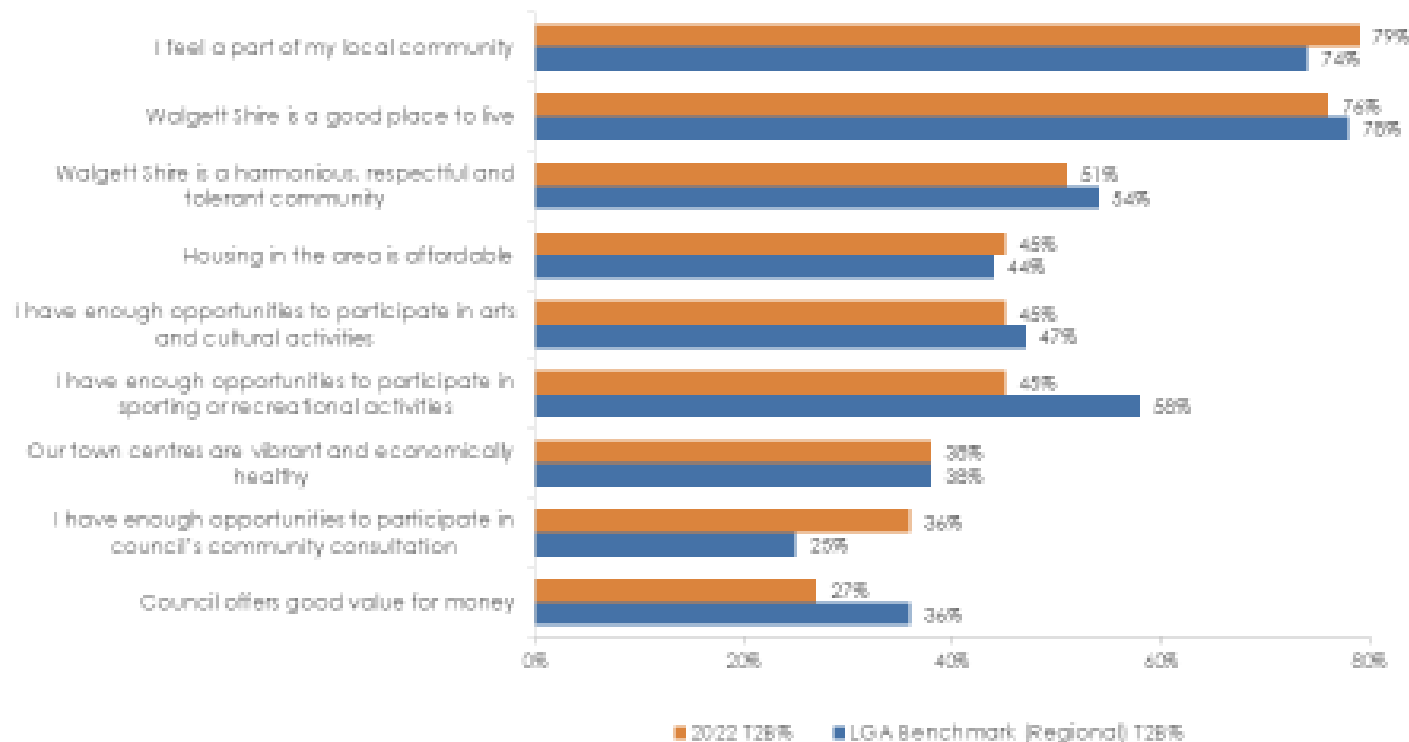


**Walgett Shire Council's residents rated their quality of life lower than our Regional Council normative data.**

36

## Agreement Statements – Comparison to Micromex Benchmark

Q4c. How strongly do you agree or disagree with the following statements?



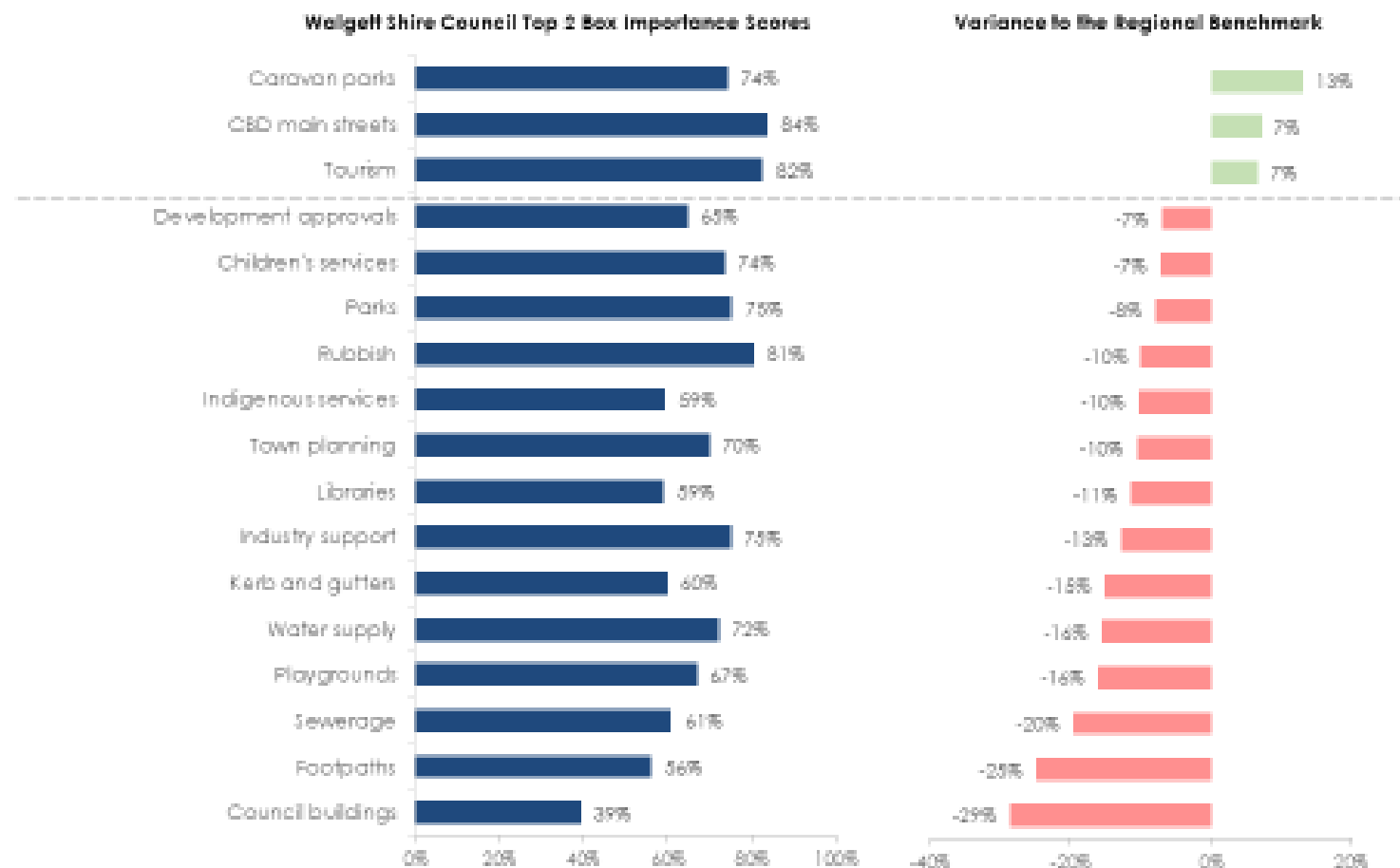
Note: No significant testing has been conducted, data is for point of interest only

With the exception of 'I have enough opportunities to participate in sporting or recreational activities' and 'Council offers good value for money', agreement with CSP statements remain similar to the Regional Council normative data.

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## Importance Compared to the Micromex Benchmark

The chart below shows the variance between Walgett Shire Council top 2 box importance scores and the Micromex Benchmark. Services/facilities shown in the below chart highlight larger positive and negative gaps.

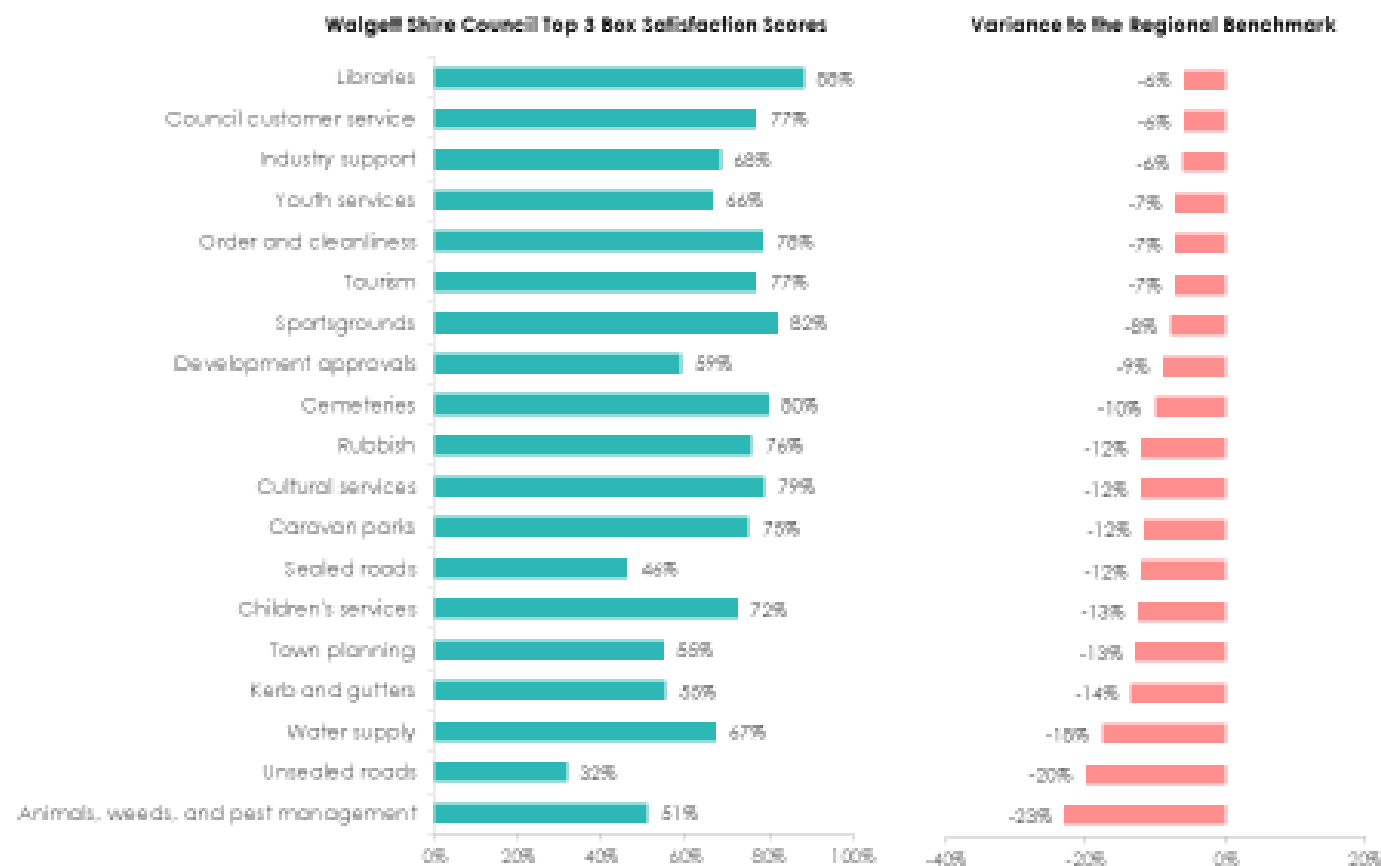


Note: Only services/facilities with a variance of +/- 5% to the Benchmark have been shown above. Please see Appendix A for detailed list

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## Satisfaction Compared to the Micromex Benchmark

The chart below shows the variance between Walgett Shire Council top 3 box satisfaction scores and the Micromex Benchmark. Services/facilities shown in the below chart highlight larger positive and negative gaps.



Note: Only services/facilities with a variance of +/- 5% to the Benchmark have been shown above. Please see Appendix A for detailed list.  
No services/facilities performed 5% higher than the Benchmark.

39

## 6. Disability Inclusion Planning



### Detailed Results

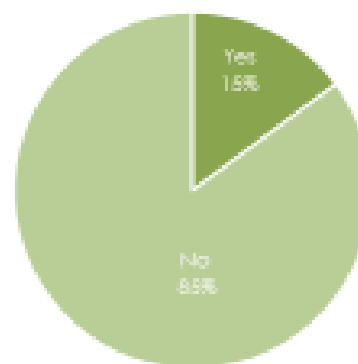
1. Living in Walgett Shire
2. Future Priorities
3. Performance of Council
4. Summary of Council Services & Facilities
5. Comparison to Micromex Benchmarks
- 6. Disability Inclusion Planning**
7. Importance of, and Satisfaction with, Council Services & Facilities – Detailed Analysis

This section explores Council's provision of services/facilities for those with a disability



## Disability Inclusion Planning

Q5a. Do you identify as having a disability?



Base: N=301

|       | 2022 | 2020 | Male | Female | 18 – 34 | 35 – 49 | 50 – 64 | 65+ |
|-------|------|------|------|--------|---------|---------|---------|-----|
| Yes % | 15%  | 12%  | 16%  | 14%    | 0%      | 12%     | 20%     | 24% |
| Base  | 301  | 237  | 153  | 148    | 71      | 58      | 88      | 84  |

|       | Location |                 |             | Ratepayer status |               |
|-------|----------|-----------------|-------------|------------------|---------------|
|       | Walgett  | Lightning Ridge | Other rural | Ratepayer        | Non-ratepayer |
| Yes % | 14%      | 24%             | 7%          | 13%              | 21%           |
| Base  | 94       | 104             | 103         | 234              | 67            |

Significantly **higher** / **lower** percentage (by group)



**15% of residents identify as having a disability.**  
**Residents aged 65+ and those from Lightning Ridge were more likely to identify as having a disability.**

41

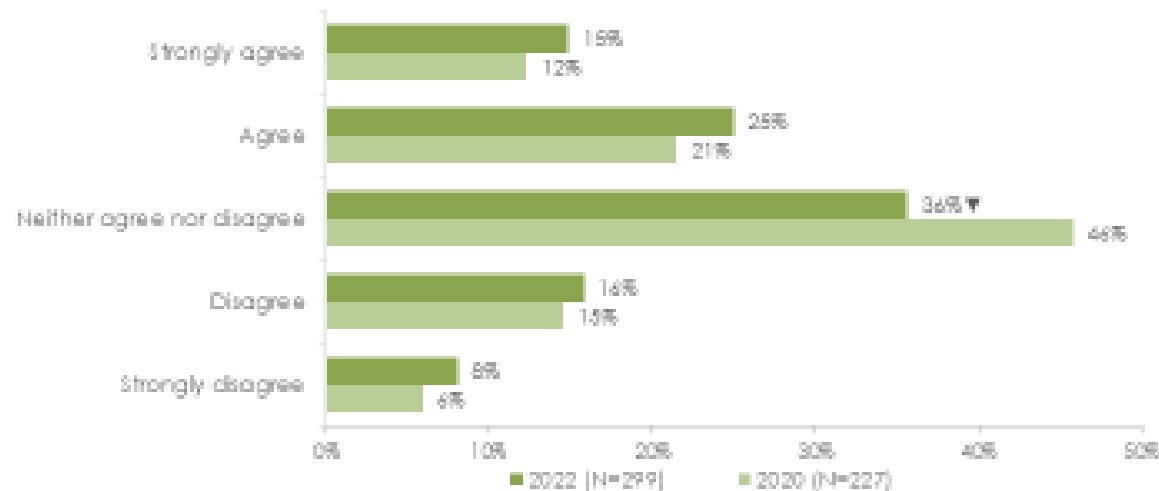


## Disability Inclusion Planning

Q5b. How strongly do you agree or disagree with the following statement? "Council's services and programs are accessible and easy to use for everyone including those with a disability"

|           | 2022 | 2020 | Male | Female | 18 – 34 | 35 – 49 | 50 – 64 | 65+ |
|-----------|------|------|------|--------|---------|---------|---------|-----|
| Top 2 Box | 40%  | 34%  | 43%  | 36%    | 41%     | 34%     | 35%     | 50% |
| Base      | 299  | 227  | 151  | 146    | 71      | 56      | 67      | 63  |

|           | Location |                 |             | Ratepayer status |               |
|-----------|----------|-----------------|-------------|------------------|---------------|
|           | Walgett  | Lightning Ridge | Other rural | Ratepayer        | Non-ratepayer |
| Top 2 Box | 44%      | 42%             | 36%         | 35%              | 60%           |
| Base      | 94       | 104             | 101         | 234              | 65            |



Significantly higher / lower level of agreement (by group)

▲ ▼ = A significantly higher/lower level of agreement (compared to 2020)

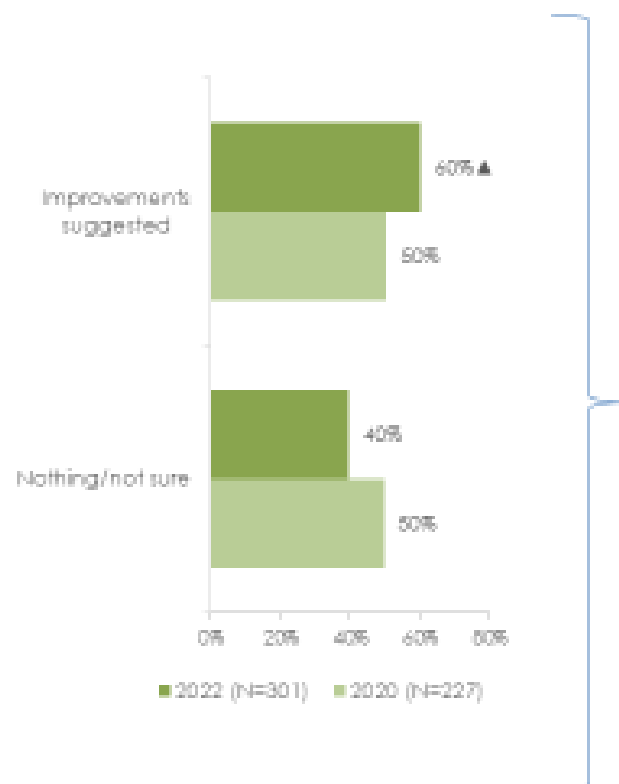
**40% of residents agree with the statement 'Council's services and programs are accessible and easy for everyone including those with a disability'. Agreement with the statement remains similar the results recorded in 2020.**

**Agreement was highest for non-ratepayers and those aged 65+.**

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## Disability Inclusion Planning

Q5c. In order to understand the environmental/social barriers that may hinder a person's full participation in the community on an equal basis, we would like to find out more on how Council can make improvements to assist people with a disability. What sort of improvements do you think Council needs to make in this area? (e.g. improved footpaths, signage, etc.)



| Suggested improvements                                                                                     | % who suggested an improvement<br>N=181 | % of Total population<br>N=301 |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------------------------|
| Improved accessibility to community facilities e.g., ramps                                                 | 35%                                     | 21%                            |
| Better condition/maintenance of footpaths                                                                  | 30%                                     | 18%                            |
| Inclusive services/facilities for those with a disability e.g., social groups, more services/opportunities | 26%                                     | 16%                            |
| Roads need to be improved/kerb and guttering                                                               | 13%                                     | 8%                             |
| More community transport for those with a disability                                                       | 7%                                      | 4%                             |
| Council communication/consultation                                                                         | 6%                                      | 3%                             |
| Better signage                                                                                             | 5%                                      | 3%                             |
| Increase job opportunities for those with a disability                                                     | 3%                                      | 2%                             |
| Additional disabled parking options                                                                        | 3%                                      | 2%                             |

▲ ▼ = A significantly higher/lower percentage (compared to 2020)

Please see Appendix A for full list of results

**60% of residents suggested there needs to be improvements in terms of assisting people with a disability, which has increased from 2020 (50%). Of these, the most common suggestions for making improvements to accessibility and improved maintenance of footpaths.**

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## 7. Council Services & Facilities –

### Detailed Analysis



#### Detailed Results

1. Living In Walgett Shire
2. Future Priorities
3. Performance of Council
4. Summary of Council Services & Facilities
5. Comparison to Micromex Benchmarks
6. Disability Inclusion Planning
7. Importance of, and Satisfaction with, Council Services & Facilities – Detailed Analysis

This section provides detailed analysis of residents' rating of the importance of, and satisfaction with Council services/facilities



## Service Areas

A core element of this community survey was the rating of 33 facilities/services in terms of Importance and Satisfaction. Each of the 33 facilities/services were grouped into service areas as detailed below:

|                                                                                                                                           |                                                                                                                                                   |                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>Infrastructure</b><br>Unsealed roads<br>Sealed roads<br>Footpaths<br>Water supply<br>Sewerage<br>Kerb and gutters<br>Council buildings | <b>Regulatory services</b><br>Town planning<br>Development Approvals<br>Animals, weeds and pest management<br>Rubbish<br>Council customer service | <b>Economic support</b><br>Industry support<br>Tourism<br>Caravan parks<br>Airports                                           |
| <b>Recreation and culture</b><br>Parks<br>Playgrounds<br>Swimming pools<br>Sportsgrounds<br>Libraries<br>Festivals and events             | <b>Community services</b><br>Public toilets<br>Cemeteries<br>Children's services<br>Youth services<br>Indigenous services<br>Cultural services    | <b>Town and village appearance</b><br>Order and cleanliness<br>Signage<br>Nature strips<br>Attractiveness<br>CBD main streets |

### An Explanation

#### Importance

For the stated importance ratings, residents were asked to rate how important each of the criteria was to them, on a scale of 1 to 5.

#### Satisfaction

Any resident who had rated the importance of a particular criterion a 4 or 5 was then asked how satisfied they were with the performance of Council for that service or facility. There was an option for residents to answer 'don't know' to satisfaction, as they may not have personally used a particular service or facility.

45

## Service Area 1: Infrastructure

### Detailed Overall Response for Importance

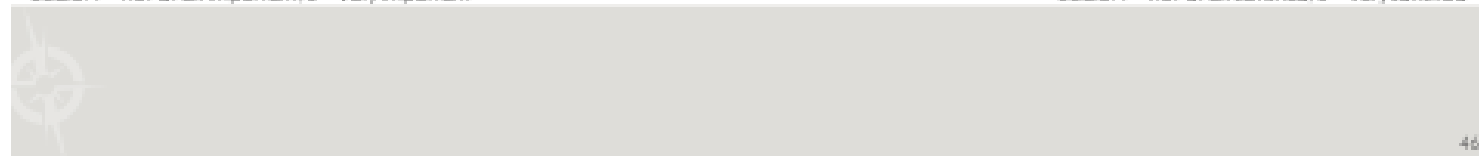
|                   | Not at all important | Not very important | Somewhat important | Important | Very important | T3B | Mean rating | Base |
|-------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Unsealed roads    | 7%                   | 3%                 | 10%                | 12%       | 68%            | 79% | 4.30        | 301  |
| Sealed roads      | 1%                   | 1%                 | 6%                 | 11%       | 81%            | 92% | 4.71        | 301  |
| Footpaths         | 13%                  | 10%                | 19%                | 24%       | 32%            | 56% | 3.49        | 301  |
| Water supply      | 12%                  | 4%                 | 12%                | 11%       | 61%            | 72% | 4.05        | 301  |
| Sewerage          | 20%                  | 7%                 | 13%                | 12%       | 49%            | 61% | 3.64        | 301  |
| Kerb and gutters  | 18%                  | 7%                 | 15%                | 22%       | 38%            | 60% | 3.55        | 301  |
| Council buildings | 19%                  | 12%                | 30%                | 17%       | 22%            | 39% | 3.12        | 301  |

### Detailed Overall Response for Satisfaction

|                   | Not at all satisfied | Not very satisfied | Somewhat satisfied | Satisfied | Very satisfied | T3B | Mean rating | Base |
|-------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Unsealed roads    | 44%                  | 25%                | 19%                | 8%        | 4%             | 13% | 2.04        | 237  |
| Sealed roads      | 31%                  | 22%                | 23%                | 13%       | 8%             | 21% | 2.44        | 276  |
| Footpaths         | 17%                  | 12%                | 26%                | 23%       | 22%            | 45% | 3.20        | 168  |
| Water supply      | 14%                  | 18%                | 26%                | 18%       | 24%            | 41% | 3.18        | 205  |
| Sewerage          | 6%                   | 4%                 | 22%                | 32%       | 36%            | 68% | 3.89        | 177  |
| Kerb and gutters  | 22%                  | 22%                | 24%                | 18%       | 14%            | 31% | 2.75        | 180  |
| Council buildings | 3%                   | 9%                 | 25%                | 37%       | 26%            | 63% | 3.73        | 114  |

T3B = Important/Very important  
Scale: 1 = not at all important, 5 = very important

T3B = Somewhat satisfied/Satisfied/Very satisfied  
Scale: 1 = not at all satisfied, 5 = very satisfied



## Service Area 2: Recreation and Culture

### Detailed Overall Response for Importance

|                      | Not at all important | Not very important | Somewhat important | Important | Very important | T38 | Mean rating | Base |
|----------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Parks                | 10%                  | 4%                 | 11%                | 23%       | 52%            | 75% | 4.04        | 301  |
| Playgrounds          | 13%                  | 6%                 | 14%                | 22%       | 45%            | 67% | 3.80        | 301  |
| Swimming pools       | 9%                   | 6%                 | 12%                | 15%       | 59%            | 73% | 4.08        | 301  |
| Sportsgrounds        | 5%                   | 3%                 | 12%                | 18%       | 59%            | 77% | 4.18        | 301  |
| Libraries            | 14%                  | 10%                | 17%                | 16%       | 43%            | 59% | 3.65        | 301  |
| Festivals and events | 7%                   | 5%                 | 17%                | 18%       | 53%            | 71% | 4.05        | 301  |

### Detailed Overall Response for Satisfaction

|                      | Not at all satisfied | Not very satisfied | Somewhat satisfied | Satisfied | Very satisfied | T38 | Mean rating | Base |
|----------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Parks                | 3%                   | 7%                 | 30%                | 33%       | 26%            | 59% | 3.71        | 226  |
| Playgrounds          | 5%                   | 13%                | 24%                | 35%       | 21%            | 54% | 3.54        | 197  |
| Swimming pools       | 7%                   | 11%                | 20%                | 29%       | 33%            | 62% | 3.69        | 216  |
| Sportsgrounds        | 7%                   | 11%                | 23%                | 36%       | 23%            | 59% | 3.57        | 230  |
| Libraries            | 4%                   | 8%                 | 15%                | 35%       | 38%            | 73% | 3.96        | 168  |
| Festivals and events | 7%                   | 11%                | 22%                | 33%       | 28%            | 61% | 3.65        | 208  |

T38 = Important/Very important  
Scale: 1 = not at all important, 5 = very important

T38 = Somewhat satisfied/Satisfied/Very satisfied  
Scale: 1 = not at all satisfied, 5 = very satisfied



## Service Area 3: Regulatory Services

### Detailed Overall Response for Importance

|                                     | Not at all important | Not very important | Somewhat important | Important | Very important | T3B | Mean rating | Base |
|-------------------------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Town planning                       | 6%                   | 7%                 | 16%                | 18%       | 53%            | 70% | 4.03        | 301  |
| Development approvals               | 10%                  | 9%                 | 17%                | 19%       | 45%            | 65% | 3.82        | 301  |
| Animals, weeds, and pest management | 3%                   | 6%                 | 12%                | 19%       | 59%            | 78% | 4.23        | 301  |
| Rubbish                             | 6%                   | 4%                 | 9%                 | 18%       | 63%            | 81% | 4.20        | 301  |
| Council customer service            | 4%                   | 4%                 | 11%                | 24%       | 56%            | 81% | 4.24        | 301  |

### Detailed Overall Response for Satisfaction

|                                     | Not at all satisfied | Not very satisfied | Somewhat satisfied | Satisfied | Very satisfied | T3B | Mean rating | Base |
|-------------------------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Town planning                       | 19%                  | 27%                | 29%                | 16%       | 10%            | 26% | 2.72        | 204  |
| Development approvals               | 21%                  | 20%                | 29%                | 20%       | 10%            | 30% | 2.78        | 186  |
| Animals, weeds, and pest management | 21%                  | 28%                | 24%                | 16%       | 11%            | 27% | 2.68        | 227  |
| Rubbish                             | 10%                  | 13%                | 22%                | 32%       | 22%            | 54% | 3.42        | 238  |
| Council customer service            | 13%                  | 10%                | 28%                | 31%       | 18%            | 49% | 3.32        | 233  |

T2B = Important/Very important  
Scale: 1 = not at all important, 5 = very important

T3B = Somewhat satisfied/Satisfied/Very satisfied  
Scale: 1 = not at all satisfied, 5 = very satisfied





## Service Area 4: Community Services

### Detailed Overall Response for Importance

|                     | Not at all important | Not very important | Somewhat important | Important | Very important | T2B | Mean rating | Base |
|---------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Public toilets      | 6%                   | 3%                 | 9%                 | 20%       | 61%            | 81% | 4.27        | 301  |
| Cemeteries          | 6%                   | 7%                 | 9%                 | 18%       | 61%            | 79% | 4.24        | 301  |
| Children's services | 11%                  | 5%                 | 10%                | 10%       | 64%            | 74% | 4.10        | 301  |
| Youth services      | 11%                  | 5%                 | 14%                | 16%       | 53%            | 69% | 3.94        | 301  |
| Indigenous services | 14%                  | 5%                 | 19%                | 13%       | 44%            | 59% | 3.67        | 301  |
| Cultural services   | 14%                  | 8%                 | 23%                | 16%       | 39%            | 55% | 3.57        | 301  |

### Detailed Overall Response for Satisfaction

|                     | Not at all satisfied | Not very satisfied | Somewhat satisfied | Satisfied | Very satisfied | T3B | Mean rating | Base |
|---------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Public toilets      | 11%                  | 16%                | 20%                | 29%       | 16%            | 40% | 3.22        | 238  |
| Cemeteries          | 9%                   | 11%                | 24%                | 23%       | 31%            | 54% | 3.55        | 237  |
| Children's services | 7%                   | 21%                | 34%                | 23%       | 16%            | 39% | 3.20        | 206  |
| Youth services      | 15%                  | 19%                | 33%                | 19%       | 13%            | 34% | 3.01        | 191  |
| Indigenous services | 7%                   | 13%                | 27%                | 20%       | 23%            | 53% | 3.32        | 161  |
| Cultural services   | 7%                   | 14%                | 31%                | 20%       | 19%            | 40% | 3.38        | 156  |

T2B = Important/Very important  
Scale: 1 = not at all important, 5 = very important

T3B = Somewhat satisfied/Satisfied/Very satisfied  
Scale: 1 = not at all satisfied, 5 = very satisfied



## Service Area 5: Economic Support

### Detailed Overall Response for Importance

|                  | Not at all important | Not very important | Somewhat important | Important | Very important | T3B | Mean rating | Base |
|------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Industry support | 4%                   | 3%                 | 16%                | 19%       | 58%            | 73% | 4.18        | 301  |
| Tourism          | 2%                   | 6%                 | 10%                | 18%       | 65%            | 82% | 4.38        | 301  |
| Caravan parks    | 5%                   | 6%                 | 14%                | 20%       | 54%            | 74% | 4.12        | 301  |
| Airports         | 4%                   | 4%                 | 14%                | 16%       | 62%            | 78% | 4.28        | 301  |

### Detailed Overall Response for Satisfaction

|                  | Not at all satisfied | Not very satisfied | Somewhat satisfied | Satisfied | Very satisfied | T3B | Mean rating | Base |
|------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Industry support | 13%                  | 19%                | 38%                | 24%       | 7%             | 31% | 2.93        | 217  |
| Tourism          | 11%                  | 12%                | 32%                | 28%       | 20%            | 45% | 3.32        | 248  |
| Caravan parks    | 13%                  | 12%                | 22%                | 23%       | 30%            | 53% | 3.46        | 219  |
| Airports         | 7%                   | 9%                 | 29%                | 27%       | 29%            | 56% | 3.63        | 231  |

T3B = Important/Very important  
Scale: 1 = not at all important, 5 = very important

T3B = Somewhat satisfied/Satisfied/Very satisfied  
Scale: 1 = not at all satisfied, 5 = very satisfied



## Service Area 6: Town and Village Appearance

### Detailed Overall Response for Importance

|                       | Not at all important | Not very important | Somewhat important | Important | Very important | T38 | Mean rating | Base |
|-----------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Order and cleanliness | 3%                   | 3%                 | 3%                 | 19%       | 72%            | 91% | 4.34        | 301  |
| Signage               | 2%                   | 5%                 | 11%                | 22%       | 60%            | 82% | 4.34        | 301  |
| Nature strips         | 10%                  | 7%                 | 19%                | 25%       | 39%            | 64% | 3.77        | 301  |
| Attractiveness        | 4%                   | 3%                 | 12%                | 23%       | 59%            | 81% | 4.30        | 301  |
| CBD main streets      | 3%                   | 3%                 | 10%                | 19%       | 65%            | 84% | 4.39        | 301  |

### Detailed Overall Response for Satisfaction

|                       | Not at all satisfied | Not very satisfied | Somewhat satisfied | Satisfied | Very satisfied | T38 | Mean rating | Base |
|-----------------------|----------------------|--------------------|--------------------|-----------|----------------|-----|-------------|------|
| Order and cleanliness | 6%                   | 16%                | 31%                | 32%       | 16%            | 48% | 3.36        | 273  |
| Signage               | 6%                   | 13%                | 28%                | 37%       | 16%            | 53% | 3.44        | 247  |
| Nature strips         | 9%                   | 14%                | 33%                | 30%       | 15%            | 43% | 3.28        | 192  |
| Attractiveness        | 12%                  | 19%                | 34%                | 25%       | 10%            | 38% | 3.01        | 244  |
| CBD main streets      | 12%                  | 14%                | 39%                | 22%       | 13%            | 35% | 3.10        | 252  |

T38 = Important/Very important  
Scale: 1 = not at all important, 5 = very important

T38 = Somewhat satisfied/Satisfied/Very satisfied  
Scale: 1 = not at all satisfied, 5 = very satisfied



## Comparison to Previous Research

| Service/Facility (Table 1 of 2)     | Importance (Top 3 Box) |      | Satisfaction (Top 3 Box) |      |
|-------------------------------------|------------------------|------|--------------------------|------|
|                                     | 2022                   | 2020 | 2022                     | 2020 |
| Unsealed roads                      | 79%                    | 77%  | 32%                      | 35%  |
| Sealed roads                        | 92%                    | 88%  | 46%                      | 57%  |
| Footpaths                           | 56%                    | 55%  | 71%                      | 62%  |
| Water supply                        | 72%                    | 76%  | 67%                      | 62%  |
| Sewerage                            | 61%                    | 63%  | 91%                      | 83%  |
| Kerb and gutters                    | 60%                    | 56%  | 55%                      | 57%  |
| Council buildings                   | 39%                    | 55%  | 80%                      | 87%  |
| Parks                               | 75%                    | 75%  | 90%                      | 77%  |
| Playgrounds                         | 67%                    | 70%  | 82%                      | 74%  |
| Swimming pools                      | 73%                    | 84%  | 82%                      | 83%  |
| Sportsgrounds                       | 77%                    | 83%  | 82%                      | 69%  |
| Libraries                           | 39%                    | 73%  | 80%                      | 80%  |
| Festivals and events                | 71%                    | 74%  | 83%                      | 72%  |
| Town planning                       | 70%                    | 76%  | 55%                      | 58%  |
| Development approvals               | 65%                    | 70%  | 55%                      | 53%  |
| Animals, weeds, and pest management | 78%                    | 85%  | 51%                      | 56%  |
| Rubbish                             | 81%                    | 83%  | 76%                      | 63%  |
| Council customer service            | 81%                    | 78%  | 77%                      | 74%  |

Significantly higher / lower level of importance/satisfaction (by year)

52

## Comparison to Previous Research

| Service/Facility (Table 2 of 2) | Importance (T28) |      | Satisfaction (T38) |      |
|---------------------------------|------------------|------|--------------------|------|
|                                 | 2022             | 2020 | 2022               | 2020 |
| Public toilets                  | 81%              | 83%  | 73%                | 66%  |
| Cemeteries                      | 79%              | 83%  | 80%                | 83%  |
| Children's services             | 74%              | 82%  | 72%                | 77%  |
| Youth services                  | 69%              | 74%  | 66%                | 71%  |
| Indigenous services             | 69%              | 72%  | 81%                | 71%  |
| Cultural services               | 68%              | 66%  | 79%                | 79%  |
| Industry support                | 76%              | 80%  | 68%                | 67%  |
| Tourism                         | 82%              | 83%  | 77%                | 72%  |
| Caravan parks                   | 74%              | 78%  | 78%                | 70%  |
| Airports                        | 78%              | 86%  | 85%                | 75%  |
| Order and cleanliness           | 91%              | 92%  | 78%                | 80%  |
| Signage                         | 82%              | 83%  | 81%                | 80%  |
| Nature strips                   | 64%              | 61%  | 77%                | 77%  |
| Attractiveness                  | 81%              | 78%  | 68%                | 62%  |
| CBD main streets                | 84%              | 84%  | 74%                | 66%  |

Significantly **higher** / **lower** level of importance/satisfaction (by year)

53



## 2.2 Importance Compared to the Micromex Benchmark

| Service/Facility (Table 1 of 2)     | Walgett Shire Council<br>T2 box<br>importance score | Micromex LGA<br>Benchmark – Regional<br>T2 box importance score | Variance |
|-------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------|----------|
| Caravan parks                       | 74%▲                                                | 61%                                                             | 13%      |
| CBD main streets                    | 84%                                                 | 76%                                                             | 7%       |
| Tourism                             | 82%                                                 | 76%                                                             | 7%       |
| Cemeteries                          | 79%                                                 | 74%                                                             | 6%       |
| Order and cleanliness               | 91%                                                 | 87%                                                             | 3%       |
| Swimming pools                      | 73%                                                 | 71%                                                             | 3%       |
| Unsealed roads                      | 79%                                                 | 78%                                                             | 2%       |
| Airports                            | 78%                                                 | 77%                                                             | 1%       |
| Sportsgrounds                       | 77%                                                 | 76%                                                             | 1%       |
| Nature strips                       | 64%                                                 | 63%                                                             | 1%       |
| Animals, weeds, and pest management | 78%                                                 | 78%                                                             | 0%       |
| Festivals and events                | 71%                                                 | 70%                                                             | 0%       |
| Sealed roads                        | 92%                                                 | 93%                                                             | 0%       |
| Public toilets                      | 81%                                                 | 82%                                                             | -1%      |
| Council customer service            | 81%                                                 | 83%                                                             | -2%      |
| Youth services                      | 69%                                                 | 74%                                                             | -5%      |
| Development approvals               | 60%                                                 | 72%                                                             | -7%      |
| Cultural services                   | 50%                                                 | 59%                                                             | -4%      |

Note: Benchmark differences are based on assumed variants of +/- 10%, with variants beyond +/- 10% more likely to be significant

▲/▼ = positive/negative difference equal to/greater than 10% from Benchmark.

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## 2.2 Importance Compared to the Micromex Benchmark

| Service/Facility (Table 2 of 2) | Walgett Shire Council<br>T2 box<br>importance score | Micromex LGA<br>Benchmark – Regional<br>T2 box importance score | Variance |
|---------------------------------|-----------------------------------------------------|-----------------------------------------------------------------|----------|
| Children's services             | 74%                                                 | 81%                                                             | -7%      |
| Parks                           | 75%                                                 | 83%                                                             | -8%      |
| Rubbish                         | 81% ▼                                               | 91%                                                             | -10%     |
| Indigenous services             | 59% ▼                                               | 70%                                                             | -10%     |
| Town planning                   | 70% ▼                                               | 80%                                                             | -10%     |
| Libraries                       | 59% ▼                                               | 70%                                                             | -11%     |
| Industry support                | 75% ▼                                               | 88%                                                             | -13%     |
| Kerb and gutters                | 60% ▼                                               | 73%                                                             | -13%     |
| Water supply                    | 72% ▼                                               | 88%                                                             | -16%     |
| Playgrounds                     | 67% ▼                                               | 83%                                                             | -16%     |
| Sewerage                        | 61% ▼                                               | 80%                                                             | -20%     |
| Footpaths                       | 56% ▼                                               | 81%                                                             | -25%     |
| Council buildings               | 39% ▼                                               | 68%                                                             | -29%     |

Note: Benchmark differences are based on assumed variants of +/- 10%, with variants beyond +/- 10% more likely to be significant  
 ▲/▼ = positive/negative difference equal to/greater than 10% from Benchmark.

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## 2.2 Satisfaction Compared to the Micromex Benchmark

| Service/Facility (Table 1 of 2) | Walgett Shire Council<br>13 box<br>satisfaction score | Micromex LGA<br>Benchmark – Regional<br>13 box satisfaction score | Variance |
|---------------------------------|-------------------------------------------------------|-------------------------------------------------------------------|----------|
| Parks                           | 90%                                                   | 86%                                                               | 3%       |
| Footpaths                       | 71%                                                   | 68%                                                               | 3%       |
| Public toilets                  | 73%                                                   | 72%                                                               | 1%       |
| Nature strips                   | 77%                                                   | 76%                                                               | 1%       |
| Indigenous services             | 81%                                                   | 80%                                                               | 1%       |
| Sewerage                        | 91%                                                   | 90%                                                               | 1%       |
| Council buildings               | 88%                                                   | 88%                                                               | 0%       |
| Airports                        | 85%                                                   | 86%                                                               | -1%      |
| Swimming pools                  | 82%                                                   | 85%                                                               | -3%      |
| CBD main streets                | 74%                                                   | 77%                                                               | -3%      |
| Playgrounds                     | 82%                                                   | 86%                                                               | -4%      |
| Festivals and events            | 83%                                                   | 87%                                                               | -4%      |
| Libraries                       | 88%                                                   | 94%                                                               | -6%      |
| Council customer service        | 77%                                                   | 83%                                                               | -6%      |
| Industry support                | 68%                                                   | 74%                                                               | -6%      |
| Youth services                  | 66%                                                   | 74%                                                               | -7%      |

**Note:** Benchmark differences are based on assumed variants of +/- 10%, with variants beyond +/- 10% more likely to be significant  
 ▲/▼ = positive/negative difference equal to/greater than 10% from Benchmark.

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## 2.2 Satisfaction Compared to the Micromex Benchmark

| Service/Facility (Table 2 of 2)     | Walgett Shire Council<br>T3 box<br>satisfaction score | Micromex LGA<br>Benchmark – Regional<br>T3 box satisfaction score | Variance |
|-------------------------------------|-------------------------------------------------------|-------------------------------------------------------------------|----------|
| Order and cleanliness               | 78%                                                   | 84%                                                               | -7%      |
| Tourism                             | 77%                                                   | 84%                                                               | -7%      |
| Sportsgrounds                       | 82%                                                   | 90%                                                               | -8%      |
| Development approvals               | 59%                                                   | 68%                                                               | -9%      |
| Cemeteries                          | 80% ▼                                                 | 90%                                                               | -10%     |
| Rubbish                             | 76% ▼                                                 | 88%                                                               | -12%     |
| Cultural services                   | 79% ▼                                                 | 91%                                                               | -12%     |
| Sealed roads                        | 46% ▼                                                 | 58%                                                               | -12%     |
| Caravan parks                       | 78% ▼                                                 | 87%                                                               | -12%     |
| Children's services                 | 72% ▼                                                 | 85%                                                               | -13%     |
| Town planning                       | 56% ▼                                                 | 68%                                                               | -13%     |
| Kerb and gutters                    | 55% ▼                                                 | 69%                                                               | -14%     |
| Water supply                        | 67% ▼                                                 | 85%                                                               | -18%     |
| Unsealed roads                      | 32% ▼                                                 | 52%                                                               | -20%     |
| Animals, weeds, and pest management | 51% ▼                                                 | 74%                                                               | -23%     |

Note: Benchmark differences are based on assumed variants of +/- 10%, with variants beyond +/- 10% more likely to be significant  
 ▲/▼ = positive/negative difference equal to/greater than 10% from Benchmark.

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## Performance Gap Analysis

When analysing performance gap data, it is important to consider both stated satisfaction and the absolute size of the performance gap.

| Service Area (Table 1 of 2) | Service/Facility                    | Importance T2 Box | Satisfaction T3 Box | Performance Gap (Importance – Satisfaction) |
|-----------------------------|-------------------------------------|-------------------|---------------------|---------------------------------------------|
| Infrastructure              | Unsealed roads                      | 79%               | 32%                 | 47%                                         |
| Infrastructure              | Sealed roads                        | 92%               | 46%                 | 46%                                         |
| Regulatory services         | Animals, weeds, and pest management | 78%               | 51%                 | 27%                                         |
| Regulatory services         | Town planning                       | 70%               | 55%                 | 15%                                         |
| Town and village appearance | Attractiveness                      | 81%               | 68%                 | 13%                                         |
| Town and village appearance | Order and cleanliness               | 91%               | 78%                 | 13%                                         |
| Town and village appearance | CBD main streets                    | 84%               | 74%                 | 10%                                         |
| Community services          | Public toilets                      | 81%               | 73%                 | 8%                                          |
| Economic support            | Industry support                    | 75%               | 68%                 | 7%                                          |
| Regulatory services         | Development approvals               | 65%               | 59%                 | 6%                                          |
| Economic support            | Tourism                             | 82%               | 77%                 | 5%                                          |
| Infrastructure              | Water supply                        | 72%               | 67%                 | 5%                                          |
| Infrastructure              | Kerb and gutters                    | 60%               | 55%                 | 5%                                          |
| Regulatory services         | Rubbish                             | 81%               | 76%                 | 5%                                          |
| Regulatory services         | Council customer service            | 81%               | 77%                 | 4%                                          |
| Community services          | Youth services                      | 69%               | 66%                 | 3%                                          |
| Community services          | Children's services                 | 74%               | 72%                 | 2%                                          |

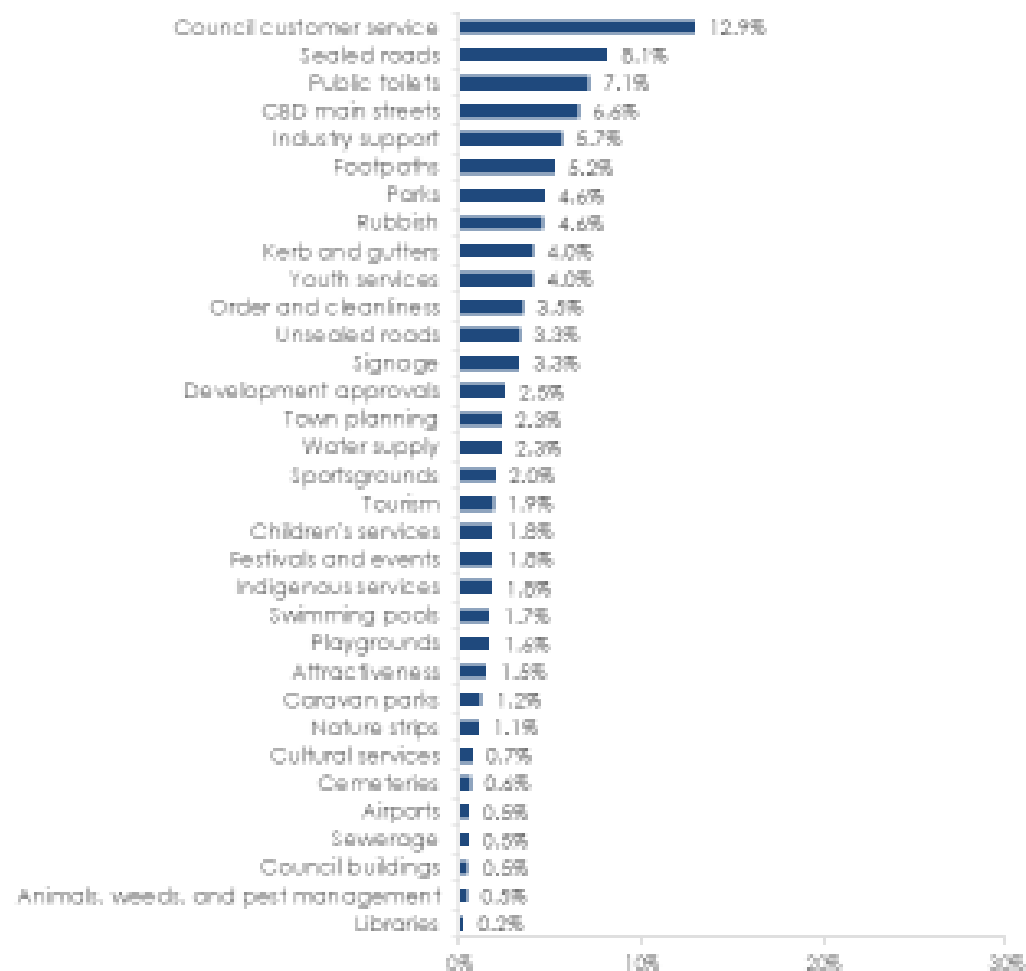
59

## Performance Gap Analysis

| Service Area (Table 2 of 2) | Service/Facility     | Importance T3 Box | Satisfaction T3 Box | Performance Gap (Importance – Satisfaction) |
|-----------------------------|----------------------|-------------------|---------------------|---------------------------------------------|
| Town and village appearance | Signage              | 82%               | 81%                 | 1%                                          |
| Community services          | Cemeteries           | 79%               | 80%                 | -1%                                         |
| Economic support            | Caravan parks        | 74%               | 75%                 | -1%                                         |
| Recreation and culture      | Sportsgrounds        | 77%               | 82%                 | -5%                                         |
| Economic support            | Airports             | 78%               | 85%                 | -7%                                         |
| Recreation and culture      | Swimming pools       | 73%               | 82%                 | -9%                                         |
| Recreation and culture      | Festivals and events | 71%               | 83%                 | -12%                                        |
| Town and village appearance | Nature strips        | 64%               | 77%                 | -13%                                        |
| Recreation and culture      | Parks                | 75%               | 90%                 | -15%                                        |
| Infrastructure              | Footpaths            | 56%               | 71%                 | -15%                                        |
| Recreation and culture      | Playgrounds          | 67%               | 82%                 | -15%                                        |
| Community services          | Indigenous services  | 59%               | 81%                 | -22%                                        |
| Community services          | Cultural services    | 58%               | 79%                 | -24%                                        |
| Recreation and culture      | Libraries            | 59%               | 88%                 | -29%                                        |
| Infrastructure              | Sewerage             | 61%               | 91%                 | -30%                                        |
| Infrastructure              | Council buildings    | 39%               | 88%                 | -49%                                        |

## Influence on Overall Satisfaction

The chart below summarises the influence of the 33 facilities/services on overall satisfaction with Council's performance, based on the regression analysis:



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## Most Valued Aspect of Living in Walgett Shire

Q4a. What do you value most about living in the Walgett Shire area?

|                                                        | Base N=301 |
|--------------------------------------------------------|------------|
| Community/feel close to family/friends/friendly people | 44%        |
| Atmosphere e.g., quiet, relaxed, peaceful              | 14%        |
| Lifestyle e.g., rural, outback                         | 12%        |
| Natural environment/wildlife/climate                   | 11%        |
| Great services/facilities in the LGA                   | 10%        |
| Lived here all my life/good place to live/nice area    | 8%         |
| Work opportunities                                     | 8%         |
| Freedom/isolation/open space the area provides         | 7%         |
| Agricultural activity                                  | 3%         |
| Bone baths                                             | 3%         |
| Opal industry                                          | 3%         |
| Diverse area                                           | 2%         |
| Not an overpopulated area/no traffic                   | 2%         |
| Rich heritage of the area                              | 2%         |
| Safe area to live                                      | 2%         |
| Tourism in the area                                    | 2%         |
| Location/proximity to services/facilities              | 1%         |
| Love the cleanliness/maintenance of the town           | 1%         |
| Aboriginal cemetery                                    | <1%        |
| Affordability                                          | <1%        |
| Anglican church in the area is great                   | <1%        |
| Education system                                       | <1%        |
| Other                                                  | 1%         |
| Don't know/nothing/unsure                              | 6%         |



## Top Priority Issues for Council to Focus On

Q3. Thinking of the next 10 years, what do you believe will be the highest priority issues within the local area?

|                                                                                | Base N=301 |
|--------------------------------------------------------------------------------|------------|
| Nett Roads                                                                     | 60%        |
| Fixing/maintaining roads, including road networks and kerb and guttering       | 55%        |
| Road management/network and supporting infrastructure- kerb and guttering, etc | 12%        |
| Encouraging tourism                                                            | 20%        |
| Town maintenance/cleanliness/beautification                                    | 18%        |
| Services/facilities for children/youth                                         | 14%        |
| Improved communication/planning/transparency/management from Council           | 14%        |
| Employment/business opportunities/support/local economy                        | 11%        |
| Adequate health care services                                                  | 10%        |
| Improving/maintaining services/facilities e.g., pools, toilets                 | 8%         |
| Availability/affordability of housing/accommodation                            | 8%         |
| Improved/greater access to education                                           | 8%         |
| Preparing and recovering from floods                                           | 6%         |
| Quality of water/water supply                                                  | 6%         |
| Need for additional infrastructure                                             | 5%         |
| Improved value for rate dollar/Allocation of funding                           | 4%         |
| More footpaths/walking tracks                                                  | 4%         |
| Community safety e.g., more policing, drug use                                 | 3%         |
| Animal control/welfare                                                         | 2%         |
| Improve/Encourage retail services in the area                                  | 2%         |
| Public transport                                                               | 2%         |
| Waste services e.g., recycling                                                 | 2%         |
| Becoming a more multicultural area                                             | 1%         |
| Better provision of aged care services                                         | 1%         |
| Implementing sewerage                                                          | 1%         |
| Improve telecommunications network                                             | 1%         |
| Improve/more sporting facilities                                               | 1%         |
| Indigenous services                                                            | 1%         |
| Maintaining the opal industry                                                  | 1%         |
| Maintenance of bare baths                                                      | 1%         |
| More trees and shaded areas                                                    | 1%         |
| Need for postal delivery                                                       | 1%         |
| Parks/gardens                                                                  | 1%         |
| Other                                                                          | 3%         |
| Don't know/nothing                                                             | 2%         |

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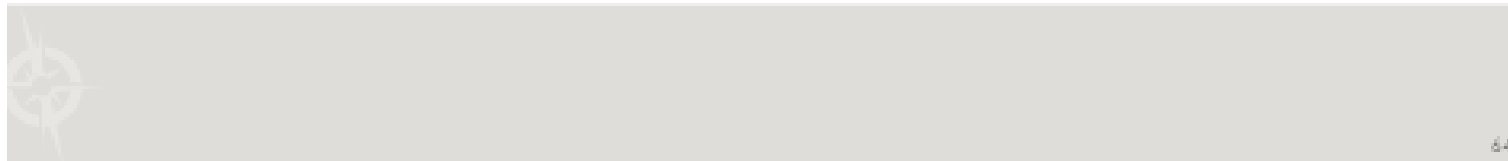
## Disability Inclusion Planning

Q5c. In order to understand the environmental or social barriers that may hinder a person's full participation in the community on an equal basis, we would like to find out more on how Council can make improvements to assist people with a disability. What sort of improvements do you think Council needs to make in this area? (e.g., improved footpaths, signage, etc.)

|                        | Overall | Male | Female | 18 – 34 | 35 – 49 | 50 – 64 | 65+ |
|------------------------|---------|------|--------|---------|---------|---------|-----|
| Improvements suggested | 60%     | 53%  | 66%    | 71%     | 59%     | 62%     | 50% |
| Nothing/not sure       | 40%     | 45%  | 34%    | 29%     | 41%     | 38%     | 50% |
| Base                   | 301     | 153  | 148    | 71      | 98      | 88      | 84  |

|                        | Walgett | Lightning Ridge | Other rural | Ratepayer | Non-ratepayer |
|------------------------|---------|-----------------|-------------|-----------|---------------|
| Improvements suggested | 61%     | 69%             | 51%         | 56%       | 77%           |
| Nothing/not sure       | 39%     | 31%             | 49%         | 44%       | 23%           |
| Base                   | 94      | 104             | 103         | 234       | 67            |

Significantly higher/ lower percentage (by group)



## Disability Inclusion Planning

Q5c. In order to understand the environmental or social barriers that may hinder a person's full participation in the community on an equal basis, we would like to find out more on how Council can make improvements to assist people with a disability. What sort of improvements do you think Council needs to make in this area? (e.g. improved footpaths, signage, etc.)

|                                                                                                            | % of those who suggested an improvement<br>(N=181) | % of total<br>(N=301) |
|------------------------------------------------------------------------------------------------------------|----------------------------------------------------|-----------------------|
| Improved accessibility to community facilities e.g., ramps                                                 | 35%                                                | 21%                   |
| Better condition/maintenance of footpaths                                                                  | 30%                                                | 18%                   |
| Inclusive services/facilities for those with a disability e.g., social groups, more services/opportunities | 28%                                                | 16%                   |
| Roads need to be improved/kerb and guttering                                                               | 13%                                                | 8%                    |
| More community transport for those with a disability                                                       | 7%                                                 | 4%                    |
| Council communication/consultation                                                                         | 6%                                                 | 3%                    |
| Better signage                                                                                             | 5%                                                 | 3%                    |
| Increase job opportunities for those with a disability                                                     | 3%                                                 | 2%                    |
| Additional disabled parking options                                                                        | 3%                                                 | 2%                    |
| Improved disability awareness/education of the community/consultation                                      | 2%                                                 | 1%                    |
| Improve pedestrian crossings                                                                               | 2%                                                 | 1%                    |
| More seats down the main streets                                                                           | 2%                                                 | 1%                    |
| A lot of elderly people in town                                                                            | 1%                                                 | 1%                    |
| Policing                                                                                                   | 1%                                                 | 1%                    |
| More disabled toilets                                                                                      | 1%                                                 | 1%                    |
| Stormwater drainage                                                                                        | 1%                                                 | 1%                    |
| Maintenance of community facilities                                                                        | 1%                                                 | <1%                   |
| Animal control                                                                                             | 1%                                                 | <1%                   |
| More street lighting                                                                                       | <1%                                                | <1%                   |
| Catering for a wider range of individuals with varying disabilities                                        | <1%                                                | <1%                   |
| More equality across all areas of the LGA                                                                  | <1%                                                | <1%                   |
| Other                                                                                                      | 5%                                                 | 3%                    |



## Agreement Statements

Q4c. How strongly do you agree or disagree with the following statements?

| Top 2 Box                                                                         | Overall | Male | Female | 18 – 34 | 35 – 49 | 50 – 64 | 65+ |
|-----------------------------------------------------------------------------------|---------|------|--------|---------|---------|---------|-----|
| I feel a part of my local community                                               | 79%     | 78%  | 80%    | 73%     | 82%     | 79%     | 81% |
| Walgett Shire is a good place to live                                             | 76%     | 80%  | 71%    | 78%     | 65%     | 73%     | 83% |
| Walgett Shire is a harmonious, respectful and tolerant community                  | 51%     | 52%  | 49%    | 50%     | 49%     | 41%     | 64% |
| Housing in the area is affordable                                                 | 46%     | 57%  | 34%    | 48%     | 37%     | 42%     | 52% |
| I have enough opportunities to participate in arts and cultural activities        | 46%     | 43%  | 48%    | 30%     | 40%     | 51%     | 57% |
| I have enough opportunities to participate in sporting or recreational activities | 46%     | 48%  | 42%    | 40%     | 36%     | 48%     | 52% |
| Our town centres are vibrant and economically healthy                             | 38%     | 46%  | 31%    | 35%     | 34%     | 35%     | 48% |
| I have enough opportunities to participate in council's community consultation    | 36%     | 34%  | 38%    | 23%     | 31%     | 40%     | 45% |
| Council offers good value for money                                               | 27%     | 26%  | 27%    | 26%     | 21%     | 22%     | 36% |
| Base                                                                              | 301     | 152  | 147    | 71      | 80      | 87      | 63  |

Significantly higher / lower percentage (by group)



## Agreement Statements

Q4c. How strongly do you agree or disagree with the following statements?

| Top 2 Box – Agree/Strongly agree                                                  | Overall | Walgett | Lightning Ridge | Other rural | Ratepayer | Non-ratepayer |
|-----------------------------------------------------------------------------------|---------|---------|-----------------|-------------|-----------|---------------|
| I feel a part of my local community                                               | 79%     | 73%     | 84%             | 78%         | 78%       | 81%           |
| Walgett Shire is a good place to live                                             | 76%     | 78%     | 76%             | 73%         | 76%       | 74%           |
| Walgett Shire is a harmonious, respectful and tolerant community                  | 51%     | 46%     | 60%             | 48%         | 47%       | 62%           |
| Housing in the area is affordable                                                 | 45%     | 44%     | 37%             | 59%         | 46%       | 44%           |
| I have enough opportunities to participate in arts and cultural activities        | 45%     | 43%     | 56%             | 37%         | 48%       | 37%           |
| I have enough opportunities to participate in sporting or recreational activities | 45%     | 54%     | 42%             | 40%         | 46%       | 41%           |
| Our town centres are vibrant and economically healthy                             | 38%     | 38%     | 53%             | 23%         | 37%       | 44%           |
| I have enough opportunities to participate in council's community consultation    | 36%     | 38%     | 38%             | 31%         | 33%       | 46%           |
| Council offers good value for money                                               | 27%     | 23%     | 38%             | 19%         | 23%       | 38%           |
| Base                                                                              | 301     | 94      | 103             | 102         | 233       | 66            |

Significantly higher / lower percentage (by group)





## Background & Methodology

### Sample selection and error

A total of 301 resident interviews were completed. Respondents were selected by means of a computer based random selection process using Australian marketing lists, List Brokers and the Electronic White Pages.

A sample size of 301 residents provides a maximum sampling error of plus or minus 5.7% at 95% confidence. This means that if the survey was replicated with a new universe of N=301 residents, 19 times out of 20 we would expect to see the same results, i.e. +/- 5.7%.

For the survey under discussion the greatest margin of error is 5.7%. This means, for example, that an answer such as 'yes' (50%) to a question could vary from 44% to 56%.

The sample was weighted by age and gender to reflect the 2021 ABS Census data for Walgett Shire Council.

### Interviewing

Interviewing was conducted in accordance with The Research Society Code of Professional Behaviour.

### Prequalification

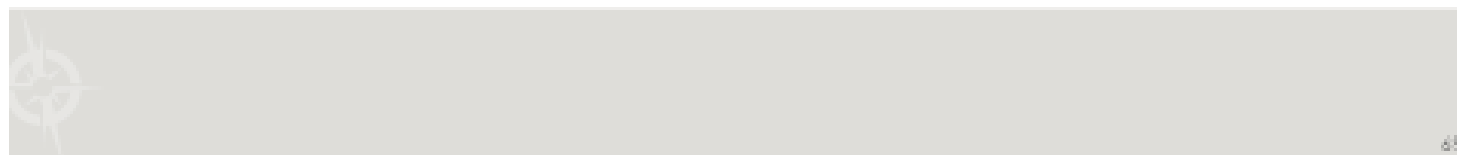
Participants in this survey were pre-qualified as being over the age of 18, and not working for, nor having an immediate family member working for, Walgett Shire Council.

### Data analysis

The data within this report was analysed using Q Professional.

Within the report, ▲▼ and blue and red font colours are used to identify statistically significant differences between groups, i.e., gender, age, ratepayer status and residential location.

Significance difference testing is a statistical test performed to evaluate the difference between two measurements. To identify the statistically significant differences between the groups of means, 'One-Way Anova tests' and 'Independent Samples T-tests' were used. 'Z Tests' were also used to determine statistically significant differences between column percentages.





## Background & Methodology

### Ratings questions

The Unipolar Scale of 1 to 5 was used in all rating questions, where 1 was the lowest importance or satisfaction and 5 the highest importance or satisfaction.

This scale allowed us to identify different levels of importance and satisfaction across respondents.

**Top 2 (T2) Box:** refers to the aggregate percentage (%) score of the top two scores for importance, (i.e. important & very important)

**Note:** Only respondents who rated services/facilities a 4 or 5 in importance were asked to rate their satisfaction with that service/facility.

**Top 3 (T3) Box:** refers to the aggregate percentage (%) score of the top three scores for satisfaction or support, (i.e. somewhat satisfied, satisfied & very satisfied)

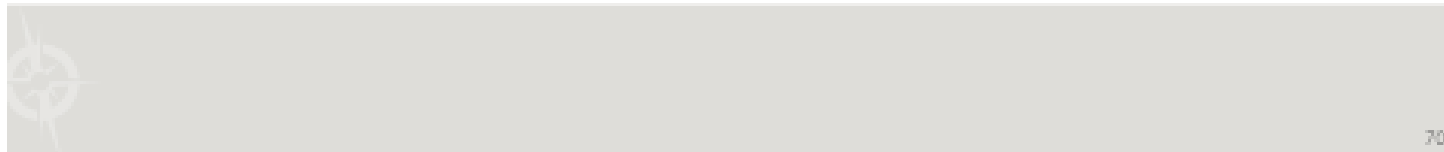
We refer to T3-Box Satisfaction in order to express moderate to high levels of satisfaction in a non-discretionary category. We only report T2-Box Importance in order to provide differentiation and allow us to demonstrate the hierarchy of community priorities.

### Percentages

All percentages are calculated to the nearest whole number and therefore the total may not exactly equal 100%.

### Micromex LGA Benchmark

Micromex has developed Community Satisfaction Benchmarks using normative data from 75 unique councils, more than 175 surveys and over 93,000 interviews since 2012.



## Councils Used to Create the Micromex Regional Benchmark

| The Regional Benchmark was composed from the Council areas listed below: |                                |                                 |
|--------------------------------------------------------------------------|--------------------------------|---------------------------------|
| AlburyCity Council                                                       | Great Lakes Council            | Narrandera Shire Council        |
| Ballina Shire Council                                                    | Hawkesbury City Council        | Parkes Shire Council            |
| Bathurst Regional Council                                                | Kempsey Shire Council          | Port Macquarie-Hastings Council |
| Bland Shire Council                                                      | Lachlan Shire Council          | Richmond Valley Council         |
| Blue Mountains City Council                                              | Lake Macquarie City Council    | Singleton Shire Council         |
| Byron Shire Council                                                      | Leeton Shire Council           | Tamworth Regional Council       |
| Cabonne Shire Council                                                    | Lismore City Council           | Tenterfield Shire Council       |
| Central Coast Council                                                    | Lithgow City Council           | Tweed Shire Council             |
| Cessnock City Council                                                    | Liverpool Plains Shire Council | Upper Hunter Shire Council      |
| Coffs Harbour City Council                                               | Maitland City Council          | Wagga Wagga City Council        |
| Devonport City Council                                                   | MidCoast Council               | Walgett Shire Council           |
| Dungog Shire Council                                                     | Mid-Western Regional Council   | Waddi Shire Council             |
| Eurobodalla Shire Council                                                | Moree Plains Shire Council     | Wingecambee Shire Council       |
| Forbes Shire Council                                                     | Murray River Council           | Wollandilly Shire Council       |
| Glen Innes Severn Shire Council                                          | Murumbidgee Shire Council      | Yass Valley Council             |
| Gosford (Central Coast Council)                                          | Narrabri Shire Council         |                                 |



## Suburb

L1. Where do you live?

| Base N=301      |     |
|-----------------|-----|
| Lightning Ridge | 34% |
| Walgett         | 31% |
| Collarenebri    | 9%  |
| Bumen Junction  | 6%  |
| Carinda         | 4%  |
| Other rural     | 4%  |
| Rowena          | 4%  |
| Cryan           | 2%  |
| Cumbarrah       | 2%  |
| Angledool       | 1%  |
| Boorooma        | 1%  |
| Game By Chance  | 1%  |
| Crawlin         | 1%  |





Walggett Shire Council  
Community Research  
August 2022

Good morning/afternoon/evening, my name is \_\_\_\_\_ and I'm calling on behalf of Walggett Shire Council from a company called Monomus. We are conducting research with residents on a range of local issues. Would you have some time to assist us please?

Finally, is your household in the Walggett Shire Council area? (If not, terminate interview)

I just have to inform you that my supervisor may monitor this call for quality control purposes and all of your details will be kept strictly confidential.

Q1. Where do you live? Prompt

- ☐ Angledool
- ☐ Boodramba
- ☐ Buman Junction
- ☐ Carraba
- ☐ Carraburnell
- ☐ Come By Chance
- ☐ Dryan
- ☐ Dumbearah
- ☐ Gnowin
- ☐ Lightning Ridge
- ☐ Ravena
- ☐ Walgett
- ☐ Other rural (please specify).....

Our unsealed roads have taken a beating with the flooding and constant rain events over the past 12 months. In the next three years Council will be allocating additional funds for the re-sheeting of unsealed roads across the shire. The focus of this allocation will be on school bus routes and high-volume traffic routes.

Q2. How supportive are you of this focus? Prompt

- ☐ Very supportive
- ☐ Supportive
- ☐ Somewhat supportive
- ☐ Not very supportive
- ☐ Not at all supportive

Part 2 – Council services and facilities

Q3a. In this section I will read out different Council services or facilities. For each of these could you please indicate that which best describes your opinion of the importance of the following services/facilities to you, and in the second part, your level of satisfaction with the performance of that service? The scale is from 1 to 5, where 1 is low importance and 5 is high importance and where 1 is low satisfaction and 5 is high satisfaction. Prompt

Infrastructure

| Service/Issue     | Importance            |                       |                       |                       |                       | Satisfaction          |                       |                       |                       |                       |                       |                       |  |
|-------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--|
|                   |                       |                       |                       |                       |                       | Low                   |                       |                       |                       |                       | High                  | N/A                   |  |
|                   | 1                     | 2                     | 3                     | 4                     | 5                     | 1                     | 2                     | 3                     | 4                     | 5                     |                       |                       |  |
| Unsealed roads    | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |  |
| Paved roads       | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |  |
| Footpaths         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |  |
| Water supply      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |  |
| Drainage          | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |  |
| Road and gutters  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |  |
| Council buildings | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |  |

Recreation and culture

|                         | Importance            |                       |                       |                       |                       | Satisfaction          |                       |                       |                       |                       | N/A                   |                       |
|-------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                         | Low                   | 1                     | 2                     | 3                     | 4                     | 5                     | Low                   | 1                     | 2                     | 3                     |                       | 4                     |
| Parks                   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Playgrounds             | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Swimming pools          | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Sportsground facilities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Festivals and events    | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Regulatory services

|                                     | Importance            |                       |                       |                       |                       | Satisfaction          |                       |                       |                       |                       | N/A                   |                       |
|-------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                     | Low                   | 1                     | 2                     | 3                     | 4                     | 5                     | Low                   | 1                     | 2                     | 3                     |                       | 4                     |
| Town planning                       | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Development approvals               | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Animals, weeds, and pest management | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Waste                               | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Council customer service            | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

**Community services**

| Community services  | Importance            |                       |                       |                       |                       | Satisfaction          |                       |                       |                       |                       | N/A                   |
|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                     | Low                   |                       | High                  |                       |                       | Low                   |                       | High                  |                       |                       |                       |
|                     | 1                     | 2                     | 3                     | 4                     | 5                     | 1                     | 2                     | 3                     | 4                     | 5                     |                       |
| Public toilets      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Cemeteries          | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Children's services | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Youth services      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Indigenous services | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Cultural services   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

**Economic support**

| Consumer Segment | Importance            |                       |                       |                       |                       | Satisfaction          |                       |                       |                       |                       | N/A                   |
|------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                  | Low                   |                       | High                  |                       |                       | Low                   |                       | High                  |                       |                       |                       |
|                  | 1                     | 2                     | 3                     | 4                     | 5                     | 1                     | 2                     | 3                     | 4                     | 5                     |                       |
| Industry support | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Tourism          | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Caravan park     | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Airports         | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

**Town and village appearance**

| Land Use Element Importance | Importance            |                       |                       |                       |                       | Satisfaction          |                       |                       |                       |                       | N/A                   |
|-----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                             | Low                   |                       | High                  |                       |                       | Low                   |                       | High                  |                       |                       |                       |
|                             | 1                     | 2                     | 3                     | 4                     | 5                     | 1                     | 2                     | 3                     | 4                     | 5                     |                       |
| Clean and cleanliness       | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Signage                     | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Home signs                  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Attractiveness              | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| CBQ main streets            | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Q3b. Overall, for the last 12 months, how satisfied are you with the performance of Council, not just on one or two issues, but across all responsibility areas? (prompt)

- ☐ Very satisfied  
☐ Satisfied  
☐ Somewhat satisfied  
☐ Not very satisfied  
☐ Not at all satisfied

**Part 4 – Future priorities**

Q4. Thinking of the next 10 years, what do you believe will be the highest priority issues within the local area?

.....

**Part 5 – Living in Walgett Shire**

Q4a. What do you value most about living in the Walgett Shire area?

.....

Q4b. Overall, how would you rate the quality of life you have living in the Shire?

- ☐ Excellent  
☐ Very good  
☐ Good  
☐ Fair  
☐ Poor  
☐ Very poor

Q4c. How strongly do you agree or disagree with the following statements, on a scale of 1 to 5 where 1 is strongly disagree and 5 is strongly agree? (prompt)

|                                                                                   | Strongly disagree     |                       | Strongly agree        |                       |
|-----------------------------------------------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                                                                   | 1                     | 2                     | 3                     | 4                     |
| Walgett Shire is a good place to live                                             | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| I feel a part of my local community                                               | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Walgett Shire is a harmonious, respectful and tolerant community                  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Housing in the area is affordable                                                 | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| I have enough opportunities to participate in arts and cultural activities        | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| I have enough opportunities to participate in sporting or recreational activities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Our town centres are vibrant and economically healthy                             | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Council offers good value for money                                               | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| I have enough opportunities to participate in council's community consultation    | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

**Part 6 – Disability inclusion planning**

Q4a. Do you identify as having a disability?

- ☐ Yes  
☐ No

Q4b. How strongly do you agree or disagree with the following statement, on a scale of 1 to 5 where 1 is strongly disagree and 5 is strongly agree? (prompt)

|                                                                                                               | Strongly disagree     |                       | Strongly agree        |                       |
|---------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                                                                                               | 1                     | 2                     | 3                     | 4                     |
| Council's services and programs are accessible and easy to use for everyone including those with a disability | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

In order to understand the environmental or social barriers that may hinder a person's full participation in the community on an equal basis, we would like to find out more on how Council can make improvements to assist people with a disability.

Q5c. What sort of improvements do you think Council needs to make in this area? (e.g. improved footpaths, signage, etc.)

- ☐ Specify.....
- ☐ None
- ☐ Not sure/Don't know

#### Part E – Demographics

I will now ask you some questions about you...

Q6. Please stop me when I read out your age group. Prompt

- ☐ 18 – 24
- ☐ 25 – 49
- ☐ 50 – 64
- ☐ 65+

Q7. Which of the following best describes the house where you are currently living? Prompt

- ☐ I/We own/are currently buying this property
- ☐ I/We currently rent this property

Q8. How long have you lived in the Walgett Shire area? Prompt

- ☐ Less than 2 years
- ☐ 2 – 5 years
- ☐ 6 – 10 years
- ☐ 11 – 20 years
- ☐ More than 20 years

Q9. Gender (by voice)

- ☐ Male
- ☐ Female

Thank you for your time and assistance. This market research is carried out in compliance with the Privacy Act, and the information you provided will be used only for research purposes. Just to remind you, I am calling from Micromex Research on behalf of Walgett Shire Council (If respondent wants our number, it is 1800 639 677).

The information contained herein is believed to be reliable and accurate, however, no guarantee is given as to its accuracy and reliability, and no responsibility or liability for any information, opinions or commentary contained herein, or for any consequences of its use, will be accepted by Micromex Research, or by any person involved in the preparation of this report.





## 9.1.7 TOURISM 2022

**REPORTING SECTION:** Executive Services  
**AUTHOR:** Michael Urquhart – General Manager  
**FILE NUMBER:** 22/10/0173

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### **Summary:**

This report is presented for Council's consideration regarding tourism for 2022 as presented by the Information Centre staff.

### **2. Background:**

Council operates two (2) registered Visitor Information Centre's Walgett and Lightning Ridge.

### **3. Current position:**

#### **Statistics Overview National/Regional/Local**

*New data from the Australian Bureau of Statistics shows NSW was the number one destination for international travellers in July, with 107,570 short-term visitor arrivals, an increase of 101,410 year on year. The three leading source countries for visitors to NSW were: New Zealand (20,860 trips) United States (12,870) and the United Kingdom (8500). For visitors arriving in NSW for long-term trips (one year or more) there were 20,540 arrivals, an increase of 18,920 compared with the corresponding month of the previous year.*

*Destination NSW has released its NSW Tourist Accommodation Snapshot for April to June 2022. The data has revealed rising occupancy rates throughout NSW.*

*NSW, Sydney and regional NSW saw rates above the same quarter in 2021 (up 11 per cent, 15 per cent and 1 per cent respectively). This was not surprising given the June 2021 quarter was a difficult period for the accommodation sector, with lockdowns and restrictions that started in Sydney from mid-June and the circuit breaker lockdown in Victoria (from late May to mid-June).*

*Accommodation supply in NSW in the June quarter was higher than March 2022 quarter – there were 22 more establishments and 727 rooms.*

*Regional NSW held the lion's share of the state's properties (77 per cent) and a slightly larger majority of rooms (51 per cent).*

*Most regional NSW areas recorded increases in occupancy rate in the June 2022 quarter compared to June 2021 quarter. The average daily rate and revenue per available room increased across all tourism regions in the June 2022 quarter. When compared to March 2022 quarter, the Blue Mountains, Capital Country, Central NSW, the Hunter, New England North West and Riverina all recorded increases in occupancy rates.*

*Business Development Manager, Country & Outback NSW provided this overview of Walgett LGA: (Noting: We can report on total international and domestic overnight and day trip visitors to Walgett but not by individual markets. Due to low volume of respondents who went to Walgett, DNSW can only provide three-year average as there is very high annual volatility in the numbers.)*

*In the last three years to Year ended March 2020, Walgett LGA received an average of 188,000 international and domestic overnight and day trip visitors per year. They stayed on average, 418,600 nights and spent on average, \$54.3 million per year.*

*The Visitor Economy in regional NSW is a valuable and important economic driver which currently contributes \$7 billion to the NSW economy, supports 107,115 businesses and 296,000 jobs. (VES2030)*

Overall NSW & more specifically Regional NSW have seen a return to pre-covid visitation with some seeing an increase in visitors to the region. July 2022 brought over 8500 visitors through the doors at Lightning Ridge Visitor Information Centre the highest numbers of visitors ever recorded since it opened its doors over 20 years ago. Local operators are reporting extremely high occupancy rates amongst motels, cabins & powered sites, travellers are notoriously reporting Lightning Ridge as “booked out” Walgett and Collarenebri accommodation operators are also reporting high weekly occupancy rates. Visitor Centres along the Kamilaroi Highway have been advising travellers to make pre-bookings for accommodation and attractions to avoid disappointment.

Statistics collected by our local Visitor Information Centres show our top source market continues to be NSW drawing specifically from Sydney, Newcastle/Hunter, Central Coast, Wollongong/South Coast, Port Macquarie.

Queensland and Victoria also come in at our second and third largest markets. As expected we’ve seen a decrease in overseas travellers with a 33% decrease in visitation compared to 2019. Interestingly travellers from Western Australia and Tasmania have dropped by almost half since before COVID however this can possibly be put down to longer than normal travel restrictions imposed on these states. The closure of the Hebel to Dirrinbandi Road several times this year may have also impacted on visitation in general diverting people away from Lightning Ridge via Moree or Bourke. We predict the cooler weather conditions may also increase our normal travel season through to December and over the summer holidays as we saw last year.

| Year        | Jan         | Feb         | Mar         | Apr         | May         | Jun         | Jul         | Aug         | Sep         | Oct         | Nov         | Dec         | Total        |
|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
| <b>2010</b> | 926         | 565         | 981         | 2704        | 2705        | 3080        | 4060        | 3109        | 3615        | 2649        | 1317        | 699         | <b>26410</b> |
| <b>2011</b> | 552         | 364         | 1125        | 2925        | 2623        | 2551        | 3359        | 2477        | 3392        | 2629        | 1321        | 947         | <b>24265</b> |
| <b>2012</b> | 1200        | 88          | 1044        | 2681        | 2399        | 2904        | 3353        | 2777        | 3390        | 2797        | 1103        | 899         | <b>24635</b> |
| <b>2013</b> | 867         | 604         | 1773        | 2783        | 2692        | 2970        | 4043        | 3035        | 3577        | 2537        | 986         | 822         | <b>26689</b> |
| <b>2014</b> | 751         | 414         | 1156        | 3075        | 2176        | 3127        | 3855        | 3145        | 3762        | 2552        | 905         | 831         | <b>25749</b> |
| <b>2015</b> | 891         | 607         | 1323        | 3674        | 2981        | 3422        | 4237        | 3449        | 4093        | 2485        | 799         | 938         | <b>28899</b> |
| <b>2016</b> | 1069        | 556         | 2405        | 3356        | 2991        | 3613        | 5659        | 4348        | 3936        | 3012        | 1372        | 1143        | <b>33460</b> |
| <b>2017</b> | 1091        | 411         | 1598        | 7042        | 6729        | 5561        | 6315        | 7409        | 6956        | 4241        | 1581        | 1151        | <b>50085</b> |
| <b>2018</b> | 1232        | 708         | 2017        | 5364        | 5311        | 5577        | 8287        | 5216        | 5933        | 5541        | 1784        | 1878        | <b>48848</b> |
| <b>2019</b> | 1260        | 944         | 1467        | 5515        | 3394        | 5199        | 7108        | 4806        | 4515        | 3902        | 1113        | 699         | <b>39922</b> |
| <b>2020</b> | <b>1067</b> | <b>865</b>  | <b>1068</b> | 53          | 39          | <b>2221</b> | <b>6552</b> | <b>4479</b> | <b>6270</b> | <b>6503</b> | <b>2647</b> | <b>1682</b> | <b>33446</b> |
| <b>2021</b> | <b>2447</b> | <b>1087</b> | <b>2767</b> | <b>6354</b> | <b>5881</b> | <b>6792</b> | <b>4878</b> | 1045        | 52          | 987         | 1551        | 866         | <b>34707</b> |
| <b>2022</b> | <b>1307</b> | <b>1003</b> | <b>2205</b> | <b>6697</b> | <b>4470</b> | <b>6392</b> | <b>8571</b> | <b>6203</b> | <b>2161</b> |             |             |             | <b>39009</b> |

Visitors numbers low due to  
flooding in the Lightning Ridge  
area

COVID-19 Lockdown

Green figures are highest visitor numbers recorded for that month

**Kamilaroi Highway Committee:**

Kamilaroi Highway AGM: Completed

Narran Lake Cultural Tour: Completed

Images sent for new promotional material for Caravan and Camping Shows in 2023

**Weekly Bulletin:**

Weekly Promotion of local events & activities, grant funding, workshops, positions vacant etc

Continues to grow in subscriptions with 15 new members in 2 weeks

**Walgett Outdoor Markets**

Successful September markets despite change of location and wet weather

Already booked in a number of stalls for November markets, booked jumping castle, food vendors, chocolate wheel etc

**Signage Projects:**

Replace Traditional Aboriginal Signage for Collarenebri & Walgett

Jimmy Little Sign & Shelter – Content Creation

Banjo Patterson Sign – content creation

Mary O'Brien Pilot Signage – Content Creation

Alex Trevallion Park Sign local Information – file at designers for creation

Replacement of Great Artesian Basin Signage at Lightning Ridge. Images taken of all signage content. Waiting on Engineering to provide measurements of all signs to then send to graphic artist for creation, also searching for replacement images.

Replacement of i-sign 400m approach

**Filming with Greg Grainger**

Filming of Water Towers

Freedom Ride Audio Tour

Muddy Waters River Filming

**Visitor Information Centre**

Update All ATDW Get Connected Listings

Brochure Distribution

New Souvenirs – Australian Animals

New Souvenirs – I Heart stickers: Walgett, Colly, LR Burren Junction etc

Noodling Kits Sold Out

Opal Miners Daughter Book Sold Out

Lucy Di Paola Books

**Advertising & Promotion + Social Media:**

Western Plains App

Plus FREE promotion across all local and regional sites/radio/social media etc

Road Closures

Media Releases –

- Ratepayer Satisfaction Survey
- Book Launch Lightning Ridge
- Markets Success

Events – All Community Events Listed on Website, Social Media, Sent to All Region Media including; Western Plains App, Western Herald, Spectator, Outback Radio etc

Council Meeting Documents + Audio

Promotion of Lets Dance in Destination NSW Newsletter

Promotion of Lets Dance Carinda Markets with all of our stall holders & via social media channels

Promotion of Julia Spicer workshops 20 Registered so far

Promotion of New Air B&B 'Ulah Lagoon Cottage' to Destination NSW

Advertising Moree Champion Bore Baths  
Promotion of ABORIGINAL COMMUNITY & PLACE PROGRAM Funding to Local Aboriginal Businesses: Scar Trees & Uraah Solutions

**4. Relevant Reference Documents:**

Local Government Act 1993

**5. Governance issues:**

Compliance with legislation LG Act 1993.

**6. Environmental issues:**

NIL

**7. Stakeholders**

Walgett Shire Council  
Walgett Shire Community  
Tourists

**8. Financial implications:**

None

**9. Alternative solutions / options:**

NIL

**10. Conclusion:**

The two (2) Visitor Information Centres continue to operate very effectively with increased visitor numbers this year.

| <b>Tourism 2022</b>                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation</b></p> <p>That Council receive and note the General Managers report detailing the tourism activities, to date, in 2022.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Nil.

### 9.1.8 UNION PICNIC DAY 2022

**REPORTING SECTION:** Executive Services  
**AUTHOR:** Michael Urquhart – General Manager  
**FILE NUMBER:** 22/10/0151

---

**Summary:**

To note Union Picnic Day, in accordance with the 2020 NSW Local Government (State) Award 2020, and to recommend a closedown of Council's operations on that day.

**Background:**

Each year Council staff celebrate Union Picnic Day in accordance with the Local Government State Award.

For Council's information the relevant provisions of the Award are as follows;

**UNION PICNIC DAY**

- (i) Union Picnic Day shall for the purposes of this Award be regarded as a holiday for employees who are financial members of the union(s). The Union Picnic Day shall be on such day as is agreed between the employer and the union(s).*
- (ii) The union(s) shall advise the employer of financial members as at the time of the Union Picnic Day. Such advice must be given at least two weeks prior to the Union Picnic Day.*
- (iii) Employees who are not financial members of the union(s) and who are required to work on Union Picnic Day, shall be paid ordinary pay for their normal working day.*
- (iv) Employees who are not financial members of the union(s) and who are not required to work on Union Picnic Day, may apply to the employer to take annual leave, long service leave, time off in lieu of overtime, leave without pay, such other leave as may be approved by the employer, or may be required by the employer to make up time.*

At times, Union Picnic Day, can leave an unsupported staffing structure to carry out normal duties of the day. I am, therefore, recommending that Council declare a Council offices close down for the day which would mean that all staff (except those in essential services) would be off work on the granted Union Picnic Day.

**Current Position:**

Following a request from the United Services Union (USU), I have agreed that Union Picnic Day should be granted on Monday 7 November 2022 and a notice to this effect will be circulated with the next pay advice.

All other Unions are also requested to take the day as Union Picnic Day.

**Relevant Reference Documents:**

NSW Local Government (State) Award 2020  
WSC Time-In-Lieu Policy and Procedure

**Stakeholders:**

Walgett Shire Council  
Walgett Shire community  
Council staff

**Financial Implications:**

Provision is made in Council's 22/23 Operational Plan and budget for Union Members to have a union picnic day.

**Alternative Solutions/Options:**

NIL

**Conclusion:**

The writer recommends Council approve Monday 7<sup>th</sup> November 2022 as the Union Picnic Day 2022 along with the closure of Council operations for that day.

| <b>Union Picnic Day 2022</b>                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation</b></p> <p>That Council:</p> <ol style="list-style-type: none"><li>1. Note Union Picnic Day will be held on Monday 7 November 2022; and</li><li>2. Confirm that all Council operations will be closed on Monday 7 November 2022 with the exception of those deemed to be essential services.</li></ol> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil.



### **9.1.9 CLOSEDOWN OF COUNCIL ADMINISTRATION OFFICES OVER THE 2022/2023 FESTIVE SEASON**

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart – General Manager  
**FILE NUMBER:** 22/10/0156

---

**Summary:**

It is considered efficient for the majority of Council's operations to close down for the workdays between Christmas and New Year's Day. It also suits the needs of the majority of staff to plan holidays during the Festive Season.

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

This year Christmas Day falls on Sunday 25<sup>th</sup> December, Boxing Day on Monday 26<sup>th</sup> December and New Year's Day on Sunday 1<sup>st</sup> January 2023. It is proposed that Council operations close down from Friday 23<sup>rd</sup> December 2022 to Friday 6<sup>th</sup> January 2023, inclusive.

For the closedown period, staff are required to utilise accumulated flex-time and/or take the balance using accrued annual leave. During the closedown essential service staff remain on duty in the garbage and water/sewer service areas and emergency service staff are rostered to be on call in other areas of Council operations.

**Relevant Reference Documents:**

NSW Local Government (State) Award 2020  
Public Holidays Act 2010  
WSC Time-In-Lieu Policy and Procedure

**Stakeholders:**

Walgett Shire Council  
Walgett Shire community  
Council staff

**Financial Implications:**

As staff will be required to take flex time and/or annual leave, during this time, any rostered staff (working during this period) will be paid at the normal rates of pay and any penalties due, in accordance with the NSW Local Government (State) Award 2020.

**Alternative Solutions/Options:**

NIL

**Conclusion:**

The writer recommends Council approve that Council administration offices be closed down from Friday 23<sup>rd</sup> December 2022 to Friday 6<sup>th</sup> January 2023, inclusive, over the festive season.

**Closedown of Council Administration Offices over the 2022/2023 Festive Season**

**Recommendation**

1. Council operations close from Friday 23 December 2022 to Friday 6<sup>th</sup> January 2023, inclusive, and the General Manager make satisfactory arrangements for the maintenance of essential services and provision of emergency call out services.
2. The closedown be effectively notified to residents, along with details of essential service and emergency call out arrangements.
3. Note a separate shutdown period will be put in place for all outdoor staff to coincide with the commencement of the skeleton crews, in accordance with the Award.

**Moved:**

**Seconded:**

**Attachments:**

Nil.

### 9.1.10 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM THE GENERAL MANAGER

**REPORTING SECTION:** Executive  
**AUTHOR:** Michael Urquhart – General Manager  
**FILE NUMBER:** 22/10/0174

---

**Summary:**

This report provides notes on items for brief mention, or information only, on more significant matters recently arising in the Engineering/Technical Services division.

**Background:**

For Councillor information purposes, the following is advised:

- Lightning Ridge and Walgett toilet facilities waiting on final elements for completion.
- Collarenebri Artesian Spring pool – Final design in progress with depth to 1.6metres as requested by Councillors.
- Walgett Splash Park – Scope of works complete and tender issued on 18<sup>th</sup> October 2022.
- Colless Grandstand – Steps, railing and down pipes currently underway.
- Walgett Showground Road and Carpark – Sealing road completed on 18<sup>th</sup> October 2022.
- Lightning Ridge “Anyone Can Play Park” – Road resumption underway and design to fit park under review.
- Collarenebri Showground Dining room – Slab and refurbishment work on dining room ready for quotation.
- Collarenebri Lawn Cemetery – Quotations are being sought for fencing of entire ground. Irrigation system to be installed by WSC staff. Hardstand for carpark to be completed when road is upgraded.
- Walgett Netball Courts – design commenced, soil test to be carried out.
- Walgett CBD Improvements – Quotations received and purchase order to be issued to successful contractor.
- Audit, Risk and Improvement Committee – In progress with FNWJO engaging Chair for all four (4) Councils.

| Matters Generally for Brief Mention or Information Only – From General Manager                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the Matters Generally for Brief Mention or Information Only from the General Manager be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil.

## 9.2 CHIEF FINANCIAL OFFICER

### 9.2.1 MONTHLY OUTSTANDING RATES AS AT 30 SEPTEMBER 2022

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0153

---

**Summary:**

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

**Background:**

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

Walgett Shire Council is classified as a Regional and Rural Council and the benchmark used for these councils in the Local Government Code of Accounting Practice and Financial Reporting is less than 10% for the Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage as at the end of the financial year.

**Current Position:**

Collection of the current years levy and arrears as at 30 September 2022 is 32.27% which is 2.03% less than the previous year collection at 30 September 2021 of 34.30%. Collections have increased in the first week of October with a total of 32.60% collected.

**Relevant Reference Documents/Policies:**

Outstanding Rates Report.

**Governance issues:**

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

**Environmental issues:**

Nil

**Stakeholders:**

Walgett Shire Council Community  
Walgett Shire Ratepayers  
Walgett Shire Council

**Financial Implications:**

The recovery of rates and charges is a key performance indicator that is analysed by external bodies such as Treasury Corp in conjunction with the Local Government Review Panel. Efforts

to improve and lower the levels of outstanding rates and charges strengthen Walgett Shire Council's long term financial position.

**Alternative Solutions/Options:**

There are no alternative solutions or options.

**Conclusion:**

The report recommends that Council note the outstanding rates and annual charges percentage.

| Monthly Outstanding Rates Report as at 30 September 2022                                                                                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>The 30 September 2022 outstanding rates report be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Monthly Report – Outstanding Rates Report

**Monthly Report - Outstanding Rates & Annual Charges as at 30 September 2022**

|                                                         | 9 October 2022        | 30 September 2022     | 30 September 2021     |
|---------------------------------------------------------|-----------------------|-----------------------|-----------------------|
| Arrears from previous year                              | 1,571,511.85          | 1,571,511.85          | 1,178,458.83          |
| Adjustment                                              |                       |                       |                       |
| Sub Total                                               | 1,571,511.85          | 1,571,511.85          | 1,178,458.83          |
| <b>Current Year Activity</b>                            |                       |                       |                       |
| Legal fees (Including write off's)                      | 500.00                | 0.00                  | (10,778.00)           |
| Adjusted Levy                                           | 10,547,703.73         | 10,547,703.73         | 10,151,680.84         |
| Interest (Including write off's)                        | 24,988.93             | 24,920.75             | 17,960.40             |
| Adjustments (Including Write Off's)                     | (194.23)              | (194.23)              | (1,953.39)            |
| Sub Total                                               | 10,572,998.43         | 10,572,430.25         | 10,156,909.85         |
| <b>Total Arrears and Adjusted Levy</b>                  | <b>12,144,510.28</b>  | <b>12,143,942.10</b>  | <b>11,335,368.68</b>  |
| Payments                                                | (3,783,398.51)        | (3,743,253.40)        | (3,690,968.81)        |
| Pensioner Concessions - Govt                            | (96,395.70)           | (96,395.70)           | (95,853.21)           |
| Pensioner Concessions - Council                         | (78,872.67)           | (78,872.67)           | (78,429.37)           |
| Discount                                                | 0.00                  | 0.00                  | 0.00                  |
| Special Rebate Council                                  | 0.00                  | 0.00                  | (22,487.25)           |
| Sub Total                                               | (3,958,666.88)        | (3,918,521.77)        | (3,887,738.64)        |
| <b>Total Remaining Levy</b>                             | <b>\$8,185,843.40</b> | <b>\$8,225,420.33</b> | <b>\$7,447,630.04</b> |
| Current                                                 | 6,601,547.33          | 6,633,458.11          | 6,264,071.32          |
| Arrears                                                 | 1,196,881.49          | 1,204,820.97          | 841,030.65            |
| Interest b/f from previous years                        | 243,004.29            | 243,018.00            | 199,461.61            |
| Current year interest                                   | 23,291.37             | 23,304.33             | 17,137.77             |
| Legals                                                  | 121,118.92            | 120,818.92            | 125,928.69            |
| <b>Total Remaining Levy</b>                             | <b>\$8,185,843.40</b> | <b>\$8,225,420.33</b> | <b>\$7,447,630.04</b> |
| <b>Variance</b>                                         | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>         |
| <b>Total YTD Collected</b>                              |                       |                       |                       |
| Collected YTD % of Levy, Arrears, Interest & Legal Fees | 32.60%                | 32.27%                | 34.30%                |
| Collected YTD % of Levy                                 | 35.78%                | 35.41%                | 36.34%                |

## 9.2.2 CASH & INVESTMENTS AS AT 30 SEPTEMBER 2022

**REPORTING SECTION:** Corporate Services  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0169

---

### Summary:

This report provides a summary and analysis of Council's cash and investments for the period ending 30<sup>th</sup> September 2022.

### Background:

The investment portfolio consists of on-call bank accounts and fixed rate interest bearing term deposits. The portfolio is regularly reviewed to maximise investment performance and minimise risk. Council's investment portfolio does not have a secondary market available for the trading of investments and is not subject to share market volatility.

Comparisons are regularly made between existing investments and other available products that meet Council policy guidelines. A comparison of Council's investment portfolio results is also made monthly to that of other NSW Councils and Walgett Shire's results from the portfolio continue to better than average.

The investments are compliant with the Relevant Reference Documents and Policies listed in this report.

### Current Position:

Council at month end held a total of \$36,283,316 in on-call bank accounts and interest-bearing term deposits with financial institutions in Australia. The investments are compliant with the Local Government Act (NSW), the associated Regulations and Ministerial Order and Council's Investment Policy.

Council's detailed investment portfolio and compliance information is shown in Attachment 1 to this report. This information is represented graphically as well as digitally and shows Council's compliance to the investment policy for all key performance indicators in the policy.

The official cash rate was raised by the RBA a further 0.50% in September 2022 and again by 0.25% in October taking the cash rate to 2.60%. The RBA's forward guidance indicated that *"the size and timing of future interest rate increases will continue to be determined by the incoming data and the Board's assessment of the outlook for inflation and the labour market. The Board remains resolute in its determination to return inflation to target and will do what is necessary to achieve that."* In its accompanying statement for the September increase, the absence of words to the effect of *"the Board expects to take further steps in the normalisation of monetary conditions in Australia over the months ahead"* as stated in prior months suggests the RBA may revert to more normal 25bp increments for policy moves as it moves into restrictive territory, subject to the economic, labour market and inflation outlook.

Council's investment portfolio continues to perform well in comparison with other LGAs in NSW.

### Relevant Reference Documents/Policies:

Local Government Act (NSW), 1993  
Local Government (General) Regulation 2005  
Ministerial Investment Order 5<sup>th</sup> January 2016  
Investment Policy (Revised and adopted in August 2022)

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Financial Implications:**

As per report

**Alternative Solutions/Options:**

Nil

**Stakeholders:**

Walgett Shire Council  
Residents of Walgett Shire Council  
Financial Institutions

**Conclusion:**

At 30th September 2022 Walgett Shire Council's total cash and invested funds totalled \$36,283,316 increasing the portfolio by \$1,946,667 from the previous month.

**Attachment:** Attachment 1 Walgett Shire Council's Portfolio reports from Imperium Markets.

**Certification – Responsible Accounting Officer**

1. I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the *Local Government Act 1993*, clause 212 of the *Local Government (General) Regulation 2021*, the *Investment Order (of the Minister) 5<sup>th</sup> January 2016*.
2. I hereby certify that Council's Cash Book and General Ledger have been reconciled to the bank statement as at the end of month.

Tony Hughes

**Chief Financial Officer – Responsible Accounting Officer**

| Cash and Investment Report as at 30 <sup>th</sup> September 2022                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the Investment report be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachment:**

Walgett Shire Council's Portfolio report from Imperium Markets





## Monthly Investment Report

### September 2022

|                                                                                                                |                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <br><b>IMPERIUM MARKETS</b> | <p>Imperium Markets Pty Ltd ABN: 87 616 579 527<br/>Authorised Representative of Libertas Financial Planning Pty Ltd AFSL 429 718<br/>Phone: +61 2 9053 2987<br/>Email: <a href="mailto:michael.chandra@imperium.markets">michael.chandra@imperium.markets</a><br/>Level 9 Suite 06, 70 Phillip Street, Sydney NSW 2000</p> |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

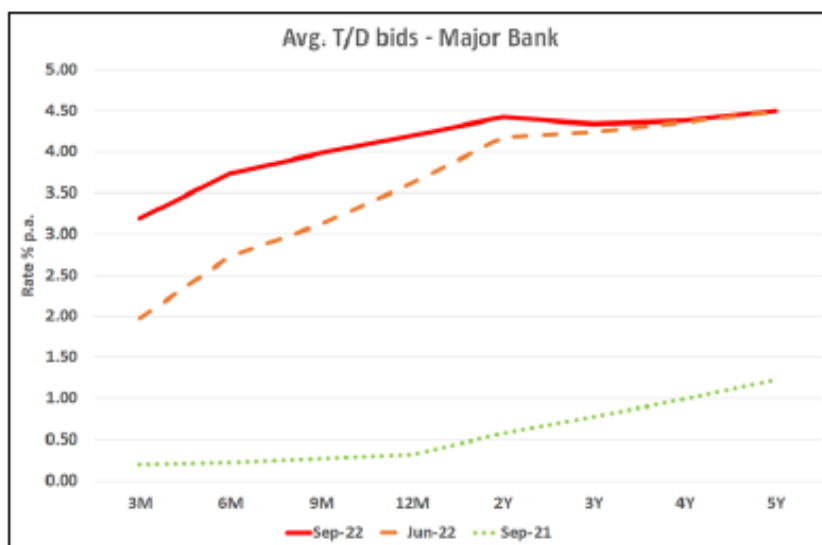


### Market Update Summary

The COVID-19 pandemic has adversely impacted financial markets, which in turn, has also affected Council's investment portfolio. We provide a quick summary in this section.

Global central banks are now aggressively increasing interest rates to get inflation back under control. Ongoing supply chain issues, China's zero-COVID strategy and the war in Ukraine has resulted in surging inflation both internationally and domestically. Longer-term bond yields have gone into overdrive, spiking through the year on central banks rhetoric and forward guidance on their stance to fight inflation. Domestically, the RBA increased the official cash rate by another 50bp in September and again by 25bp in October, taking the cash rate to 2.60%. Their forward guidance indicated that *"the size and timing of future interest rate increases will continue to be determined by the incoming data and the Board's assessment of the outlook for inflation and the labour market. The Board remains resolute in its determination to return inflation to target and will do what is necessary to achieve that"*.

The largest impact to Council's investment portfolio is with regards to its largest exposure being in bank term deposits (~80% of the portfolio). The deposit market has largely already factored in the current rate hike cycle, but continues to react to inflation and central bank guidance. The longer end (+2yrs) of the deposit curve has flattened over the past few months as the market continues to factor in the (likely) possibility of a recession over coming years. There was a slight shift in deposit yields (upwards) this month on the back of the US Fed's forward guidance suggesting they will continue to lift rates aggressively (at 'restrictive levels') in order to bring inflation under control:



Source: Imperium Markets

'New' investments above 4-4½% p.a. now appears likely if Council can continue to place the majority of its surplus funds for terms of 12 months to 2 years. *With recessionary fears being priced in coming years, investors may take an insurance policy by investing across 3-5 year fixed deposits and locking in rates above 4½% p.a. (small allocation only).*



## Council's Portfolio & Compliance

### Asset Allocation

The majority of the portfolio is directed to fixed rate term deposits (79.93%). The remainder of the portfolio is held in various cash accounts with CBA and Macquarie (20.07%).



Senior FRNs are now becoming more attractive as spreads have widened in 2022 – new issuances should now be considered again on a case by case scenario. In the interim, fixed deposits for 12 months to 3 years appear quite appealing following the spike in medium-to longer-term yields this calendar year. With recessionary fears being priced in coming years, those investors that can allocate longer-term surplus funds may take an insurance policy by investing across 3-5 year fixed deposits and locking in rates above 4½% p.a.

### Term to Maturity

The portfolio is sufficiently liquid with around 67% of the total investment portfolio maturing within 12 months, which is well above the minimum 10% limit required across 0-3 month and 3-12 month terms.

Where ongoing liquidity requirements permit Council to invest in attractive 1-2 year investments, we recommend this be allocated to medium-term fixed term deposits (refer to respective sections below).

| Compliant | Horizon       | Invested (\$) | Invested (%) | Min. Limit (%) | Max. Limit (%) | Available (\$) |
|-----------|---------------|---------------|--------------|----------------|----------------|----------------|
| ✓         | 0 - 3 months  | \$11,283,316  | 31.10%       | 10%            | 100%           | \$25,000,000   |
| ✓         | 3 - 12 months | \$13,000,000  | 35.83%       | 10%            | 100%           | \$23,283,316   |
| ✓         | 1 - 2 years   | \$6,000,000   | 16.54%       | 0%             | 70%            | \$19,398,321   |
| ✓         | 2 - 5 years   | \$6,000,000   | 16.54%       | 0%             | 50%            | \$12,141,658   |
| ✓         | 5 - 10 years  | \$0           | 0.00%        | 0%             | 25%            | \$9,070,829    |
|           |               | \$36,283,316  | 100.00%      |                |                |                |



### Counterparty

As at the end of September 2022, Council did not have an overweight position to any single ADI. Overall, the portfolio is well diversified across the entire credit spectrum.

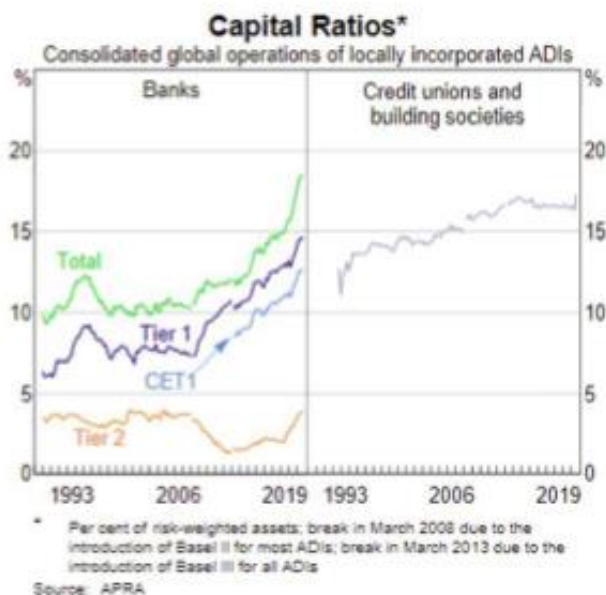
| Compliant | Issuer         | Rating | Invested (\$)       | Invested (%)   | Max. Limit (%) | Available (\$) |
|-----------|----------------|--------|---------------------|----------------|----------------|----------------|
| ✓         | CBA            | AA-    | \$10,725,532        | 29.56%         | 50%            | \$7,416,126    |
| ✓         | NAB            | AA-    | \$2,000,000         | 5.51%          | 50%            | \$16,141,658   |
| ✓         | Westpac        | AA-    | \$1,000,000         | 2.76%          | 50%            | \$17,141,658   |
| ✓         | Macquarie Bank | A+     | \$2,557,784         | 7.05%          | 40%            | \$11,955,542   |
| ✓         | Suncorp        | A+     | \$1,000,000         | 2.76%          | 40%            | \$13,513,326   |
| ✓         | ING Direct     | A      | \$1,000,000         | 2.76%          | 40%            | \$13,513,326   |
| ✓         | BOQ            | BBB+   | \$6,000,000         | 16.54%         | 30%            | \$4,884,995    |
| ✓         | AMP Bank       | BBB    | \$5,000,000         | 13.78%         | 30%            | \$5,884,995    |
| ✓         | MyState Bank   | BBB    | \$4,000,000         | 11.02%         | 30%            | \$6,884,995    |
| ✓         | JUDO           | BBB-   | \$3,000,000         | 8.27%          | 25%            | \$6,070,829    |
|           |                |        | <b>\$36,283,316</b> | <b>100.00%</b> |                |                |

In late June 2022, Standard & Poor's downgraded Suncorp-Metway from AA- to A+ (negative watch). Suncorp recently announced that it is undertaking a strategic review of its banking operations. The downgrade reflects S&P's view that the Suncorp Group's likelihood of support for the bank had "slightly" diminished and that it was no longer a core part of the Group. In July 2022, ANZ (AA-) announced it was putting a bid to buy Suncorp's banking division for ~\$4bn. Should that takeover be formalised, Suncorp-Metway's (A+) current credit rating is likely to be upgraded to ANZ's (AA-).

We remain supportive of the regional and unrated ADI sector (and have been even throughout the GFC period). They continue to remain solid, incorporate strong balance sheets, while exhibiting high levels of capital – typically, much higher compared to the higher rated ADIs. Some unrated ADIs have up to 25-40% more capital than the domestic major banks, and well above the Basel III requirements.

Overall, the lower rated ADIs (BBB and unrated) are generally now in a better financial position than they have been historically (see the Capital Ratio figure below). We believe that deposit investments with the lower rated ADIs should be considered going forward, particularly should they offer 'above market' specials. Not only would it diversify the investment portfolio and reduce credit risk, it would also improve the portfolio's overall returns. The lower rated entities are generally deemed to be the more 'ethical' ADIs compared to the higher rated ADIs.

In the current environment of high regulation and scrutiny, all domestic (and international) ADIs continue to carry high levels of capital. There is minimal (if any) probability of any ADI defaulting on their deposits going forward – this was stress tested during the GFC and the pandemic period. APRA's mandate is to "protect depositors" and provide "financial stability".





### Credit Quality

The portfolio remains well diversified across the entire credit spectrum, including some exposure to the unrated ADI sector.

There is high capacity to invest in the higher rated ADIs (A or higher), particularly after the downgrades of BoQ and AMP Bank over the past few years, as all have now fallen back into the “BBB” rated category (previously in the “A” rated category).

Pre-pandemic (March 2020), a ‘normal’ marketplace meant the lower rated ADIs (i.e. BBB category) were offering higher rates on term deposits compared to the higher rated ADIs (i.e. A or AA rated). But due to the cheap funding available provided by the RBA via their Term Funding Facility (TFF) since mid-2020<sup>1</sup>, allowing the ADIs to borrow as low as 0.10% p.a. fixed for 3 years, those lower rated ADIs (BBB rated) did not require deposit funding from the wholesale deposit from the likes of Council. Given the higher rated banks had more capacity to lend (as they have a greater pool of mortgage borrowers), they subsequently were offering higher deposit rates. In fact, some of the lower rated banks were not even offering deposit rates at all. As a result, most investors placed a higher proportion of their deposit investments with the higher rated (A or AA) ADIs over the past two years.

Going forward, with the RBA now removing these cheap borrowing facilities, this has meant the lower rated banks (BBB rated) have started to become more competitive as the market starts to ‘normalise’. Investors should have a larger opportunity to start investing a higher proportion of their surplus funds with the lower rated institutions (within Policy limits), from which the majority are considered to be the more ‘ethical’ ADIs as they generally do not lend to the Fossil Fuel industry.

All aggregate ratings categories are within the Policy limits:

| Compliant | Credit Rating | Invested (\$) | Invested (%) | Max. Limit (%) | Available (\$) |
|-----------|---------------|---------------|--------------|----------------|----------------|
| ✓         | AA Category   | \$13,725,532  | 38%          | 100%           | \$22,557,784   |
| ✓         | A Category    | \$4,557,784   | 13%          | 80%            | \$24,468,868   |
| ✓         | BBB Category  | \$18,000,000  | 50%          | 70%            | \$7,398,321    |
| ✓         | Unrated ADIs  | \$0           | 0%           | 10%            | \$3,628,332    |
|           |               | \$36,283,316  | 100%         |                |                |

<sup>1</sup> The RBA's Term Funding Facility (TFF) allowed the ADI to borrow as low as 0.10% fixed for 3 years: <https://www.rba.gov.au/mkt-operations/term-funding-facility/overview.html>





### Performance

Council's performance for the month ending 30 September 2022 is summarised as follows:

| Performance (Actual)                 | 1 month | 3 months | 6 months | FYTD  | 1 year |
|--------------------------------------|---------|----------|----------|-------|--------|
| Official Cash Rate                   | 0.19%   | 0.46%    | 0.57%    | 0.46% | 0.62%  |
| AusBond Bank Bill Index              | 0.15%   | 0.42%    | 0.49%    | 0.42% | 0.52%  |
| Council's T/D Portfolio <sup>A</sup> | 0.21%   | 0.56%    | 0.96%    | 0.56% | 1.69%  |
| Outperformance                       | 0.07%   | 0.13%    | 0.47%    | 0.13% | 1.17%  |

<sup>A</sup>Total portfolio performance excludes Council's cash account holdings. Overall returns would be lower if cash was included.

| Performance (Annualised)             | 1 month | 3 months | 6 months | FYTD  | 1 year |
|--------------------------------------|---------|----------|----------|-------|--------|
| Official Cash Rate                   | 2.35%   | 1.84%    | 1.14%    | 1.84% | 0.62%  |
| AusBond Bank Bill Index              | 1.79%   | 1.69%    | 0.99%    | 1.69% | 0.52%  |
| Council's T/D Portfolio <sup>A</sup> | 2.61%   | 2.24%    | 1.93%    | 2.24% | 1.69%  |
| Outperformance                       | 0.82%   | 0.54%    | 0.94%    | 0.54% | 1.17%  |

<sup>A</sup>Total portfolio performance excludes Council's cash account holdings. Overall returns would be lower if cash was included.

For the month of September, the total portfolio (excluding cash) provided a solid return of +0.21% (actual) or +2.61% p.a. (annualised), outperforming the benchmark AusBond Bank Bill Index return of +0.15% (actual) or +1.79% p.a. (annualised). Over the past 12 months, the return of +1.69% p.a. was significantly above benchmark – this is considered very strong given current economic circumstances.

Going forward, with additional rate hikes over coming months, Council's interest income can be increased significantly by maintaining this duration position (12-18 months), with rates on offer along this part of the curve likely to be offered up to ¼% higher than the rate compared to shorter tenors.

Investors using the Imperium Markets platform have reduced the invisible costs associated with brokerage, and thereby lift client portfolio returns as investors are able to deal in deposits directly with the ADIs and execute at the best price possible.

We are pleased that Council remains amongst the best performing in the state of NSW where deposits are concerned, earning on average, over \$180,000 in additional interest income compared to its peers (as per the July 2022 rankings). We have been pro-active in our advice about protecting interest income and addressing reinvestment risk for many years and encouraged to maintain a long duration position. This is now reflected by the high performance of the investment portfolio.



### Council's Term Deposit Portfolio & Recommendation

As at the end of September 2022, Council's deposit portfolio was yielding 2.94% p.a. (up 64bp from the previous month), with an average duration of around 489 days (~16 months).

We recommend Council at least maintains its weighted average duration at current levels. With an upward sloping deposit curve, investors are rewarded if they can continue to maintain a longer average duration.

At the time of writing, we see value in:

| ADI          | LT Credit Rating | Term    | T/D Rate                |
|--------------|------------------|---------|-------------------------|
| ICBC, Sydney | A                | 5 years | 5.10% p.a.              |
| ICBC, Sydney | A                | 4 years | 5.00% p.a.              |
| ICBC, Sydney | A                | 3 years | 4.75% p.a.              |
| ING          | A                | 2 years | 4.75% p.a.              |
| ICBC, Sydney | A                | 2 years | 4.45% p.a.              |
| AMP Bank     | BBB              | 2 years | 4.45% p.a. <sup>^</sup> |
| BoQ          | BBB+             | 2 years | 4.30% p.a.              |
| Westpac      | AA-              | 2 years | 4.28% p.a.              |
| NAB          | AA-              | 2 years | 4.25% p.a.              |
| CBA          | AA-              | 2 years | 4.25% p.a.              |
| Suncorp      | A+               | 2 years | 4.25% p.a.              |
| P&N Bank     | BBB              | 2 years | 4.20% p.a.              |

<sup>^</sup>Contact us for an additional 0.20% p.a. rebated commission. Rate changes daily. Current limit of \$10m in aggregate.

The above deposits are suitable for investors looking to maintain diversification and lock-in a premium compared to purely investing short-term. For terms under 12 months, we believe the strongest value is currently being offered by the following ADIs (dependent on daily funding requirements):





| ADI              | LT Credit Rating | Term      | T/D Rate                |
|------------------|------------------|-----------|-------------------------|
| Suncorp          | A+               | 12 months | 4.33% p.a.              |
| AMP              | BBB              | 12 months | 4.30% p.a. <sup>^</sup> |
| ING              | A                | 12 months | 4.26% p.a.              |
| BoQ              | BBB+             | 12 months | 4.10% p.a.              |
| CBA              | AA-              | 12 months | 4.10% p.a.              |
| Westpac          | AA-              | 12 months | 4.08% p.a.              |
| NAB              | AA-              | 12 months | 4.05% p.a.              |
| Bendigo-Adelaide | BBB+             | 12 months | 3.90% p.a.              |
| P&N Bank         | BBB              | 12 months | 3.95% p.a.              |
| Suncorp          | A+               | 6 months  | 3.95% p.a.              |
| BoQ              | BBB+             | 6 months  | 3.85% p.a.              |
| NAB              | AA-              | 6 months  | 3.75% p.a.              |

<sup>^</sup>Contact us for an additional 0.20% p.a. rebated commission. Rate changes daily. Current limit of \$10m in aggregate

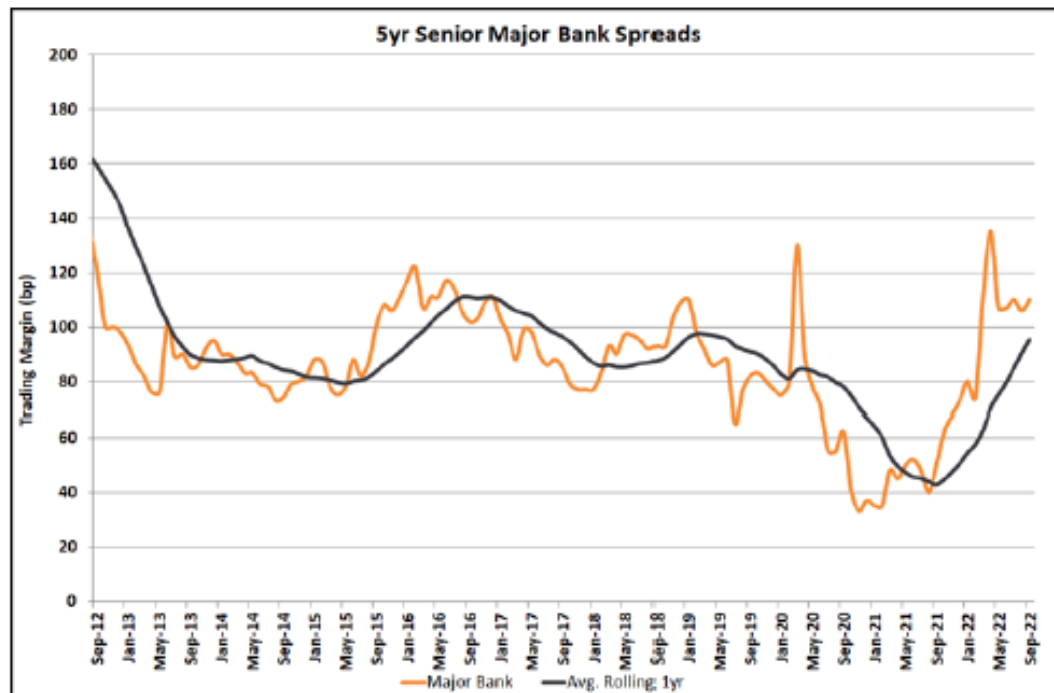
*For those investors that do not require high levels of liquidity and can stagger their investments longer-term, they will be rewarded over coming years if they roll for an average min. term of 12 months-2 years (this is where we current value), yielding, on average, up to ½% p.a. higher compared to those investors that entirely invest in short-dated deposits.*

*With recessionary fears being priced in coming years, those investors that can allocate longer-term surplus funds may take an insurance policy by investing across 3-5 year fixed deposits and locking in rates above 4½% p.a.*



### Senior FRNs Review

Over September, amongst the senior major bank FRNs, physical credit securities widened by around 3-4bp at the long-end of the curve. Major bank senior securities are now looking fairly attractive again in a rising rate environment (5 year margins around the +110bp level):



Source: IBS Capital

There was a lack of primary issuance during the month, as most risk assets including credit assets were sold off. Amongst the "A" and "BBB" rated sectors, the securities were marked around 5bp wide at the 3-5 year part of the curve.

Credit securities are looking much more attractive given the widening of spreads in 2022. FRNs will continue to play a role in investor's portfolios mainly on the basis of their liquidity and the ability to roll down the curve and gross up returns over ensuing years (in a relatively stable credit environment).



| Senior FRNs (ADIs) | 30/09/2022 | 31/08/2022 |
|--------------------|------------|------------|
| "AA" rated – 5yrs  | +110bp     | +106bp     |
| "AA" rated – 3yrs  | +85bp      | +82bp      |
| "A" rated – 5yrs   | +125bp     | +120bp     |
| "A" rated – 3yrs   | +100bp     | +95bp      |
| "BBB" rated – 3yrs | +120bp     | +125bp     |

Source: IBS Capital

We now generally recommend switches ('benchmark' issues only) into new primary issues, out of the following senior FRNs that are maturing:

- On or before mid-2024 for the "AA" rated ADIs (domestic major banks);
- On or before mid-2023 for the "A" rated ADIs; and
- Within 6-9 months for the "BBB" rated ADIs (consider case by case).

Investors holding onto the above senior FRNs ('benchmark' issues only) in their last few years are now generally holding sub-optimal investments and are not maximising returns by foregoing realised capital gains. In the current low interest rate environment, any boost in overall returns should be locked in when it is advantageous to do so, particularly as switch opportunities become available.

*Primary (new) FRNs are now looking more appealing and should be considered on a case by case scenario.*



### Senior Fixed Bonds – ADIs (Secondary Market)

As global inflationary pressures have escalated, this has seen a significant lift in longer-term bond yields (valuations fell) as markets have reacted accordingly.

This has resulted in some opportunities in the secondary market. We currently see value in the following fixed bond lines, with the majority now being marked at a significant discount to par (please note supply in the secondary market may be limited on any day):

| ISIN         | Issuer    | Rating | Capital Structure | Maturity Date | ~Remain. Term (yrs) | Fixed Coupon | Indicative Yield |
|--------------|-----------|--------|-------------------|---------------|---------------------|--------------|------------------|
| AU3CB0255776 | ING       | AAA    | Covered           | 07/09/2023    | 0.94                | 3.00%        | 4.34%            |
| AU3CB0258465 | Westpac   | AA-    | Senior            | 16/11/2023    | 1.13                | 3.25%        | 4.35%            |
| AU3CB0265403 | Suncorp   | AA-    | Senior            | 30/07/2024    | 1.83                | 1.85%        | 4.90%            |
| AU3CB0265593 | Macquarie | A+     | Senior            | 07/08/2024    | 1.87                | 1.75%        | 4.91%            |
| AU3CB0265718 | ING       | AAA    | Covered           | 20/08/2024    | 1.89                | 1.45%        | 4.78%            |
| AU3CB0266179 | ANZ       | AA-    | Senior            | 29/08/2024    | 1.91                | 1.55%        | 4.66%            |
| AU3CB0266377 | Bendigo   | BBB+   | Senior            | 06/09/2024    | 1.93                | 1.70%        | 4.93%            |
| AU3CB0268027 | BoQ       | BBB+   | Senior            | 30/10/2024    | 2.09                | 2.00%        | 5.08%            |
| AU3CB0269710 | ANZ       | AA-    | Senior            | 16/01/2025    | 2.30                | 1.65%        | 4.75%            |
| AU3CB0269892 | NAB       | AA-    | Senior            | 21/01/2025    | 2.30                | 1.65%        | 4.80%            |
| AU3CB0270387 | Macquarie | A+     | Senior            | 12/02/2025    | 2.37                | 1.70%        | 5.10%            |
| AU3CB0287415 | Westpac   | AA-    | Senior            | 17/03/2025    | 2.46                | 2.70%        | 4.80%            |
| AU3CB0291508 | Westpac   | AA-    | Senior            | 11/08/2025    | 2.86                | 3.90%        | 4.74%            |
| AU3CB0291672 | CBA       | AA-    | Senior            | 18/08/2025    | 2.88                | 4.20%        | 4.82%            |
| AU3CB0280030 | BoQ       | BBB+   | Senior            | 06/05/2026    | 3.58                | 1.40%        | 5.43%            |
| AU3CB0282358 | ING       | AAA    | Covered           | 19/08/2026    | 3.78                | 1.10%        | 5.06%            |
| AU3CB0284149 | BoQ       | BBB+   | Senior            | 27/10/2026    | 4.07                | 2.10%        | 5.46%            |
| AU3CB0286037 | Westpac   | AA-    | Senior            | 25/01/2027    | 4.32                | 2.40%        | 5.12%            |



## Economic Commentary

### International Market

Financial markets were sold off in September as risk sentiment deteriorated. The US Fed's hawkish outlook took markets by surprise. Market participants were spooked on worries of a global economic downturn from aggressive central bank policy and fears that a rout in global currency and debt markets could further exacerbate the selloff in shares. Bond yields went into overdrive, spiking through the month on the US Fed's tough talk in fighting inflation.

In the US, the S&P 500 Index fell -9.34%, while the NASDAQ plunged -10.50%. Europe's main indices were also sold off, led by France's CAC (-5.92%), Germany's DAX (-5.61%) and UK's FTSE (-5.36%).

The US Fed delivered its third successive 75bp funds rate hike, taking it to an official range of 3.00-3.25%. The new dot plots sees a further 125bp of hikes this year (so an implicit 75bp in October and then 50bp in December), followed by a further 25bp hike in 2023, taking the funds rate target range to a peak into a 4.50-4.75%, with no cut(s) seen before 2024.

The Fed's new economic projections revealed that GDP growth in 2022 is now seen at +0.2% against +1.7% seen in June, and 2023 at +1.2% from +1.7% previously. Powell reiterated that the economy will likely need to see a sustained period of sub-trend growth and history cautions against easing policy too early, when inflation remains elevated.

US core August CPI surprised on the high side, up +0.6% (expected +0.3%), taking the annual core inflation rate up to +6.3% from +5.9%. Headline annual inflation eased from +8.5% to +8.3%. The peak in inflation may well be at hand, but this will not be known for several months. The US unemployment rose 0.2% to 3.7%, alongside a rise in the participation rate to 62.4% from 62.1%.

Canada's CPI data for August came in softer than expectations at -0.3% m/m and +7.0% y/y vs -0.1% m/m and +7.3% y/y expected.

The ECB hiked its Deposit Rate and Main refinancing rates by 75bp to 0.75% and 1.25% respectively. The ECB raised its inflation forecasts, pushing 2022 to 8.1% from 6.8%, 2023 to 5.5% from 3.5% and 2024 remaining at 2.3%.

The Bank of England (BoE) hiked rates by 50bp to 2.25%, the seventh successive hike in a move that took rates to their highest levels since 2008. It then pledged to buy up to £5bn of longer dated gilts each day for up to 13 days (£65bn total) to support their depreciating currency.

The MSCI World ex-Aus Index fell -9.39% for the month of September:

| Index                    | 1m     | 3m     | 1yr     | 3yr    | 5yr    | 10yr   |
|--------------------------|--------|--------|---------|--------|--------|--------|
| S&P 500 Index            | -9.34% | -5.28% | -16.76% | +6.40% | +7.31% | +9.55% |
| MSCI World ex-AUS        | -9.39% | -6.54% | -20.91% | +3.09% | +3.65% | +6.35% |
| S&P ASX 200 Accum. Index | -6.17% | +0.39% | -7.69%  | +2.67% | +6.76% | +8.41% |

Source: S&P, MSCI



### Domestic Market

As unanimously expected, the RBA raised the official cash rate by 0.50% to 2.35% in September. In its accompanying statement, the absence of “*further step in the normalisation of monetary conditions in Australia*” suggests the RBA may revert to more normal 25bp increments for policy moves as it moves into restrictive territory, subject to the economic, labour market and inflation outlook.

RBA governor Philip Lowe restated the board’s desire to keep the economy “*on an even keel*” indicative of the desire to achieve a targeted soft landing whilst returning inflation to 2-3%.

The latest RBA minutes revealed the Board sees a clear case that rates still need to go higher amid very tight labour markets, ongoing elevated inflation and clear difficulties in aggregate supply meeting resilient demand. The Board considered moving by 25bp in September (instead of 50bp), but noted that in the near future, its pace is likely to drop to its normal increment of 25bp and potentially pause altogether.

Q2 GDP was up +0.9% q/q and +3.6% y/y%. Growth was driven by a boost in exports and continued strength in household spending.

Australia recorded its 13<sup>th</sup> consecutive quarterly current account surplus, up from \$2.8bn in March to \$18.3bn in June. This was largely driven by high coal prices which contributed to the record quarterly \$43bn trade surplus.

Australia’s unemployment rate rose 0.1% to 3.5% in August (from 3.4% in July), with employment rising 34,000 (after falling 42,000 in July). The participation rate rose from 66.4% to 66.6%.

Retail sales rose +0.6% m/m in August (consensus +0.4% m/m), following on from a +1.3% m/m gain in July. The solid rise signals the consumer remains resilient to monetary tightening seen to date.

Despite ongoing trade tensions, China is expected to be the largest importer of Australian wheat (for the year ending 30 September), with trade up 186% compared to last year.

The Australian dollar depreciated by -5.80%, finishing the month at US65.02 cents (from US69.02 cents the previous month).

### Credit Market

The global credit indices widened significantly over September as markets were sold off. They are back to their levels experienced during the start of the pandemic (Q1 2020):

| Index                      | September 2022 | August 2022 |
|----------------------------|----------------|-------------|
| CDX North American 5yr CDS | 107bp          | 92bp        |
| iTraxx Europe 5yr CDS      | 138bp          | 120bp       |
| iTraxx Australia 5yr CDS   | 148bp          | 109bp       |

Source: Markit





## Fixed Interest Review

### Benchmark Index Returns

| Index                                          | September 2022 | August 2022 |
|------------------------------------------------|----------------|-------------|
| Bloomberg AusBond Bank Bill Index (0+YR)       | +0.15%         | +0.15%      |
| Bloomberg AusBond Composite Bond Index (0+YR)  | -1.36%         | -2.54%      |
| Bloomberg AusBond Credit FRN Index (0+YR)      | +0.12%         | +0.35%      |
| Bloomberg AusBond Credit Index (0+YR)          | -1.01%         | -1.42%      |
| Bloomberg AusBond Treasury Index (0+YR)        | -1.42%         | -2.74%      |
| Bloomberg AusBond Inflation Gov't Index (0+YR) | -3.85%         | -2.61%      |

Source: Bloomberg

### Other Key Rates

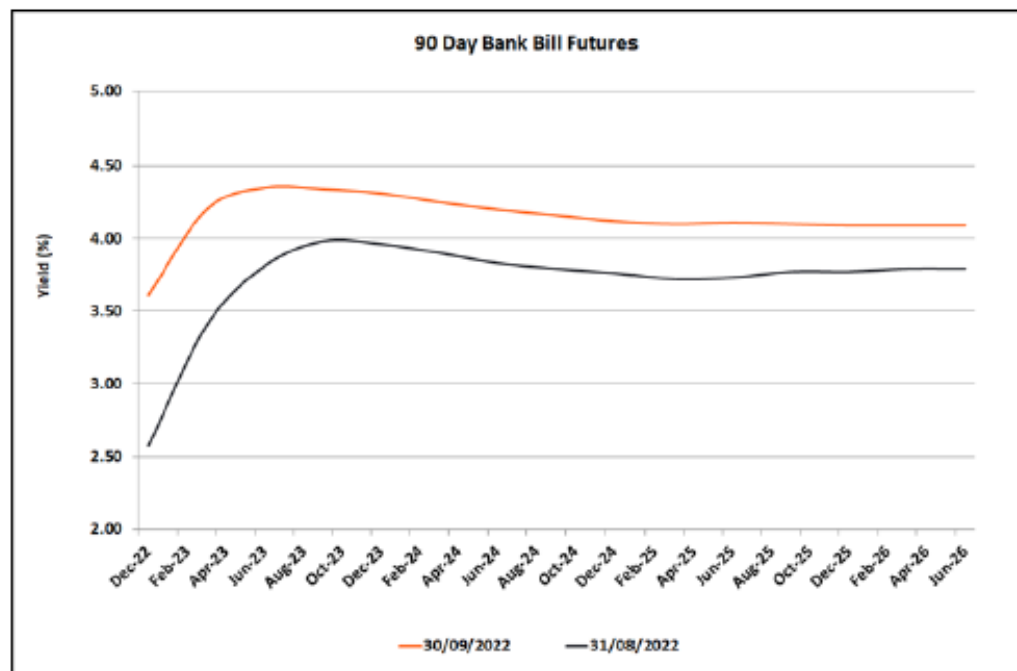
| Index                            | September 2022 | August 2022 |
|----------------------------------|----------------|-------------|
| RBA Official Cash Rate           | 2.35%          | 1.85%       |
| 90 Day (3 month) BBSW Rate       | 3.06%          | 2.46%       |
| 3yr Australian Government Bonds  | 3.57%          | 3.25%       |
| 10yr Australian Government Bonds | 3.90%          | 3.60%       |
| US Fed Funds Rate                | 3.00%-3.25%    | 2.25%-2.50% |
| 3yr US Treasury Bonds            | 4.25%          | 3.46%       |
| 10yr US Treasury Bonds           | 3.83%          | 3.15%       |

Source: RBA, AFMA, US Department of Treasury



### 90 Day Bill Futures

Over September, bill futures rose across the board reacting to the US Fed's expectations of further aggressive rate cuts to control surging inflation. The markets continue to factor in the possibility of a global recession over the next few years, highlighted by the drop in the futures pricing in early 2024:



Source: ASX



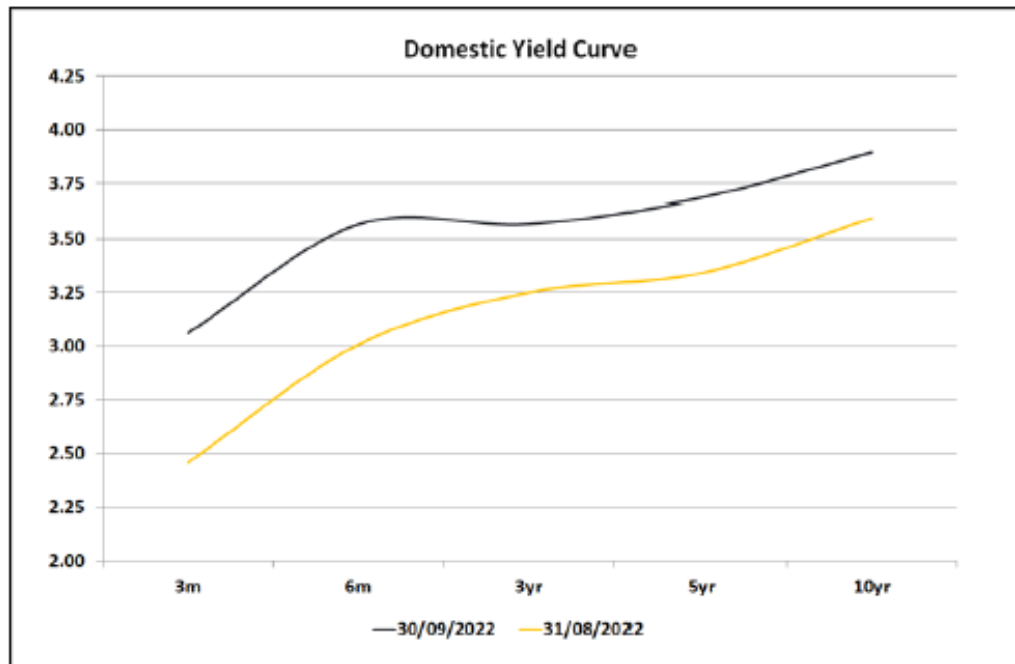


## Fixed Interest Outlook

After lifting rates by a further 75bp on 21<sup>st</sup> September, the new US Fed dot plots see a further 125bp of hikes this year (an implicit 75bp in October then 50bp in December), followed by a further 25bp hike in 2023, taking the funds rate target range to a peak into a 4.50-4.75%. There are no cut(s) seen before 2024 (end of 2024 shows a median dot of 3.875%). The message from US Fed Chair Powell was loud and clear. Powell repeated the Fed will move rates purposefully until rates are at a sufficiently restrictive stance to ensure their price stability objective is achieved.

Domestically, after lifting rates to 2.35% in September, the Minutes revealed that *"all else equal, members saw the case for a slower pace of increase in interest rates becoming stronger as the level of the cash rate rises"*. This is interpreted as a strong signal that the pace of cash rate increments will shift back to the more normal 25bp increments at some stage soon – or some pauses may be introduced (e.g. after November 2022 through until February 2023), while the RBA considers the impact of previous policy tightening. Part of this reflects not only the uncertainty of the outlook, but also the recognition of the lags in the operation of monetary policy.

The domestic bond market continues to suggest a prolonged low period of interest rates on a historical basis (10-year government bond yields around 4%). Over the month, yields rose up to 30bp at the long-end of the curve:

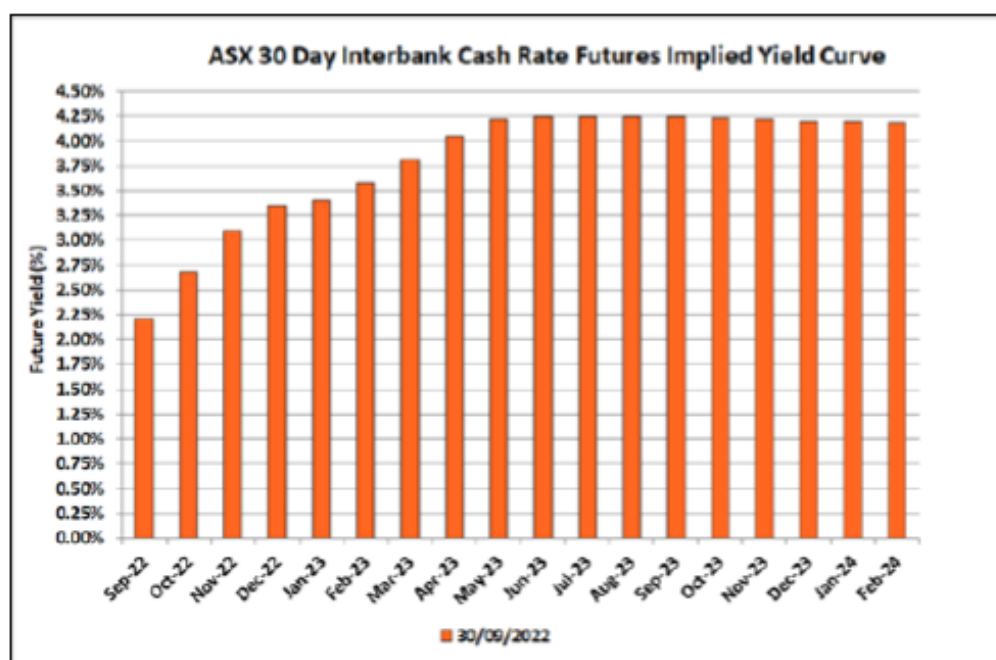


Source: AFMA, ASX, RBA

Markets are currently pricing in up to 8 additional rate rises over the next two years (up to 4¼%), against the RBA's 'neutral setting of 2¼%', although they have admitted rates may have to be



'restrictive' for a period of time to get inflation back within their 2-3% target range. Fears of a looming global recession have actually seen rate cuts start to be priced in towards the second half of 2023, although this seems unlikely for now:



Source: ASX

### Disclaimer

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Imperium Markets charges a flat fee for our investment advice. Any commissions received are rebated to clients in full. If you choose a product provider who uses our market platform, the product provider pays us 1bp p.a. funding fee of the value of the investments transacted.

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

**REPORTING SECTION:** Corporate  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0170

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**Summary:**

This report provides notes on items for brief mention, or information only, on more significant matters recently arising in the Engineering/Technical Services division.

**Background:**

For Councillor information purposes, the following is advised:

- Collarenebri Racecourse Grandstand – works completed and inspection carried out by council's building inspector resulting in a number of items to be addressed. This will be followed up by the building inspector and the engineer from Barnsons prior to being signed off as fully complete;
- Collarenebri Hall refurbishment – council's project manager is progressing towards going out to tender again. An inspection by Barnsons is scheduled for the week ending 28/10/22 with a view to having a full schedule of works completed;
- Rowena Hall refurbishment – council's project manager is progressing towards going out to tender again. An inspection by Barnsons is scheduled for the week ending 28/10/22 with a view to having a full schedule of works completed;
- 2021-2022 Financials – the external auditors have been onsite and are now in the process of carrying out their final checks prior to signing off the financials.
- **Insurance matters**  
Masonic Lodge - council's project manager is scheduled to meet with the engineer from Barnsons during the week ending 28/10/22 to discuss structural bracing for the replacement wall. Fire safety requirements also to be decided upon prior to commencement of any work.

| Matters Generally for Brief Mention or Information from Chief Financial Officer                                                                                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That the matters generally for brief mention or information only from the Chief Financial Officer in the following areas; Property Matters, Finance &amp; Administration and Community Services be received and noted.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

Attachments:

Nil

## 9.2.4 SECTION 356 – REBATES TO CHURCHES AND OTHER NOT FOR PROFIT ORGANISATIONS 2022/2023

**REPORTING SECTION:** Corporate  
**AUTHOR:** Tony Hughes – Chief Financial Officer  
**FILE NUMBER:** 22/10/0148

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### Summary:

This report provides details of eligible organisations that have made *(or have been invited to make)* application to Council for a rebate on 2022/2023 water, sewer and waste management charges. The report recommends that the eligible organisations be approved and that applicable rebates be granted in line with Council's Donations to Churches and Other Not for Profit Organisations – Sec 356 of the LGA Policy.

### Background:

For a number of years Council has granted rebates on annual service charges applied to rate assessments for a number of Churches and Not for Profit Organisations (NFP).

It should be noted that the known eligible organisations are already exempt from the payment of ordinary rates under the provisions of Chapter 15, Part 6, Sections 555 and 556 of the Local Government Act 1993 and therefore are receiving a benefit.

Council adopted the Donations to Churches and Other Not for Profit Organisations – Sec 356 of the LGA Policy on 23<sup>rd</sup> April 2013.

*It is important note that any organisation that meets the definition of a Not for Profit Organisation (NFP) may apply for this rebate concession at any time under the policy therefore the potential number and amount of rebate concessions is "uncapped".*

Each year there is a specific provision made within the budget for rebates to eligible organisations that have applied for a donation under Council's policy.

### Current Position:

To date Council has received thirteen (13) of the twenty-two (22) applications from applicable organisations for rebates on their water, sewer and waste service charges with the amount that would apply to twenty-two (22) applications being \$21,535.75. Applications received to date have been assessed against the policy criteria and are eligible to be granted rebates on their service charges. The 2022/2023 budget provision provides an amount of \$23,162.00 for rebate applications, with the attached list detailing the organisations that have applied or known to have previously applied for a rebate under Council's policy and the amount applicable to each.

In 2021/2022 there were twenty-four (24) eligible properties to receive a rebate however during 2021/2022 Council received a Notice of Sale/Transfer of one property into new ownership *(not being an eligible organisation)* with another organisation advising that they have rented out one of their properties which renders the property ineligible for a donation. As a consequence of the potential for changed circumstances, an application for a donation will be needed from applicants for Council to administer its policy. It should be noted that the timing of the submission of an application by an applicant is at their discretion which may occur at any time during an applicable rating year.

**Relevant Reference Documents/Policies:**

Chapter 12, Part 1, Section 356 of the Local Government Act 1993

Chapter 15, Part 6, Sections 555 & 556 of the Local Government Act 1993

Council Policy - Donations to Churches and Other Not for Profit Organisations – Sec 356 of the LGA.

**Governance issues:**

Council must comply with the provisions of section 356 of the LGA 1993 with a decision to grant a rebate in these cases needing to be by way of Council resolution.

**Environmental issues:**

N/A

**Stakeholders:**

Churches and Not- For-Profit Organisations within Walgett Shire Council

Walgett Shire Council

**Financial Implications:**

Applications received to date have been evaluated against the policy criteria and are eligible for a rebate in accordance with Council's policy.

**Alternative Solutions/Options:**

That the applications be refused or granted at a lower level of rebate however this is not able to be supported (*given that a policy has been adopted*) unless the policy itself is cancelled or suitably amended.

**Conclusion:**

It is recommended that Council provide rebates to the organisations who provide an application in line with criteria set out within its Donations to Churches and Other Not for Profit Organisations as they are received – Sec 356 of the LGA Policy.

**Section 356 – Rebates to Churches and Other Not For Profit Organisations 2022/2023**

**Recommendation:**

That the General Manager be approved to process applications for a rebate, in accordance with Council's – Donations to Churches and Other Not-For-Profit Organisations – Sec 356 of the LGA Policy – within the 2022/2023 budget allocation of \$23,162.00, as and when applications are received from eligible Churches and Not-For-Profit Organisations for the 2022/2023 financial year.

**Moved:**

**Seconded:**

**Attachments:**

List of Section 356 Donations – 2022/2023 Rating Year

WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

| Applicant                                                                                                       | Ass No | Property Address                            | Water Connection  | Total Annual Charge Donations 2022/2023 | Water Charge (100%) | Water Charge (100% Donation) | Water Charge (75% Donation) | Sewerage Charge (100%) | Sewerage Charge (100% Donation) | Sewerage Charge (75% Donation) | Waste Management Charge (100%) | Waste Management Charge (100%) | Waste Management Charge (50%) | COMMENTS                          |
|-----------------------------------------------------------------------------------------------------------------|--------|---------------------------------------------|-------------------|-----------------------------------------|---------------------|------------------------------|-----------------------------|------------------------|---------------------------------|--------------------------------|--------------------------------|--------------------------------|-------------------------------|-----------------------------------|
| Country Women's Association of NSW (Walgett)                                                                    | 7260   | 32 Pitt St WALGETT NSW 2832                 | 20mm R + F        | \$ 1,595.50                             | \$ 1,168.00         |                              | \$ 876.00                   | \$ 546.00              |                                 | \$ 409.50                      | \$ 620.00                      |                                | \$ 310.00                     | Application Received              |
| Country Women's Association of NSW (Burren Junction)                                                            | 7773   | 13 Waterloo Street BURREN JUNCTION NSW 2386 | No Water or Sewer | \$ 310.00                               |                     |                              | \$ -                        |                        |                                 | \$ -                           | \$ 620.00                      |                                | \$ 310.00                     | Application Received              |
| Country Women's Association of NSW (Collarenebri) [100% Donation - re: provision of library services agreement] | 11593  | 13 Wilson St Collarenebri NSW 2833          | 20mm R + F        | \$ 2,242.00                             | \$ 1,168.00         | \$ 1,168.00                  |                             | \$ 454.00              | \$ 454.00                       |                                | \$ 620.00                      | \$ 620.00                      |                               | Application Received              |
| Cumborah Community Inc                                                                                          | 12187  | 16 Grawin St CUMBORAH NSW 2832              | No Water or Sewer | \$ 310.00                               |                     |                              | \$ -                        |                        |                                 | \$ -                           | \$ 620.00                      |                                | \$ 310.00                     | Application Received              |
| Australian Indigenous Ministries                                                                                | 30726  | 35 Sutherland St WALGETT NSW 2832           | 20mm R + F        | \$ 1,595.50                             | \$ 1,168.00         |                              | \$ 876.00                   | \$ 546.00              |                                 | \$ 409.50                      | \$ 620.00                      |                                | \$ 310.00                     | Application Received              |
| Australian Indigenous Ministries                                                                                | 30866  | 47 Namoi St WALGETT NSW 2832                | 20mm R + F        | \$ -                                    |                     |                              | \$ -                        |                        |                                 | \$ -                           |                                |                                | \$ -                          | ADVISED RENTED OUT - NOT ELIGIBLE |
| Roman Catholic Church                                                                                           | 30882  | 89 Arthur St Walgett NSW 2832               | 20mm R + F        | \$ 1,595.50                             | \$ 1,168.00         |                              | \$ 876.00                   | \$ 546.00              |                                 | \$ 409.50                      | \$ 620.00                      |                                | \$ 310.00                     |                                   |
| Anglican Diocese of Armidale                                                                                    | 30916  | 19 Pitt St WALGETT NSW 2832                 | 20mm [R x2] + F   | \$ 2,033.50                             | \$ 1,752.00         |                              | \$ 1,314.00                 | \$ 546.00              |                                 | \$ 409.50                      | \$ 620.00                      |                                | \$ 310.00                     |                                   |
| Anglican Diocese of Armidale                                                                                    | 31054  | 15 Hastings Street BURREN JUNCTION NSW 2386 | No Water or Sewer | \$ 34.50                                |                     |                              |                             |                        |                                 | \$ -                           | \$ 69.00                       |                                | \$ 34.50                      | Application Received              |
| Anglican Property Trust Diocese of Bathurst                                                                     | 31096  | 45-47 Colin Street CARINDA NSW 2831         | 20mm              | \$ 625.75                               | \$ 421.00           |                              | \$ 315.75                   |                        |                                 | \$ -                           | \$ 620.00                      |                                | \$ 310.00                     | Application Received              |
| Roman Catholic Church                                                                                           | 31104  | 9 Colin St Carinda NSW 2831                 | 20mm              | \$ 625.75                               | \$ 421.00           |                              | \$ 315.75                   |                        |                                 | \$ -                           | \$ 620.00                      |                                | \$ 310.00                     | Application Received              |

WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

| Applicant                                                 | Ass No | Property Address                          | Water Connection  | Total Annual Charge Donations 2022/2023 | Water Charge (100%) | Water Charge (100% Donation) | Water Charge (75% Donation) | Sewerage Charge (100%) | Sewerage Charge (100% Donation) | Sewerage Charge (75% Donation) | Waste Management Charge (100%) | Waste Management Charge (100%) | Waste Management Charge (50%) | COMMENTS             |
|-----------------------------------------------------------|--------|-------------------------------------------|-------------------|-----------------------------------------|---------------------|------------------------------|-----------------------------|------------------------|---------------------------------|--------------------------------|--------------------------------|--------------------------------|-------------------------------|----------------------|
| Church of England Diocese of Armidale                     | 31310  | 58-60 Wilson St COLLARENEBRI NSW 2833     | 20mm R + F        | \$ 1,526.50                             | \$ 1,168.00         |                              | \$ 876.00                   | \$ 454.00              |                                 | \$ 340.50                      | \$ 620.00                      |                                | \$ 310.00                     |                      |
| Church of England Property Trust                          | 31377  | 1 Cumborah St CUMBORAH NSW 2832           | No Water or Sewer | \$ 310.00                               |                     |                              | \$ -                        |                        |                                 | \$ -                           | \$ 620.00                      |                                | \$ 310.00                     | Application Received |
| Church of England Property Trust                          | 31492  | Kaolin St LIGHTNING RIDGE NSW 2834        | 20mm              | \$ 979.75                               | \$ 421.00           |                              | \$ 315.75                   | \$ 472.00              |                                 | \$ 354.00                      | \$ 620.00                      |                                | \$ 310.00                     | Application Received |
| Jehovah's Witnesses Congregations                         | 31526  | 8 Kopi Street LIGHTNING RIDGE NSW 2834    | 20mm              | \$ 979.75                               | \$ 421.00           |                              | \$ 315.75                   | \$ 472.00              |                                 | \$ 354.00                      | \$ 620.00                      |                                | \$ 310.00                     | Application Received |
| Roman Catholic Church                                     | 31559  | 31 Morilla St Lightning Ridge NSW 2834    | 20mm              | \$ 979.75                               | \$ 421.00           |                              | \$ 315.75                   | \$ 472.00              |                                 | \$ 354.00                      | \$ 620.00                      |                                | \$ 310.00                     |                      |
| Anglican Diocese of Armidale                              | 31567  | 13 Morilla St LIGHTNING RIDGE NSW 2834    | 20mm              | \$ 979.75                               | \$ 421.00           |                              | \$ 315.75                   | \$ 472.00              |                                 | \$ 354.00                      | \$ 620.00                      |                                | \$ 310.00                     | Application Received |
| Lightning Ridge Historical Society                        | 31575  | 7 Morilla Street LIGHTNING RIDGE NSW 2834 | 20mm              | \$ 979.75                               | \$ 421.00           |                              | \$ 315.75                   | \$ 472.00              |                                 | \$ 354.00                      | \$ 620.00                      |                                | \$ 310.00                     | Application Received |
| Australian Conference Association (Seventh Day Adventist) | 31708  | 12 Silica Street LIGHTNING RIDGE NSW 2834 | 20mm (x 2)        | \$ 1,295.50                             | \$ 842.00           |                              | \$ 631.50                   | \$ 472.00              |                                 | \$ 354.00                      | \$ 620.00                      |                                | \$ 310.00                     |                      |
| Roman Catholic Church                                     | 31740  | 18 Middle St Rowena NSW 2387              | 20mm              | \$ 625.75                               | \$ 421.00           |                              | \$ 315.75                   |                        |                                 | \$ -                           | \$ 620.00                      |                                | \$ 310.00                     |                      |
| Roman Catholic Church                                     | 31757  | 4 Middle St Rowena NSW 2387               | 20mm              | \$ 350.25                               | \$ 421.00           |                              | \$ 315.75                   |                        |                                 | \$ -                           | \$ 69.00                       |                                | \$ 34.50                      |                      |
| Grawin Glengarry Sheeppark Opal Field's Men's Shed        | 36970  | Mineral Claim 11572                       | No Water or Sewer | \$ 34.50                                |                     |                              | \$ -                        |                        |                                 | \$ -                           | \$ 69.00                       |                                | \$ 34.50                      |                      |
|                                                           |        |                                           |                   |                                         |                     |                              |                             |                        |                                 |                                |                                |                                |                               |                      |
| <b>Total</b>                                              |        |                                           |                   | <b>\$ 21,535.75</b>                     | <b>\$ 13,391.00</b> | <b>\$ 1,168.00</b>           | <b>\$ 9,167.25</b>          | <b>\$6,378.00</b>      | <b>\$ 454.00</b>                | <b>\$ 4,443.00</b>             | <b>\$ 11,987.00</b>            | <b>\$ 620.00</b>               | <b>\$ 5,683.50</b>            |                      |

## 9.3 DIRECTOR ENGINEERING / TECHNICAL SERVICES

### 9.3.1 MONTHLY MAINTENANCE GRADING REPORT AS AT 30 SEPTEMBER 2022

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Bob Stephen - Director Engineering / Technical Services  
**FILE NUMBER:** 22/10/0157

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**Summary:**

The purpose of this report is to update Council about the road maintenance programme on Shire Roads for the period ending 30<sup>th</sup> September 2022.

**Background:**

The maintenance budget has been prepared based on the available funding to maintain the Unsealed Local and Regional Roads to provide an acceptable level of service. This budget will be used to maintain the roads as per demand and Road Best Practice Manual.

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

**Relevant Reference Documents/Policies:**

Council's approved 2022/2023 Shire Roads Maintenance Grading Works schedule.

**Stakeholders:**

Walgett Shire Council  
 Walgett Residents  
 Tourists

**Financial Implications:**

As of 30<sup>th</sup> September 2022, actual spend is **\$140,125.98**.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

| Monthly Maintenance Grading Report – September 2022                                                                                                                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the monthly maintenance grading works report for September 2022.</p> <p><b>Moved:</b><br/> <b>Seconded:</b></p> |

Attachments:

Monthly maintenance grading works.



WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

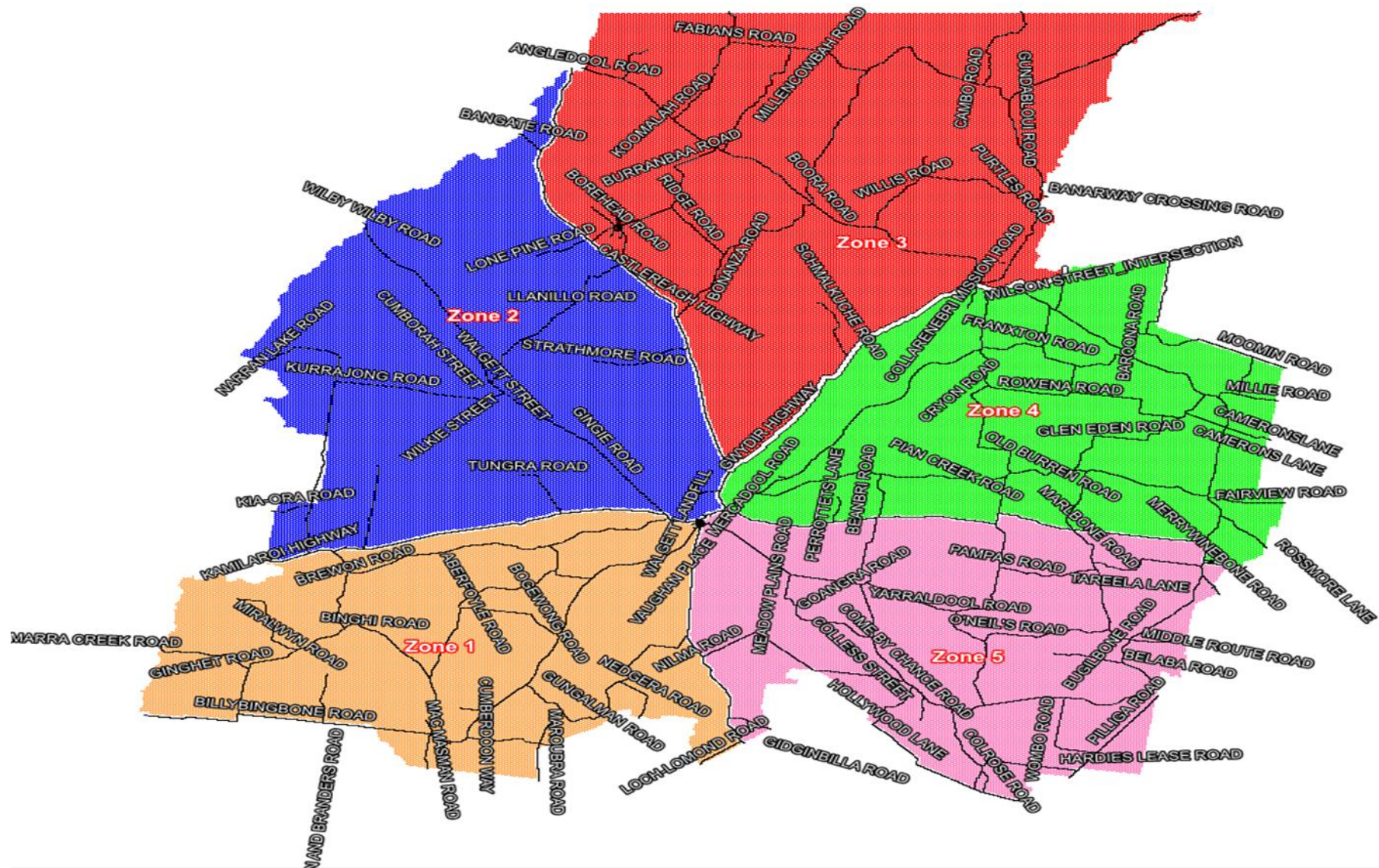
| Road Name                    | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2022 | Expenditure For August 2022 | Expenditure For Sept. 2022 | Expenditure For Oct. 2022 | Expenditure For Nov. 2022 | Expenditure For Dec. 2022 | Expenditure For Jan. 2023 | Expenditure For Feb. 2023 | Expenditure For March 2023 | Expenditure For April 2023 | Expenditure For May 2023 | Expenditure For June 2023 | Total Cost to Date  |
|------------------------------|----------------------|---------------------------------|---------------|---------------------------|-----------------------------|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|----------------------------|----------------------------|--------------------------|---------------------------|---------------------|
| <b>Zone 1</b>                |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | ''                  |
| Bowra Road SR34              | 3.95                 | \$ 4,278.00                     | F             |                           |                             | \$ 635.37                  |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 635.37           |
| Wanourie Road SR38           | 6.5                  | \$ 4,278.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Green and Branders Road SR41 | 11.3                 | \$ 7,006.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Regans Road SR58             | 3.2                  | \$ 4,278.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Marra Creek Road SR60        | 17.5                 | \$ 10,850.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Lochlomond Road SR74         | 8.4                  | \$ 5,208.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Maroubra Road SR76           | 8.3                  | \$ 5,146.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Nedgara Road SR77            | 10.7                 | \$ 6,634.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Mac Masman Road SR81         | 8                    | \$ 4,960.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Binghi Road SR113            | 20.1                 | \$ 12,462.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Aberfoyle Road SR115         | 26.2                 | \$ 16,244.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Gungahman Road SR31          | 43.7                 | \$ 27,094.00                    | D             |                           |                             | \$ 1,730.56                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 1,730.56         |
| Gilwary Road SR32            | 7.9                  | \$ 4,898.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Teranyan Road SR33           | 13.7                 | \$ 8,494.00                     | D             | \$ 5,753.50               | \$ 646.16                   | \$ 81.09                   |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 6,480.75         |
| Bogewong Road SR114          | 48.7                 | \$ 30,194.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Ginghet Road SR40            | 47.6                 | \$ 29,512.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Bushs Road SR43              | 8.7                  | \$ 5,394.00                     | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Miralwyn Road SR73           | 17.9                 | \$ 11,098.00                    | D             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Brewon Road SR112            | 54.7                 | \$ 33,914.00                    | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Billybingbone Road RR7516    | 18.67                | \$ 11,532.00                    | C             |                           | \$ 1,620.00                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 1,620.00         |
| Merri Merri Road RR202       | 6.57                 | \$ 7,166.00                     | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| <b>Sub total Zone 1</b>      | <b>392.29</b>        | <b>\$ 250,640.00</b>            |               | <b>\$ 5,753.50</b>        | <b>\$ 2,266.16</b>          | <b>\$ 2,447.02</b>         | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 10,466.68</b> |
|                              |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           |                     |
| Road Name                    | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2022 | Expenditure For August 2022 | Expenditure For Sept. 2022 | Expenditure For Oct.      | Expenditure For Nov.      | Expenditure For Dec.      | Expenditure For Jan.      | Expenditure For Feb.      | Expenditure For March      | Expenditure For April      | Expenditure For May      | Expenditure For June      | Total Cost to Date  |
| <b>Zone 2</b>                |                      |                                 |               |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           |                     |
| Boorooma Creek Road SR48     | 19.1                 | \$ 11,842.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Wimbledon Road SR64          | 3.4                  | \$ 4,278.00                     | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Tungra Road SR85             | 12.7                 | \$ 7,874.00                     | F             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Strathmore Road SR92         | 16.42                | \$ 11,904.00                    | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Narran Lake Road SR111       | 61                   | \$ 37,820.00                    | D             | \$ 4,673.24               | \$ 11,897.35                | \$ 2,203.81                |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 18,774.40        |
| Lone Pine Road SR70          | 9.6                  | \$ 5,952.00                     | D             | \$ 7,879.25               | \$ 5,079.42                 | \$ 130.38                  |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 13,089.05        |
| Kurrajong Road SR110         | 27.8                 | \$ 17,236.00                    | D             | \$ 5,995.72               |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 5,995.72         |
| Wilby Wilby Road SR101       | 28.7                 | \$ 17,794.00                    | D             |                           |                             | \$ 17,841.20               |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 17,841.20        |
| Grawin Opal Fields Road      | 0.9                  | \$ 557.00                       | C             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| Woodlands Road SR 130        | 2.33                 | \$ 1,445.00                     | D             |                           | \$ 3,678.56                 |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ 3,678.56         |
| Cumborah Town Roads          |                      |                                 | E             |                           |                             |                            |                           |                           |                           |                           |                           |                            |                            |                          |                           | \$ -                |
| <b>Sub total Zone 2</b>      | <b>181.95</b>        | <b>\$ 116,702.00</b>            |               | <b>\$ 18,548.21</b>       | <b>\$ 20,655.33</b>         | <b>\$ 20,175.39</b>        | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>               | <b>\$ -</b>                | <b>\$ -</b>                | <b>\$ -</b>              | <b>\$ -</b>               | <b>\$ 59,378.93</b> |

WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

| Road Name                      | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2022 | Expenditure For August 2022 | Expenditure For Sept. 2022 | Expenditure For Oct. | Expenditure For Nov. | Expenditure For Dec. | Expenditure For Jan. | Expenditure For Feb. | Expenditure For March | Expenditure For April | Expenditure For May | Expenditure For June | Total Cost to Date  |
|--------------------------------|----------------------|---------------------------------|---------------|---------------------------|-----------------------------|----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|---------------------|----------------------|---------------------|
| <b>Zone 3</b>                  |                      |                                 |               |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      |                     |
| Springs Road SR19              | 2.7                  | \$ 4,278.00                     | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Bonanza Road SR46              | 16.9                 | \$ 10,478.00                    | E             | \$ 8,730.00               |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ 8,730.00         |
| Schmalkuche Road SR47          | 14.4                 | \$ 8,928.00                     | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Millencowbah Road SR51         | 27.7                 | \$ 17,174.00                    | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Willis Road SR52               | 14.5                 | \$ 8,990.00                     | F             |                           | \$ 816.75                   | \$ 3,489.75                |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ 4,306.50         |
| Koomalah Road SR53             | 28.4                 | \$ 17,608.00                    | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Burrabaa Road SR55             | 18.1                 | \$ 11,222.00                    | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Cambo Road SR61                | 21.1                 | \$ 13,082.00                    | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Woolaroo Road SR69             | 1                    | \$ 4,278.00                     | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Kia-Ora Road SR86              | 6.8                  | \$ 4,278.00                     | F             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Fabians Road SR88              | 24.8                 | \$ 15,376.00                    | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Banarway Road SR95             | 1.2                  | \$ 4,278.00                     | D             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Purtle Road SR126              | 26.8                 | \$ 16,616.00                    | E             |                           | \$ 3,192.75                 | \$ 2,524.50                |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ 5,717.25         |
| Boora Road SR127               | 63.8                 | \$ 39,556.00                    | D             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Bore Head Road SR45            | 5.1                  | \$ 4,278.00                     | D             | \$ 3,242.78               |                             | \$ 49.32                   |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ 3,292.10         |
| Lorne Road SR98                | 6.9                  | \$ 4,278.00                     | D             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Angledool Road SR102           | 49.3                 | \$ 30,566.00                    | C             |                           | \$ 4,009.50                 |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ 4,009.50         |
| Ridge/Sherman Way RR426        | 70.1                 | \$ 68,275.00                    | C             | \$ 11,250.00              | \$ 12,325.50                |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ 23,575.50        |
| Gundabloui Road RR457          | 40.9                 | \$ 32,798.00                    | C             |                           |                             | \$ 4,900.50                |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ 4,900.50         |
| <b>Sub total Zone 3</b>        | <b>440.5</b>         | <b>\$ 316,337.00</b>            |               | <b>\$ 23,222.78</b>       | <b>\$ 20,344.50</b>         | <b>\$ 10,964.07</b>        | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ 54,531.35</b> |
| <b>Zone 4</b>                  |                      |                                 |               |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      |                     |
| Fraxton Road SR1               | 19                   | \$ 11,780.00                    | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Bellara Road SR2               | 21.4                 | \$ 13,268.00                    | D             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Clarks Road SR3                | 6                    | \$ 4,278.00                     | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Cryon Road SR5                 | 56.75                | \$ 35,185.00                    | C             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Woodvale Road SR13             | 8.96                 | \$ 8,556.00                     | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Baroona Road SR14              | 11.1                 | \$ 6,882.00                     | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Pokataroo Road SR15            | 8.1                  | \$ 5,022.00                     | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Perrottets Road SR66           | 5.9                  | \$ 3,658.00                     | F             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Pagan Creek Road SR79          | 1.3                  | \$ 4,278.00                     | F             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Fairview Road SR90             | 12.6                 | \$ 7,812.00                     | F             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Dundee Road SR124              | 13.9                 | \$ 8,618.00                     | F             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Glen Eden Road SR125           | 24.6                 | \$ 15,252.00                    | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Millie Road SR12               | 9.1                  | \$ 5,642.00                     | C             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Rossmore Road SR71             | 10.7                 | \$ 6,634.00                     | C             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Rowena Road SR123              | 34.5                 | \$ 21,390.00                    | E             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Cameron Road SR128             | 15.2                 | \$ 9,424.00                     | D             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Mercadool Road SR16            | 57.7                 | \$ 35,774.00                    | C             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Moomin Road SR59               | 31                   | \$ 19,220.00                    | D             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Beanbri Road SR117             | 4.9                  | \$ 4,278.00                     | C             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Pian Creek Road SR121          | 41.7                 | \$ 25,854.00                    | C             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Old Burren Road SR122          | 33.9                 | \$ 21,018.00                    | D             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Collarenebri Mission Road SR67 | 4.6                  | \$ 4,278.00                     | C             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| Rowena Town Roads              |                      | \$ 4,278.00                     | D             |                           |                             |                            |                      |                      |                      |                      |                      |                       |                       |                     |                      | \$ -                |
| <b>Sub total Zone 4</b>        | <b>432.91</b>        | <b>\$ 282,379.00</b>            |               | <b>\$ -</b>               | <b>\$ -</b>                 | <b>\$ -</b>                | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ -</b>         |

WALGETT SHIRE COUNCIL AGENDA – 27 OCTOBER 2022 – ORDINARY COUNCIL MEETING

| Road Name                  | Total Length of Road | Budget Required for Entire Road | Road Category | Expenditure For July 2022 | Expenditure For August 2022 | Expenditure For Sept. 2022 | Expenditure For Oct. | Expenditure For Nov. | Expenditure For Dec. 2022 | Expenditure For Jan. | Expenditure For Feb. | Expenditure For March | Expenditure For April | Expenditure For May | Expenditure For June | Total Cost to Date   |
|----------------------------|----------------------|---------------------------------|---------------|---------------------------|-----------------------------|----------------------------|----------------------|----------------------|---------------------------|----------------------|----------------------|-----------------------|-----------------------|---------------------|----------------------|----------------------|
| <b>Zone 5</b>              |                      |                                 |               |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      |                      |
| Pampas Road SR7            | 16.3                 | \$ 10,106.00                    | E             |                           |                             | \$ 3,570.00                |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ 3,570.00          |
| Wombo Road SR25            | 17.7                 | \$ 10,974.00                    | E             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Hardys Lease Road SR26     | 16                   | \$ 9,920.00                     | E             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Colrose Road SR27          | 20.6                 | \$ 12,772.00                    | E             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Wingadee Road SR28         | 11.8                 | \$ 7,316.00                     | E             |                           |                             | \$ 2,040.00                |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ 2,040.00          |
| Epping Road SR57           | 15.4                 | \$ 9,548.00                     | E             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Middle Route Road SR72     | 9.6                  | \$ 5,952.00                     | E             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Gidginbilla Road SR75      | 7.4                  | \$ 4,588.00                     | E             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Proctors Road SR82         | 4.4                  | \$ 4,278.00                     | F             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Drilldool Road SR83        | 5.1                  | \$ 4,278.00                     | F             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Belaba Road SR89           | 11.2                 | \$ 6,944.00                     | F             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Hollywood Lane SR119       | 29.9                 | \$ 18,538.00                    | E             |                           |                             | \$ 2,465.00                |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ 2,465.00          |
| O'Niels Road SR131         | 31.1                 | \$ 19,282.00                    | D             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Tareela Road SR17          | 19.4                 | \$ 12,028.00                    | D             |                           |                             | \$ 3,230.00                |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ 3,230.00          |
| Meadow Plains Road SR21    | 23.9                 | \$ 14,818.00                    | D             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Marlbone Road SR24         | 28.4                 | \$ 17,608.00                    | D             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Nilma Road SR30            | 37.8                 | \$ 23,436.00                    | D             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Bugilbone Road SR103       | 28.7                 | \$ 32,725.00                    | C             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Goangra Road SR116         | 16.4                 | \$ 10,168.00                    | D             |                           |                             | \$ 4,444.02                |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ 4,444.02          |
| Yarraldool Road SR118      | 41.3                 | \$ 25,606.00                    | C             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Haynes Hut SR68            | 4.5                  | \$ 2,790.00                     | E             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| Come By Chance Road RR7716 | 60.9                 | \$ 65,450.00                    | C             |                           |                             |                            |                      |                      |                           |                      |                      |                       |                       |                     |                      | \$ -                 |
| <b>Sub total Zone 5</b>    | <b>457.8</b>         | <b>\$ 329,125.00</b>            |               |                           | <b>\$ -</b>                 | <b>\$ 15,749.02</b>        | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>               | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ 15,749.02</b>  |
| <b>Total</b>               | <b>1,905.45</b>      | <b>1,295,183.00</b>             |               | <b>\$ 47,524.49</b>       | <b>\$ 43,265.99</b>         | <b>\$ 49,335.50</b>        | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>               | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>           | <b>\$ -</b>           | <b>\$ -</b>         | <b>\$ -</b>          | <b>\$ 140,125.98</b> |
| <b>Actual Budget</b>       |                      |                                 |               |                           |                             |                            | Month total          |                      | \$ 49,335.50              |                      |                      |                       |                       |                     |                      |                      |





### 9.3.2 SERVICE PROGRESS REPORT AS AT 30 SEPTEMBER 2022

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Bob Stephen – Director Engineering/Technical Services  
**FILE NUMBER:** 22/10/0159

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**Summary:**

The purpose of this report is to update Council with regards Engineering Services works progress up to 30<sup>th</sup> September 2022.

**Background:**

The revised budget of the Engineering and Technical Service Department for capital & maintenance works, Quarry management, fleet management, water works, parks & garden, Walgett weir and engineering administration for 2022/2023 is \$30,257,645.

The breakdown of the budget is as follows:

**Breakdown of budgets:**

| Items                               | Budget              | Expenditure up to 31 <sup>st</sup> August 2022 | (%)       |
|-------------------------------------|---------------------|------------------------------------------------|-----------|
| Transportation including RMCC works | \$23,375,530        | \$6,672,369                                    | 29        |
| Water works ( maintenance)          | \$3,379,772         | \$400,405                                      | 12        |
| Water works ( Capital)              | \$1,925,765         | \$113,590                                      | 6         |
| Sewer works ( Maintenance works)    | \$1,076,578         | \$130,857                                      | 12        |
| Sewer works (Capital works)         | \$500,000           | \$222,504                                      | 45        |
| <b>TOTAL</b>                        | <b>\$30,257,645</b> | <b>\$7,539,725</b>                             | <b>25</b> |

**Current Position:**

The status of work progress is as follows:

| Items          | Status                                                   |                                                                 |
|----------------|----------------------------------------------------------|-----------------------------------------------------------------|
| Goangra Bridge | Work ongoing – see Monthly Major Projects Report         | Flooding has stopped works                                      |
| Come By Chance | Work ongoing – see Monthly Major Projects Report         | Flooding has stopped works                                      |
| Lorne Road     | Council and Subcontractors to commence work October 2022 | Works to commence end October 2022, weather permitting          |
| Burranbaa Road | Work ongoing – see Monthly Major Projects Report         | Continued wet conditions have delayed further progress of works |

**Relevant Reference Documents/Policies:**

2022/23 Operational Plan and Budget

**Governance issues:**

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

**Environmental issues:**

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

**Stakeholders:**

Walgett Shire  
Walgett Shire Residents and Rate Payers  
Contractors

**Financial Implications:**

As of 30<sup>th</sup> September 2022, \$7,539,725 expended.

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

| Service Progress Report – As at 30 September 2022                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the Engineering Services monthly works progress report for September 2022.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachment:**

Nil

### 9.3.3 MONTHLY MAJOR PROJECTS REPORT AS AT 30<sup>TH</sup> SEPTEMBER 2022

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Tim McLoughlin – Project Manager/Technical Services  
**FILE NUMBER:** 22/10/0160

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**Summary:**

The purpose of this report is to update Council about the Major Projects programme in the Shire for the period ending 30<sup>th</sup> September 2022.

**Background:**

The shire currently has several major projects in progress being:

- Goangra Bridge – Further works have stopped due to flooding.
- Come by Chance Road reconstruction and seal – Borrow pit developed. Further works have stopped due to flooding.
- Burranbaa Road reconstruction and reseal – approx. 90% of bulk earthworks are done. Wet conditions are hampering further progress.
- Lorne Road reconstruction and reseal – works to start end October 2022, weather permitting (self-deliver).

Details of project progress are detailed in the attached report.

**Stakeholders:**

Walgett Shire Council  
Walgett Residents  
Funding Bodies

**Alternative Solutions/Options:**

Nil

**Conclusion:**

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

| Monthly Major Project Progress Report – September 2022                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Recommendation:</b></p> <p>That Council receive and note the Monthly Major Projects Report for September 2022.</p> <p><b>Moved:</b><br/><b>Seconded:</b></p> |

**Attachments:**

Major Project Report

## GOANGRA BRIDGE

[illegible]



## COME BY CHANCE ROAD

[illegible]

# BURRANBAA ROAD

[illegible]

**LORNE ROAD**

[illegible]

### **9.3.4 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM DIRECTOR ENGINEERING/TECHNICAL SERVICES**

**REPORTING SECTION:** Engineering / Technical Services  
**AUTHOR:** Bob Stephen – Director Engineering/Technical Services  
**FILE NUMBER:** 22/10/0162

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**Summary:**

This report provides notes on items for brief mention, or information only, on more significant matters recently arising in the Engineering/Technical Services division.

**Background:**

For Councillor information purposes, the following is advised:

**1. Walgett**

➤ **Trevallion Park**

- New toilets installed and will be operational in the next few weeks

➤ **Sewer Treatment Plant**

- Trickle Filter Tank 1 – foundation and cracks now repaired. All sealing completed , we are now planning putting filter rocks back.
- Effluent ponds dangerously high. We are in the process of arranging an emergency release to reduce the risk of an environmental breach.

**2. Rowena**

➤ **Borehead Rowena**

- Installation of SCADA – in process

➤ **Drainage**

- Grant has be awarded for Flood Mitigation work at Rowena
- New water tank and ultra violet filter to be installed as soon as weather allows

**3. Collarenebri**

- Kerb and gutter works have been completed in High Street and Herbert street
- Grant awarded for upgrade of caravan park at showground

**4. Lightning Ridge**

- Kaolin street and Agate street have had kerb and gutter, footpath and some drainage works some seal work still to be carried out to complete project
- 3 Mile Road has concrete floodway installed and seal will be completed when weather improves. Signage has also been ordered.

**5. Grawin**

- Sealing competed on miner Road to Grid
- Still in process of getting more of the Miners Road Gazetted

**6. RMCC**

- Works order received for Heavy Patching on Gwydir Highway
- Waiting on works orders for two section of the Kamilaroi highway between Walgett and Burren Junction for edge repair and seal
- No project work has been carried on September due to wet weather

|                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Matters Generally For Brief Mention or Information from the Director Engineering/ Technical Services</b>                                                                                                             |
| <p><b>Recommendation:</b></p> <p>That the matters generally for brief mention or information from the Director Engineering/ Technical Services, be received and noted.</p> <p><b>Moved:</b></p> <p><b>Seconded:</b></p> |

**Attachments:**

Nil

## 9.4 DIRECTOR ENVIRONMENTAL SERVICES

### 9.4.1 DEVELOPMENT APPROVALS SEPTEMBER 2022

**REPORTING SECTION:** Planning  
**AUTHOR:** Kimley Talbert - Director Environmental Services  
**FILE NUMBER:** 22/10/0167

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**Summary:**

This report is to advise the September 2022 development approvals for the information of Council and to ensure compliance with Section 4.59 of the *Environmental Planning & Assessment Act 1979* and Section 124 of the associated Regulation.

**Background:**

To ensure the validity of a development consent in any legal proceedings, all development consents and complying development certificates are to be notified to the public within 3 months of the date of consent. The only exception is any development that may have Court proceedings commenced before the expiration of 3 months from the date on which the public notice was given.

**Current Position:**

To ensure compliance with Section 4.59 of the *Environmental Planning & Assessment Act 1979* and Section 124 of the associated Regulation, Council publishes a notice each month on/in Council's website, E-Bulletin and Facebook Page in relation to development approvals for the previous month.

For Councillor Information purposes, the following developments have been lodged and are currently waiting a determination. **Please note, this is only current as at 1 October-**

Development Applications

| Appl. No  | Address                           | Title                                       | Development                                          | Status                          |
|-----------|-----------------------------------|---------------------------------------------|------------------------------------------------------|---------------------------------|
| DA2021/46 | 110 George Sands Way, WALGETT.    | Lot 43<br>DP 752271                         | Torrens title subdivision at Namoi Reserve.          | On hold                         |
| DA2021/54 | Kamilaroi Highway, WALGETT.       | Lot 2 & lot 34<br>DP 752697                 | Torrens title subdivision at Gingie Reserve.         | On hold                         |
| DA2022/53 | 70 Morilla Street Lightning Ridge | Lot 437<br>DP761273 &<br>Lot 1970 DP 763798 | Storage Shed                                         | Awaiting Additional Information |
| DA2022/54 | 62 Walgett Street Collarenebri    | Lot 2<br>DP8708966                          | Multi - Unit Housing, Hospital workers accommodation | Assessment                      |

|           |                                        |                                         |                                               |                                            |
|-----------|----------------------------------------|-----------------------------------------|-----------------------------------------------|--------------------------------------------|
| DA2022/55 | 141-155 Fox Street Walgett             | Lots 73 & 21 DP 7503133                 | Four separate workers housing units           | Assessment                                 |
| DA2022/56 | 58 Wee Waa Street Walgett              | Lots 30 DP 564929, Lot 27 & 28 DP549129 | New commercial kitchen Fit-out                | Awaiting additional information            |
| DA2022/57 | 982 Gundabloui Road Collarenebri       | Lot 6232 DP 549129                      | Expanding existing Gravel quarry              | Under neighbour notification               |
| DA2022/58 | 982 Gundabbloui-Road Collarenebri      | Lot 6232 DP 752646                      | Expanding Second gravel quarry                | Under neighbour notification               |
| DA2022/60 | 23037 Castlereagh Highway Angledool    | Lot 1 DP1086785                         | Expanding existing gravel quarry              | Under Neighbour notification               |
| DA2022/43 | “Bando” Koomalah Road Ligfhtning Ridge | Lot 3189 DP 765394                      | Extension and Operation of an Existing quarry | Council approved                           |
| DA2022/48 | 28 Warrena Street Walgett              | Lot D DP392928                          | Multi cabins, shop and nursery                | Refused non-compliant with planning issues |

**Governance issues:**

Nil

**Environmental issues:**

Nil

**Stakeholders:**

- Walgett Shire Council
- Developer/s
- Residents of Walgett Shire Council

**Financial implications:**

Nil

**Alternative solutions:**

Nil

|                                             |
|---------------------------------------------|
| <b>Development Approvals September 2022</b> |
|---------------------------------------------|

**Recommendation:**

That Council receive and note the Development Approvals Report for September 2022.

**Moved:**

**Seconded:**

**Attachments:**

Nil



**9.4.2 WALGETT SHIRE LOCAL HERITAGE FUND GRANTS 2022/2023**

**REPORTING SECTION:** Planning  
**AUTHOR:** Kimley Talbert - Director Environmental Services  
**FILE NUMBER:** 22/10/0166

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**Summary:**

Applications for Council's annual Local Heritage Grants closed on 9 September 2022, following Council's written notification of the funding program to the owners of all heritage listed properties. A number of potential applicants contacted Council's Heritage Advisor about potential grants, however only two applications were received. These have been assessed by Council's Heritage Advisor. This report details the applications received and recommends that grants be allocated from the fund in accordance with recommendations provided by Council's Heritage Advisor.

**Background**

Council has agreed a budget of \$5,500 for the 2022-23 Local Heritage Grants program. Owners of properties that are included in Schedule 5 (the Heritage Schedule) of the Walgett Local Environmental Plan 2013 were advised by mail of the current heritage grant program in Council letters mailed in July 2021. (Private owners only were notified; public authorities are not eligible for the grants).

This program is run under the auspices of Heritage NSW which contributes a proportion of funding and which sets broad guidelines for its operation that Councils adopt. The Heritage NSW grant to Council for the 2022-23 program is \$5,500 (ex GST) for to Council for the program. The grants program is fully funded by Heritage NSW for this calendar year.

Eligible projects must generally be:

- Aimed at maintaining, preserving or restoring the heritage values of a place;
- Generally approved on a dollar-for-dollar basis. Contributions in the form of labour and/or materials can be considered;
- Subject to an upper funding limit by Council of \$5000. This can be varied depending on the number of applications received;
- Not used for improvements, such as new kitchens or bathrooms; and
- Not available to public organisations like Council or State Government agencies.

Property owners were advised of these guidelines in the letter Council sent. Applications for grant funding closed on 9 September 2022, although the deadline was extended to the end of September to accommodate any late applications. Two applications were received and both projects are recommended for funding.

**Current Position**

Applications for funding under the Local Government Heritage Grant program

Walgett Shire Council's Heritage Advisor evaluated the received applications and has recommended that the grants be dispersed as shown in the following table:

| Applicant                                            | Address                                                            | Project description                   | Project cost | Grant requested | Grant recommended | Applicant contribution |
|------------------------------------------------------|--------------------------------------------------------------------|---------------------------------------|--------------|-----------------|-------------------|------------------------|
| Mark Jones                                           | 52 Wareena Street<br>WALGETT                                       | Repairs to timberwork.<br>Repainting. | \$2,530.06   | \$1,265.00      | \$1,265.00        | \$1,265.06             |
| Barbara Moritz.<br>Heritage Cottage Hospital Gallery | Bush Cottage Hospital,<br><br>7 Morilla Street,<br>LIGHTNING RIDGE | New sign                              | \$330.00     | \$330.00        | \$330.00          | Volunteer hours        |
| Totals                                               |                                                                    |                                       | \$2,860.06   | \$1,595.00      | \$1,595.00        |                        |

The total of funds sought is \$1,595.00. All recommended grants are dollar-for dollar and are equal to or less than the nominated maximum of \$5,000 under the fund's guidelines and, except for the sign for Spicers Cottage/Bush Nurses Home.

The applications received are discussed below.

- The house at 52 Warreena Street, Walgett, is a rare example of a largely intact vernacular weatherboard bungalow built for the Shire Clerk during Walgett's early period of growth in the Federation period.
- The Heritage Cottage Hospital Gallery is seeking to replace a deteriorated sign. The museum is a key tourism activity for Lightning Ridge. The sign would help encourage tourism.

The Heritage Advisor's full assessment is included at Attachment 1 to this Report.

### Relevant Reference Documents

Heritage schedule in the Walgett Local Environmental Plan 2013.  
Walgett Shire Council Guidelines: Local Heritage Fund 2022-2023

### Proposal

To approve the extension and operation of an existing quarry providing road base material.

### Governance Issues

Section 8 of the Local Government Act 1993 establishes Council's charter, which includes:

- \* to exercise community leadership
- \* to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development
- \* to have regard to the long term and cumulative effects of its decisions
- \* to engage in long-term strategic planning on behalf of the local community
- \* to exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights

### Environmental Issues

Grants from the Local Heritage Fund are one of the most significant methods by which Council facilitates the retention and conservation of local heritage items.

### Stakeholders

Public  
Affected Land Owners  
Walgett Shire Council  
Heritage NSW

### Financial Implications

Council has budgeted \$5,500 for local heritage grant projects in 2022-23, which is equal to the amount of funding received from Heritage NSW under its Local Heritage programs. A claim for funds from the Heritage NSW must be made by Council at the end of the 2022-23 financial year and on successful completion of the agreed projects. A requirement of the Heritage NSW funding is that the fund be dispersed with regard for the recommendations of Council's Heritage Advisor.

### Alternative Solutions/Options

Decline to offer grants:- Council could decline to offer local heritage fund grants. This has not been recommended as owners of heritage items and people concerned about heritage would probably perceive this as an adverse outcome.

Vary the grant amounts:- Council could increase or decrease the amount of local heritage fund grants. In this context it is relevant to note that:

- There is a limited amount of funding available to Council from Heritage NSW
- The amounts have been recommended by Council's Heritage Advisor with regard for the heritage merits of the respective applications;
- Variations have been proposed where considered appropriate.

### Conclusion

Local Heritage Fund grants are an important mechanism for Council to facilitate the maintenance of local heritage items by landowners.

### Walgett Shire Local Heritage Fund Grants 2022-2023

#### Recommendation:

That Walgett Shire Council resolve to disperse a maximum of \$1,595, from the Walgett Shire Council Local Heritage Fund 2022-2023, in accordance with the recommendations of Council's Heritage Advisor; being a total of \$1,265 granted to Mark Jones and \$330 granted to Heritage Cottage Hospital Gallery (Barbara Moitz).

**Moved:**

**Seconded:**

#### Attachments:

Heritage Advisor's assessment of the Local Government Heritage Grant applications for 2022-2023

## Heritage Advisor's Assessment Report for the 2022-2023 Local Heritage Fund applications received

The table below is a summary of the Local Heritage Fund applications received. An assessment of each project is provided, together with a recommendation to approve a grant and conditions for each grant.

### Summary report of projects

| Applicant                                            | Address                                                            | Project description                                    | Project cost | Grant requested | Grant recommended | Applicant contribution                                         |
|------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------------------------|--------------|-----------------|-------------------|----------------------------------------------------------------|
| Mark Jones                                           | 52 Warreena Street<br>WALGETT                                      | Replacement of rotted weatherboards.<br><br>Repainting | \$2,530      | \$1,265         | \$1,265           | \$1,265<br><br>Plus the owner will undertake the work himself. |
| Barbara Moritz.<br>Heritage Cottage Hospital Gallery | Bush Cottage Hospital,<br><br>7 Morilla Street,<br>LIGHTNING RIDGE | New sign                                               | \$330        | \$330           | \$330             | Volunteer work                                                 |
| Totals                                               |                                                                    |                                                        | \$2,860      | \$1,595         | \$1,595           | \$1,265                                                        |

## House, 52 Warreena Street, Walgett

|                 |                                                                                                                                                                                                                                                                                                                                  |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant       | Mr Mark Jones                                                                                                                                                                                                                                                                                                                    |
| Heritage item   | The house is a locally listed heritage item.                                                                                                                                                                                                                                                                                     |
| Cost of works   | Unable to be determined as the quote (\$15,437) provided included a more extensive range of works.                                                                                                                                                                                                                               |
| Grant requested | \$2,530. This is the cost for materials only. The home owner will undertake the work.                                                                                                                                                                                                                                            |
| Proposed work   | The works described in the grant application are: <ul style="list-style-type: none"> <li>• replace rotted weatherboards</li> <li>• repainting of the house</li> </ul>                                                                                                                                                            |
| Assessment      | <p>The house at 52 Warreena Street is a rare example of a largely intact vernacular weatherboard bungalow built for the Shire Clerk during Walgett's early period of growth in the Federation period.</p> <p>Some of the weatherboards are in a deteriorated condition. The house needs repainting.</p>                          |
| Recommendation  | <p>That the following work be the subject of a grant:</p> <ul style="list-style-type: none"> <li>• Repairs to existing timberwork</li> <li>• Repainting of the house</li> </ul> <p>That funding be approved for \$1,265.</p>                                                                                                     |
| Conditions      | <ul style="list-style-type: none"> <li>• New weatherboards must match the existing.</li> <li>• Waste materials must be managed on the site and then disposed of at a waste management facility.</li> <li>• The work must be undertaken in accordance with any relevant SafeWork NSW guidelines and Codes of Practice.</li> </ul> |





## Spicers Cottage and Bush Nurses Cottage Hospital building, 7 Morilla Street, Lightning Ridge

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant       | Heritage Cottage Hospital Gallery (Barbara Moritz)                                                                                                                                                                                                                                                                                                                                                                                               |
| Heritage item   | The Bush Nurse Association Cottage is a locally listed heritage item. The Bush Nurse Association Cottage is set behind Spicer's Hut. It is a fine timber building now used as museum by the Lightning Ridge Historical Society.                                                                                                                                                                                                                  |
| Cost of works   | \$330                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Grant requested | \$300                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Proposed work   | A new sign fixed to the existing sign at the site.                                                                                                                                                                                                                                                                                                                                                                                               |
| Assessment      | The museum is heritage listed and provides a worthwhile tourism facility for the town. The project is considered worth funding to ensure the ongoing survival of the historic complex by encouraging visitation.                                                                                                                                                                                                                                 |
| Recommendation  | That funding be approved for \$330<br>This amount is greater than the 50% maximum recommended by the guidelines for the Local Heritage Fund, but is considered appropriate due to the association of the place with the Lightning Ridge Historical Society, a community organisation, and its contribution to tourism in Lightning Ridge.                                                                                                        |
| Conditions      | <ul style="list-style-type: none"> <li>• The work must be undertaken in accordance with any relevant SafeWork NSW guidelines and Codes of Practice.</li> <li>• The work must be structurally adequate</li> <li>• Waste materials must be managed on the site and then disposed of at a waste management facility.</li> <li>• A copy of the paid tax invoice must be provided to council to confirm that the contractor has been paid.</li> </ul> |



### **9.4.3 MATTERS GENERALLY FOR BRIEF MENTION OR INFORMATION FROM DIRECTOR ENVIRONMENTAL SERVICES**

**REPORTING SECTION:** Environmental Services  
**AUTHOR:** Kimley Talbert - Director Environmental Services  
**FILE NUMBER:** 22/10/0168

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

For Councillor Information purposes, the following applications were received during September 2022.

#### **Outstanding Notice Certificate**

1

#### **Construction Certificate**

2 @ present awaiting additional information

#### **Food Shop Inspections**

Nil

#### **Swimming Pool Compliance Certificates**

1

#### **Activity Approvals**

Three activity approval applications received for new amenity building projects.

#### **Current Building Project Under Construction**

- Shop/Office and five cabins at 20 Morilla Street Lightning Ridge
- Private garage @ 38 Warrena Street Walgett
- Storage Units @ 40 Nobby Road Lightning Ridge
- 99 Wee Waa Street Walgett Multi Unit housing project
- New shade structure Lightning Ridge Bowling Club

#### **Other Activity**

Attended: Food Authority training day at Dubbo

#### **Planning Certificates:**

September – Twenty one (21) 10.7 Planning Certificates have been issued.

## OTHER ENVIRONMENTAL SERVICES ACTIVITIES

### The Environmental Protection Agency (EPA)

The matter concerning the Notice of Variation of Environment Protection licence and an action plan covering the methodology of disposal of contaminated concrete waste and the time frame involved with its disposal. The amended Response sent to the (EPA).

### NSW HEALTH – Mosquito Monitoring

Mosquito traps now will be installed at Apex Park and Alex Trevallion Park Walgett, where weekly captured mosquito's, will be dispatched to Medical Entomology Unit at Westmead Hospital.

### On line Meeting Held with Roads to Home

Discussion held with five persons representing NSW Roads to Home and council's representatives, Michael Urquhart, Kevin Dunshea and Kimley Talbert, covering all of the outstanding matters concerning the aboriginal mission's sub-division development applications for Gingie and Namoi Villages.

### September 2022 Animal Impounding Records

Month of September- impounded 10 dogs 8 dogs were rehomed and two dogs released to owners and two cats impounded. During the month, issued two dangerous dog orders, from a dog attack on a person in a public place and on a small breed dog, where it was mutilated and killed on the person's property. Also received complaints from nuisance issues generated from dog control and feral cat issues.

During September the RSPCA were present, and carried out 50 cats to be de-sexed along with PETCARE days Namoi and Gingie Villages.

### Grawin Waste Depot

During September had a contractor carry out earth-works of clearing the fence line of approximately 400 lineal metres of site area in preparation of the waste depot fence line.

### Enquiries

Received from the persons interested in a knock down and rebuild on a rural property and the replacement of the roof structure located at the Lightning Ridge Golf Club. A Development application has been received for the club roof replacement.

### **Matters Generally for Brief Mention or Information from Director Environmental Services**

#### **Recommendation:**

That the matters generally for brief mention or information from the Director Environmental Services, be received and noted.

#### **Moved:**

#### **Seconded:**

#### **Attachments:**

Nil



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

## **11. QUESTIONS WITH NOTICE**



## **AGENDA FOR CLOSED COUNCIL MEETING**

**Thursday 27<sup>th</sup> October 2022**

**NOTICE IS HEREBY GIVEN** pursuant to clause 7 of Council's Code of Meeting Practice that the Closed Council Meeting of Walgett Shire Council will be held at Walgett Shire Council Chambers on 27<sup>th</sup> **October 2022** to discuss the items listed in the Agenda.

Michael Urquhart  
**GENERAL MANAGER**

## **AGENDA**

### **12. MOVE INTO CLOSED SESSION**

#### **MOVE INTO CLOSED SESSION**

**Time:** .....

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

(c) That information that would, if disclosed confer a commercial advantage on a person with whom the Council is conducting business (or proposed to conduct business)

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

**Moved:**

**Seconded:**

### **13. CONFIDENTIAL REPORTS/CLOSED COUNCIL MEETING**

#### **13.1 GENERAL MANAGER**

**13.1.1 Lease to Graincorp Operations Limited – Part Road Reserve  
Adjacent to Kamilaroi Highway, Burren Junction**

#### **13.2 CHIEF FINANCIAL OFFICER**

**13.2.1 Licence agreement between Walgett Shire Council and PCYC  
Walgett**

**13.2.2 Write-Off Various Sundry Debtor Amounts**

#### **13.3 DIRECTOR ENGINEERING/TECHNICAL SERVICES**

**13.3.1 RFT 20016 – Supply and Delivery of one CCF Class 17.5 Vibrating  
Padfoot Drum Roller**

**13.3.2 RFT 20017 – Supply and Delivery of one 20T Ballasted Pneumatic  
Tyred Roller**

**13.3.3 RFT 20018 – Supply and Delivery of one 20T Ballasted Pneumatic  
Tyred Roller**

## 14. RETURN TO OPEN SESSION

### Return to open session

**Recommendation:**

That Council return to open session.

**Moved:**

**Seconded:**

## 15. ADOPTION OF CLOSED SESSION REPORTS

### Adoption of closed session reports

**Recommendation:**

That Council adopt the recommendations of the Closed Committee Reports

**Moved:**

**Seconded:**

## **16. CLOSE OF MEETING**

**Time: .....**