



YOUNG

SHIRE COUNCIL



ANNUAL REPORT
FOR THE PERIOD
01 / 07 / 2005 TO 30 / 06 / 2006

INDEX

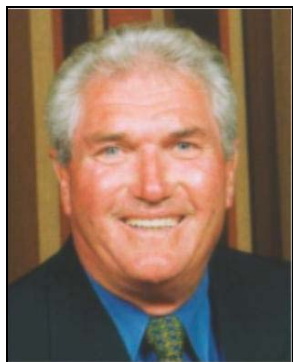
Councillors' of Young Shire	3
Organisational Chart	4
General Manager	5
Administration & Finance Group	
Council Finances	7
Performance of Programmes against Management Plan	9
Financial Statements for year ended 30 June 2005	10
Recreation & Leisure Group	
South West Regional Library Service	16
Young Visitors Centre	17
Recreational Facilities - Parks & Gardens	18
Performance of Programmes against Management Plan	19
Planning & Environment Group	
Animal Control	23
Environmental Matters	26
Health Services	26
Waste Management Services	26
Town Planning Services	29
Building	34
Performance of Programmes against Management Plan	36
Engineering Operations & Utility Support Services Groups	
Operations	45
Utility Services	48
Performance of Programmes against Management Plan	49
Transport Infrastructure	50
Statutory Information - Section 428 (2)	
(d) Public Works Infrastructure	51
(e) Legal Proceedings	52
(f) Mayoral and Councillors' Fees and Facilities	52
(g) Senior Staff	54
(h) Contracts awarded by Council during 2004/2005	54
(i) Bush Fire Hazard Reduction Activities	54
(j) Multicultural Services	55
(l) Donations under Section 356	55
(m) Human Resources Statement	56
(n) Equal Employment Opportunity	56
(o) External Bodies Statement	57
(p) Controlling Interests	57
(q) Joint Ventures	57
Statutory Information - Section 428 (2) (r)	
Clause 15 - Rates and Charges Regulation	58
Clause 31 - General Regulation	
(a) Overseas Visits	58
(b) Senior Staff Remuneration	54
(c) Activities for Children	59
(d) Programmes Undertaken to Promote Access & Equity	43 & 58
(d) Category 1 Business Activities & Competitive Neutrality	59
(e) Council Meetings	59
(f) Freedom of Information Report	60
(g) PPIP Act Statement - Section 33-3	64

COUNCILLORS' OF YOUNG SHIRE

Local Government elections for Councillors' are held each four (4) years. At the last general election held in March 2004 the following Councillors were elected.

Cr. Gerry Bailey (Mayor)	60 Redhill Road, Young	Ph: (02) 6382 2329
Cr. John McGregor (Deputy Mayor)	24 Back Creek Road, Young	Ph: (02) 6382 1030
Cr. John Walker	7 Donges Road, Young	Ph: (02) 6383 9260
Cr. John Drum	"Moonbucca", Young	Ph: (02) 6383 2368
Cr. Stuart Freudenstein	"Nindethana", Young	Ph: (02) 6383 4214
Cr. Sandy K Freudenstein	165 Willawong Street, Young	Ph: (02) 6382 2465
Cr. Fran Hewlett	2250 Kingsvale Road, Young	Ph: (02) 6382 2114
Cr. Anthony King	117 Wombat Street, Young	Ph: (02) 6382 1698
Cr. Michael Veitch	151 Willawong Street, Young	Ph: (02) 6382 5463

The nine Councillors' vote annually at an election for the offices of Mayor and Deputy Mayor in the month of September. Councillor Gerry Bailey was elected Mayor and Councillor John McGregor was elected Deputy Mayor.



Clr. G.P. (Gerry) Bailey
Mayor



Clr. J.B. (John) Mc Gregor
Deputy Mayor

MAYORAL FORWARD

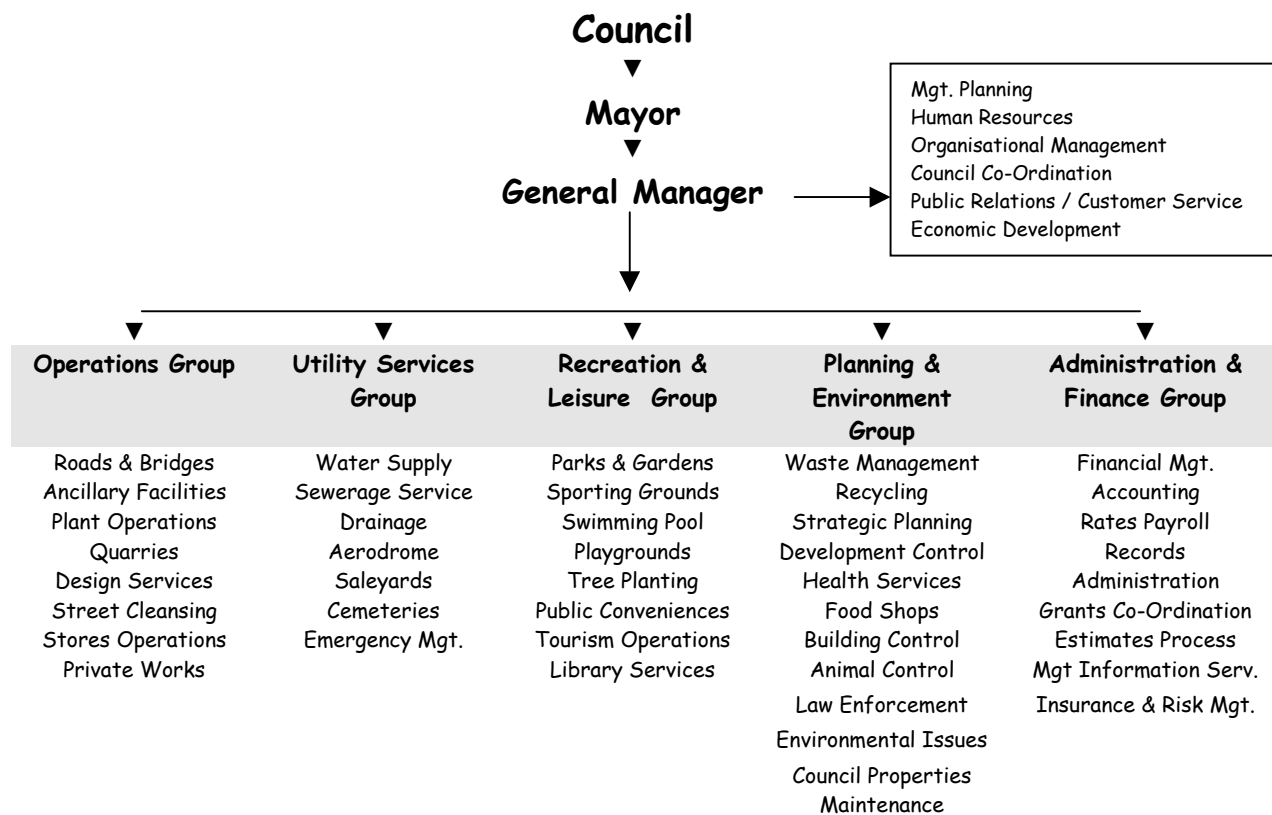
Young Shire Council each year presents a management plan to align with a programmed budget.

Young is now seen as an emerging regional centre. As Young grows pressure is placed on the need for long term planning. Such long term planning involves investing for future infrastructure and major capital works.

The report shows that as the result of sound management practices balances in reserve have continued to grow. Also the report indicates that the Shire has a very positive future.

Gerry Bailey
MAYOR

ORGANISATIONAL CHART



Mr. A.G. Hanrahan
General Manager
Young Shire Council

MAJOR FUNCTION: GENERAL MANAGER

Objective: To maximise the potential of Councils human physical and financial resources to achieve the most affordable level of service to the community. Also to supply Council and the public with high quality Administrative, Financial and general support services

STRATEGY	STATEMENT OF MEANS	PERFORMANCE ASSESSMENT CRITERIA	OUTCOME
<p>1. ADMINISTRATION</p> <p>To develop and maintain administrative systems which provide efficient support services to the Council and management.</p>	<p>Provide timely and accurate information to Council and the community pertaining to Council policy and decisions.</p>	<ul style="list-style-type: none"> • Reduction in complaints of not being informed • Timely production of reports • All Departments adequately supported 	<p>Status Quo</p> <p>Achieved</p> <p>Achieved</p>
<p>2. COUNCIL IMAGE</p> <p>To promote a professional positive image of Council with an emphasis on the importance of good public relations in all areas of operation and to strive to keep the public well informed on all relevant matters</p>	<ul style="list-style-type: none"> • Weekly column in newspaper • Annual meetings in Shire Villages • Councillors and staff availability at community group meetings, functions, etc • Open forum at Council meetings • Complaints Management system • Councillors column in newspaper 	<ul style="list-style-type: none"> • Community perception of Council's performance • All correspondence answered within eight days • Complaints responded to within timeframe stipulated in Complaints Management System 	<p>Satisfactory</p> <p>85% Compliant. New records system to be implemented 2007</p> <p>Achieved</p>

STRATEGY	STATEMENT OF MEANS	PERFORMANCE ASSESSMENT CRITERIA	OUTCOME
<p>3. HUMAN RESOURCES</p> <p>Provide and ensure that Council's resources receive adequate motivation and opportunity for training and that the salary system is administered in a fair and equitable way</p>	<ul style="list-style-type: none"> • Continuously review and develop salary system in conjunction with Consultative Committee • Update human resources policies and procedures including: <ol style="list-style-type: none"> 1. EEO Management Plan 2. Induction and Recruitment 3. Staff Training Policy 4. Salary Policy 	<ul style="list-style-type: none"> • Acceptance and understanding of Salary system by staff • Hours spent on training 	<p>On-going Acceptance</p>
<p>4. ABORIGINAL CONSULTATIVE COMMITTEE</p> <p>To foster a climate of understanding and co-operation between Aboriginal and non-Aboriginal residents</p>	<ul style="list-style-type: none"> • Regular meetings with Aboriginal leaders • Encourage Aboriginal participation in community works, etc. • Aboriginal Consultative Committee meetings 	<ul style="list-style-type: none"> • Aboriginal understanding of Council's function • Community perception 	<p>Ongoing</p> <p>Satisfactory</p>

ADMINISTRATION & FINANCE GROUP

The aim of this Group is to supply Council and the public with high quality administrative, financial and general support services.

Council Finances

Council's funds are obtained from four basic areas:

1. Government Grants and Subsidies
2. Loan Funds
3. Rates and Annual Charges
4. User Fees and Charges

Government Grants and Subsidies:-

A large proportion of Council's funds are derived from government grants and subsidies for such important works as roads, bridges, bush fire prevention, water supplies, sewerage services, public libraries and aerodrome. In the financial year 2005/2006, revenues from grants and subsidies was received by Council.

Any reduction in the level of such funding severely impacts upon Council's operations and is immediately impacted upon the whole community, particularly, in such vital areas as roads and bridge maintenance and reconstruction.

Loan Funds:-

During 2005/2006 Council did not require access to any new loan funds.

Rates and Annual Charges:-

Rates are levied on the value of land as determined by the Valuer-General's Department. In addition annual domestic waste management charges, sewerage charges and water charges are levied to cover the cost of supplying these services.

Rates and Annual Charges for 2005/2006 are set by Council as follows:

		<u>2004/2005</u>		<u>2005/2006</u>
Farmland	0.7887c	\$320.00 min	0.3496c	\$331.00 min
Rural Residential	1.3625c	\$320.00 min	0.5681c	\$331.00 min
Residential - Bendick Murrell	1.3625c	\$320.00 min	0.6442c	\$331.00 min
Residential - Bribbaree	1.3625c	\$320.00 min	0.6442c	\$331.00 min
Residential - Koorawatha	1.3625c	\$320.00 min	0.6442c	\$331.00 min
Residential - Monteagle	1.3625c	\$320.00 min	0.6442c	\$331.00 min
Residential - Murringo	1.3625c	\$320.00 min	0.6442c	\$331.00 min
Residential - Young	2.7216c	\$320.00 min	1.0226c	\$331.00 min
Business	2.0812c	\$320.00 min	0.8827c	\$331.00 min
Business - Bendick Murrell	2.0812c	\$320.00 min	1.3587c	\$331.00 min
Business - Bribbaree	2.0812c	\$320.00 min	1.3587c	\$331.00 min
Business - Koorawatha	2.0812c	\$320.00 min	1.3587c	\$331.00 min
Business - Monteagle	2.0812c	\$320.00 min	1.3587c	\$331.00 min
Business - Murringo	2.0812c	\$320.00 min	1.3587c	\$331.00 min
		<u>2004/2005</u>		<u>2005/2006</u>

Business - Young CBD	4.0756c	\$320.00 min	2.7866c	\$331.00 min
Business - Outside CBD	3.7801c	\$320.00 min	2.0203c	\$331.00 min
Business - Mining	3.1765c	\$320.00 min	8.2593c	\$331.00 min

Annual Domestic Waste Management Charge	- occupied	\$156.00	\$166.92
	- vacant land	\$54.60	\$55.08
Annual Water Service Charge	- connected	\$420.00	Nil
	- unconnected	\$336.00	Nil
Fire Water Main Charge		\$294.00	Nil

Water Availability Charges - Residential

Unconnected	\$175.00
Strata Units (not individually metered)	\$175.00
20mm meter	\$175.00
25mm meter	\$273.00
32mm meter	\$448.00
40mm meter	\$700.00
50mm meter	\$1,094.00
65mm meter	\$1,848.00
80mm meter	\$2,800.00
100mm meter	\$4,375.00

Water Availability Charges - Non-Residential

Unconnected	\$175.00
Strata Units (not individually metered)	\$175.00
20mm meter	\$175.00
25mm meter	\$273.00
32mm meter	\$448.00
40mm meter	\$700.00
50mm meter	\$1,094.00
65mm meter	\$1,848.00
80mm meter	\$2,800.00
100mm meter	\$4,375.00

Annual Sewerage Service Charge	- connected	\$315.00	\$330.00
	- unconnected	\$252.00	\$264.00
Recycling Charge - Residential		\$39.00	\$41.73

Payment of Rates by Instalments:

Rates may be paid either as a lump sum or, by four quarterly instalments. If payment is made in a lump sum, this amount is payable on or before, 31 August. All Rate Instalment Payments are due and payable on or before, 31 August, 30 November, 28 February and 31 May.

Interest of 9.00 % p.a. accrues on rates and annual charges, which remain unpaid after the dates outlined above.

Pensioner Rate Rebates:

Under State Government Legislation, some pensioners are eligible for mandatory concessions. The amounts of the concessions available on an annual basis are:

- * All ordinary rates and annual charges for domestic waste management services on land - up to a maximum of \$250.

- * Water Rates or annual charges - up to a maximum of \$87.50.
- * Sewerage Rates or annual charges - up to a maximum of \$87.50.

If you receive a pension or benefit, you may be eligible for a mandatory concession even though someone else may jointly own and occupy the property with you. You must occupy the dwelling for which a concession is sought as your sole or principal place of living.

Persons who become, or cease to be, eligible pensioners during the year will receive a concession proportionate to the number of full quarters in which they are an eligible pensioner.

Ratepayers are requested to contact Council's Rates Officer immediately they become an eligible pensioner, as they may be entitled to a pro-rata rebate.

User Fees and Charges:-

Council continues to develop and implement its policy of "user-pays" to those areas of services which benefit specific sections of the community such as water supply, sewerage services, waste management, plant hire, private works, hire of halls and other facilities.

In addition, developers are required to contribute to improvements to community facilities such as road works, parking, kerbing and guttering, sewerage services, drainage and water supply where land is developed within Young, and where applicable in the rural areas, dependent upon the nature of the development.

MAJOR FUNCTION: FINANCE & ADMINISTRATION

Objective: To manage the affairs and resources of Council and meet statutory requirements to reflect the view and best interests of ratepayers in the most cost-effective manner.

STRATEGY	STATEMENT OF MEANS	PERFORMANCE ASSESSMENT	OUTCOME
Demonstrate sound management and forward financial planning.	Management plan, including budget, adopted in June each year. Management plan review undertaken on a quarterly basis. Maintenance of tight fiscal control	Compliance with all statutory requirements of the Local Government Act. Maintain a current ratio >2.00:1.00 (current assets exceed current liabilities)	Achieved Ratio 2.73 : 1.00
<u>Rating</u>			
Provide and ensure Councils rates are levied in an equitable manner and that outstanding rates are kept at a low level.	Compliance with relevant legislation. Issue rate and instalment notices on time. Follow up outstanding rates on a regular basis.	Level of complaints. % of rates outstanding <7.00 %. Compliance with legislation.	Acceptable 5.40 % Achieved
<u>Investments</u>			

Obtain maximum return on investments.	Maintain investment register. Obtain best rates through enquiry. Ensure all surplus cash invested.	Ratio return to investments	Satisfactory
---------------------------------------	--	-----------------------------	--------------

STATEMENT OF FINANCIAL PERFORMANCE

The following pages summarise the financial performance of Young Shire Council as at 30th June 2006. The complete "Statements of Account" can be perused at Council's Administration Offices during normal business hours.

INCOME STATEMENT for the year ended 30th June 2006

	Original Budget \$'000	Actual 2006 \$'000	Actual 2005 \$'000
INCOME FROM CONTINUING OPERATIONS:			
Revenues			
Annual Rates & Charges	6,792	6,863	7,324
User Charges & Fees	3,067	3,220	3,390
Interest & Investment Revenues	810	974	790
Non-Capital Purposes - Grants	3,058	2,980	2,810
Non-Capital Purposes - Contributions	703	857	779
Capital Purposes - Grants	370	1,151	492
Capital Purposes - Contributions	983	517	730
Other Revenues from Ordinary Activities	403	497	486
Sub-Total	16,192	17,059	16,801
Other Income			
Gain from the Sales of Assets	266	373	358
TOTAL INCOME FROM CONTINUING OPERATIONS	16,458	17,432	17,159
EXPENSES FROM CONTINUING OPERATIONS:			
Expenses			
Employee Benefits & On-Costs	4,507	4,437	4,590
Borrowing Costs	391	395	413
Materials & Contracts	5,307	4,500	4,488
Depreciation & Amortisation Costs	2,505	2,853	2,688
Other Expenses	1,604	1,572	1,565
TOTAL EXPENSES FROM CONTINUING OPERATIONS	14,314	13,757	13,744
OPERATING RESULT FROM CONTINUING OPERATIONS	2,144	3,675	3,415
REVENUES FROM CAPITAL ACTIVITIES			

Capital Purposes - Contributions	983	517	730
Capital Purposes - Grants	370	1,151	492
TOTAL REVENUES FROM CAPITAL ACTIVITIES	<u>1,353</u>	<u>1,668</u>	<u>1,222</u>
NETT OPERATING RESULT FOR THE YEAR PRIOR TO THE PROVISION OF GRANTS & CONTRIBUTIONS FOR CAPITAL PURPOSES	<u>791</u>	<u>2,007</u>	<u>2,193</u>

BALANCE SHEET

as at 30th June 2006

	Notes	Actual 2006 \$'000	Actual 2005 \$'000
CURRENT ASSETS:			
Cash & Cash Equivalents	6	173	923
Investments	6	5,859	5,109
Receivables	7	1,440	1,440
Inventories	8	161	161
Other	8	176	175
TOTAL CURRENT ASSETS		7,809	7,808
NON-CURRENT ASSETS:			
Investments	6	6,390	6,390
Receivables	7	34	34
Infra-Structure, Property, Plant and Equipment	9	84,586	84,896
TOTAL NON-CURRENT ASSETS		91,010	91,320
TOTAL ASSETS		98,819	99,128
CURRENT LIABILITIES:			
Payables	10(a)	1,083	1,084
Interest Bearing Liabilities	10(a)	248	248
Provisions	10(a)	358	1,577
TOTAL CURRENT LIABILITIES		1,689	2,909
NON-CURRENT LIABILITIES:			
Interest Bearing Liabilities	10(a)	4,273	4,542
Provisions	10(a)	489	464
TOTAL NON-CURRENT LIABILITIES		4,762	5,006
TOTAL LIABILITIES		7,924	7,915
NETT ASSETS		94,888	91,213
EQUITY:			
Retained Earnings - Accumulated			
Surplus / (Deficit) - Current Year		3,675	3,415
TOTAL EQUITY		94,888	91,213

STATEMENT OF CHANGES IN EQUITY
for the year ended 30th June 2006

	2006		2005	
	Accumulated Surplus \$'000	Total Equity \$'000	Accumulated Surplus \$'000	Total Equity \$'000
Balance as at the beginning of the Reporting Period	91,213	91,213	87,798	87,798
Nett Operating Result for the year	3,675	3,675	3,415	3,415
Balance as at the end of the Reporting Period	<u>94,888</u>	<u>94,888</u>	<u>91,213</u>	<u>91,213</u>

STATEMENT OF CASH FLOWS
for the year ended 30th June 2006

	Notes	Actual 2006 \$'000	Actual 2005 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES			
<u>Receipts:</u>			
Annual Rates and Charges		6,846	7,229
User Charges and Fees		3,059	3,588
Interest and Investment Revenues		913	811
Grants and Contributions		5,479	4,806
Other		390	557
		<u>16,686</u>	<u>16,991</u>
<u>Payments:</u>			
Employee Benefits and On-Costs		(4,364)	(4,363)
Materials and Contracts		(4,416)	(4,317)
Borrowing Costs		(378)	(396)
Other		(1,726)	(1,486)
		<u>(10,884)</u>	<u>(10,562)</u>
Nett Cash provided by (or used in) Operating Activities 11 (B)		5,802	6,429
CASH FLOWS FROM INVESTING ACTIVITIES			
<u>Receipts:</u>			
Infra-Structure, Property Plant, Equipment		618	595
Deferred Payments Scheme		12	4
		<u>630</u>	<u>599</u>
<u>Payments:</u>			
Infra-Structure, Property Plant, Equipment		(4,503)	(4,137)
Deferred Payments Scheme		0	0
		<u>(4,503)</u>	<u>(4,137)</u>
Nett Cash provided by (or used in) Investing Activities		(3,873)	(3,538)
CASH FLOWS FROM FINANCING ACTIVITIES			
<u>Receipts:</u>			
Borrowing's		0	0
		<u>0</u>	<u>0</u>
<u>Payments:</u>			
Borrowing's		(248)	(229)
Government Advances		0	(2)
		<u>(248)</u>	<u>(231)</u>
Nett Cash provided by (or used in) Investing Activities		(248)	(231)
Cash Assets - beginning of the reporting period	11 (A)	12,422	9,762
Cash Assets - nett increase / (decrease)		1,681	2,660
Cash Assets - end of the reporting period	11 (A)	<u>14,103</u>	<u>12,422</u>

**STATEMENT OF PERFORMANCE MEASUREMENT
for the year ended 30th June 2006**

	<u>Amounts</u>	<u>Indicators</u>	<u>Current Year 2006</u>	<u>Current Year 2005</u>	<u>Current Year 2004</u>	<u>Current Year 2003</u>
1. <u>CURRENT RATIO</u>						
<u>Current Assets</u>	\$ 8,645	Ratio	2.73 : 1.00	2.68 : 1.00	2.60 : 1.00	2.82 : 1.00
Current Liabilities	\$ 3,162					
2. <u>UNRESTRICTED CURRENT RATIO</u>						
<u>Current Assets less ALL External Restrictions*</u>	\$ 7,641	Ratio	4.75 : 1.00	4.75 : 1.00	4.54 : 1.00	5.57 : 1.00
Current Liabilities less Specific Purpose Liabilities**	\$ 1,610					
3. <u>DEBT SERVICE RATIO</u>						
<u>Debt Service Cost</u>	\$ 625	Percentage	4.31 %	4.24 %	4.79 %	5.02 %
Revenues from Ordinary Activities	\$ 14,502					
4. <u>RATE COVERAGE RATIO</u>						
<u>Rate and Annual Charges</u>	\$ 6,863	Percentage	39.37 %	42.68 %	43.37 %	42.98 %
Total Revenues	\$ 17,432					
5. <u>OUTSTANDING RATES</u>						
<u>Rates and Annual Charges Outstanding</u>	\$ 392	Percentage	5.40 %	4.84 %	4.06 %	4.38 %
Rates and Annual Charges Collectable	\$ 7,263					

NOTES TO THE FINANCIAL STATEMENTS
Note 2 (a) - FUNCTIONS / ACTIVITIES

Revenues, expenses and assets have been directly attributed to the following functions. Details of those functions are provided.

FUNCTIONS	INCOME FROM CONTINUING OPERATIONS			EXPENSES FROM CONTINUING OPERATIONS			OPERATING RESULTS FROM CONTINUING OPERATIONS			GRANTS INCLUDED IN REVENUES		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
	Original Budget 2006 \$'000	Actual 2006 \$'000	Actual 2005 \$'000	Original Budget 2006 \$'000	Actual 2006 \$'000	Actual 2005 \$'000	Original Budget 2006 \$'000	Actual 2006 \$'000	Actual 2005 \$'000	2006 \$'000	2005 \$'000	2006 \$'000	2005 \$'000
Governance	1	1	1	181	180	176	(180)	(179)	(175)	0	0	0	0
Administration	332	478	453	620	576	568	(288)	(98)	(115)	0	2	7,378	6,421
Public Order & Safety	361	222	179	702	585	426	(341)	(363)	(247)	197	145	466	515
Health	16	13	8	216	217	191	(200)	(204)	(183)	0	0	409	435
Community Services & Education	2	2	3	112	107	149	(110)	(105)	(146)	1	1	71	73
Housing & Community Amenities	1,241	1,206	1,178	1,785	1,843	1,724	(544)	(637)	(546)	30	29	9,355	9,027
Water Supplies	2,150	2,520	2,456	2,086	1,933	1,965	64	587	491	49	56	9,265	8,691
Sewerage Services	1,424	1,635	1,489	710	620	661	714	1,015	828	153	37	8,917	7,920
Recreation & Culture	754	243	181	1,422	1,580	1,331	(668)	(1,337)	(1,150)	65	35	5,220	5,221
Mining, Manufacturing & Construction	134	109	185	201	228	205	(67)	(119)	(20)	0	0	504	472
Transport & Communication	2,886	3,639	4,021	5,431	5,068	5,464	(2,545)	(1,399)	(1,443)	1,914	1,375	57,422	56,448
Economic Affairs	563	563	616	809	821	916	(246)	(258)	(300)	3	3	1,989	2,322
GENERAL PURPOSE REVENUES	6,594	6,801	6,389	39	29	(32)	6,555	6,772	6,421	1,719	1,619	1,816	1,583
SURPLUS / (DEFICIT FROM ALL FUNCTIONS	16,458	17,432	17,159	14,314	13,757	13,744	2,144	3,675	3,415	4,131	3,302	102,812	99,128

LEISURE & RECREATION GROUP

SOUTH-WEST REGIONAL LIBRARY SERVICE

The South-West Regional Library Service provides residents of Young, Harden and Boorowa Shires access to a diverse range of information needs and resources. The Library Service offers patrons a selection of popular culture, recreational material and information in books, magazines, newspapers, microfilm, CDs, tapes, DVDs and videos.

The Regional book collection is 33,300, and the total collection exceeds 36,800 items. Internet access is available at all branches.

The Young Library is the central branch for the region, with staff responsible for the selection, purchase, processing and circulation of stock. Regular exchanges and a weekly courier service between branches provide all constituents the opportunity to borrow the region's resources.

Young Library recorded 46,813 visitors during 2005/2006, patrons attending orientation sessions for school and TAFE classes, preschoolers' fortnightly storytime and children's school holiday activities. Current active membership of the branch totals 4,961 borrowers who checked out 57,481 items during the year.

Three computers are available for Internet access and word-processing. The facilities are often fully booked by visitors and seasonal workers each day during the October-December quarter.

The contact telephone for the Community Bus Service is situated within the library, providing passengers with a comfortable waiting area and access to reading material.

Special highlights this year included the many guest presenters for PALS story sessions, and library staff visits to Infants classes at schools and Daycare centres to involve children in the promotion of the library and its role in the community. The coordination of the Nestle Creative Writing Program for the South West Zone, hosting author Sue Whiting and organising schools' workshops at Young, Harden and Boorowa received a positive and enthusiastic response from Primary school students and their teachers. Promotion of the visit by author Mem Fox, and the Book Launch for author June Cookson's novel "The Cherry Picker" during the National Cherry Festival were both very successful events. The "Woodlands" photographic exhibition featuring work by renowned photographer Esther Beaton drew many interested visitors to view the display.

Residents are invited to visit the Young Library in Lynch Street to access all of their information and research needs. Photocopying, faxing and Justice of the Peace services are also available. For enquiries please telephone 02 6382 1886.

YOUNG Lynch Street (Opposite Fire Station)

Mon-Fri 9.00 am - 5.00 pm

Sat 9.30 am - 12 noon

TELEPHONE: (02) 6382 1886

HARDEN Trinity Centre, East Street

Mon - Fri 1.30 pm - 5.00 pm

Fri morning 10.30 am - 12 noon

Telephone: (02) 6386 4154

BOOROWA Pudman Street (adjacent Council)

Mon, Wed, Fri 3.00 pm - 5.00 pm

Sat 10.00am - 12 noon

Alternate Thursdays 9.00am - 1.00pm

Young Visitors Centre Report

Tourism Activities Report

The objective of Young Shire Council's Tourism section is to preserve Council's infrastructure and minimise liability whilst providing quality Tourist Information facilities that meet the needs and expectations of the wide range of visitors in a cost effective and efficient manner.

With this objective in mind, over the past twelve months Young Visitor Information Centre has been active in all key areas of its function.

- Management Services
- Visitor Servicing
- Tourism Marketing and Promotion
- Cherry Festival Co-Ordination

Management Services

Management services and support have been provided to both internal and external customers in a cost effective and efficient manner. Finance and administrative functions, human resource and technical support has been provided where necessary and systems and operating procedures documented and adhered to. Staff training requirements were met and reporting systems and response times considered in all areas of the day to day management of the Tourism Services.

Visitor Servicing

For the financial year 2005/2006, Young Visitor Information Centre serviced face to face inquiries from approximately 20,000 visitors. In addition to this, the centre services telephone and internet inquiries on a daily basis. Timely and accurate information is provided to all inquirers with response times kept to a minimum. During the year, staff have as visited local tourism related businesses to gain first hand experience of the town's attractions and accommodation facilities. This enables us to provide quality information and advice to all visitors to Young Shire and the surrounding region. Our business morning tea program has been continually well received and many tourism business operators gather and network at a different tourism business on a monthly basis. This has proved to be an excellent and popular initiative.

Tourism Marketing and Promotion

Young is promoted on three fronts, Cherries and Stonefruit, History and Heritage and HILLTOPS Wine and Food. Throughout the year, marketing campaigns are used to promote the region using these three messages. These include media advertising, consumer shows and partnerships with Tourism NSW, Capital Country Tourism, The Newell Highway Promotions Committee, Australian Capital Tourism Corporation and other local groups where appropriate. There has also been co-operative promotional activity with neighbouring councils, reducing costs to Young Shire Council.

A new Visitor Guide has been produced for Young and the surrounding district and is due for release in early November 2006.

Tourism Development

The 2006 Lambing Flat Festival was held on 22nd April 2006 and was well received by both locals and visitors. The event had a heritage theme and included a re-enactment of the Reading of the Riot Act which was read on miners at Lambing Flat (Young) in 1861. The event was considered to be a success receiving approximately 2500 visitors and is now part of the annual events calendar for Young.

Young Shire Council has also continued with the Heritage Signage project in the CBD of Young. Interpretive Heritage Signs have been placed at strategic locations and help to bring to life the rich history of the town. Thirty signs are now in place with the project due for completion by the 2006/07 financial year. This will include the production of a Heritage Trail brochure that will act as a historical guide to the town.



Young Visitor Information Centre



Heritage Signage

Cherry Festival Co-Ordination

Young Visitor Information Centre has again been instrumental in the co-ordination of the 56th National Cherry Festival. Staff at the centre played an integral role in the day to day management of the event including the co-ordination of resources and funding. The event was a collaborative effort between the National Cherry Festival Committee and Young Visitor Information Centre.



Carrington Park - BBQ's

RECREATION - PARKS AND GARDENS

Young Shire has within the urban and rural areas a total of 34 parks, 3 gardens and 9 reserves that cater to a wide variety of community activities and expectations. From the landscaped roundabouts to the old world beauty of Carrington Park and a hint of the orient in the Chinese Gardens, to the numerous Parks, Gardens and Open Spaces Young Shire can be proud of its rich collection of Parks and Gardens.

The financial year was again in the grip of an unyielding drought, with Weather forecasters warning that Australia's 'Big Dry' could get even worse.

Drastic reduction in the rainfall during the 2005-2006 seasons, coupled by increasing temperatures resulted in Council paying high irrigation and electricity costs to maintain parks, gardens and ovals.

Young Shire Council recognises the importance of providing quality parks and open space facilities to enhance the community's lifestyle through the annual funding of park improvements and public landscaping projects. Park, landscaping and infrastructure projects completed or postponed due to drought or financial limitations during the 2005/2006 financial year included the following:

Restoration of Burrangong Creek and its tributaries

- Restoration of the creek system is a collaborative effort by Young Community Landcare and Envirofund, Young Lion's Club, Lachlan Management Authority and Young Shire Council to restore a more natural setting to this area, promote stream health, improve water quality, enhance riparian habitats, and expand opportunities for public recreation and interaction with this valuable resource.

Construct Chinese Bridge linking Chinaman's Dam Recreation Reserve to Lambing Flat Chinese Tribute Gardens

- Geotechnical fieldwork was undertaken in December 2005 and January 2006 involving drilling, logging and sampling of two boreholes to a *depth of 12 metres* to assess in-situ sub-surface conditions.
- Construction of a Chinese bridge will proceed based on geotechnical information obtained from the drill sites.

Upgrade tree island gardens - Main Street south

- Drought conditions have delayed upgrading.

UPGRADE SHELTER AND BBQ - TRESILIAN PARK

Work on upgrading the park's BBQ and shelter is on hold as Tresilian Park has been suggested as a possible site for a skate park. Work on evaluating potential skate park sites is ongoing.

Council supported Planet Ark's National Tree Day

- Natural habitat management work (cumbungi, weed control & fire management) continues on Council and Crown reserves.

Street Trees

Arboricultural maintenance including tree pruning, line and property clearance, hazard reduction work and tree removal.

Professional arboricultural assessment and advice on Council owned trees with regard to risk management, tree health and tree protection matters.

Project include

- Assist Country Energy to maintain power line clearance.
- Undertake the removal of inappropriate, poorly structured or diseased street trees.
- The planting of street trees under the Adopt-a-Street Tree program.

Heritage Signs

- Installation of the final six heritage signs in 2006 will complete this stage of the project. The project has seen a substantial positive effect with visitors to the town affirming Council's decision to display the town's colourful history. Production in 2007/2008 of a Heritage Walk brochure highlighting Young's turn of the century architecture will end the heritage project.

Upgrade "Welcome to Young" signs

Signs are ready for installation pending RTA approval.

RECREATION - SPORTING OVALS AND RESERVES

Facilities are provided catering for eleven different sports. Every effort is made to ensure that the playing surface and amenities are well prepared. However, there are limits imposed by financial and physical resources.

Young Sports Stadium

- The second stage of the Sports Stadium at Hall Bros Oval is scheduled for completion by the end of 2006, the development is expected to cost \$1.5m and will consist of multi purpose halls, office

accommodation, amenities and meeting rooms. Police and Community Youth Club NSW Ltd contributed financially towards construction of the building and will undertake day to day management of the facility.

Netball Courts

- Construction of the Netball Courts with funding from Young Netball Association, Young Shire Council and New South Wales Department of Sport & Recreation will commence following completion of the Sports Stadium.

Young Tennis Courts

- Upgrade court lighting stage 2, in conjunction with Young Tennis Club.
- Construct disable access ramp to tennis clubhouse.

GUS SMITH OVAL

- Constructed retaining wall and paved amenities undercover area.

Relocation of turf cricket wickets on Gus Smith Oval & establish turf cricket wicket on Cullen Oval

- This project has been shelved indefinitely due to the high cost of relocating and re-establishing the turf cricket pitches.

CRANFIELD OVAL

Replaced 2 synthetic practice cricket pitches, cost sharing project involving Young Rotary and Young Shire Council.

PERFORMANCE OF PROGRAMME AREAS AGAINST MANAGEMENT PLAN

In Young Shire Council's 2005/2006 Management Plan, the following program areas were identified, with established objectives, intended actions, time frames and targets. This sections serves to identify the outcomes of the various actions.

PROGRAMME AREA:

LEISURE and RECREATION

Objective: To maintain and improve existing recreation and leisure facilities to appropriate standards and expand facilities to cater for the future needs of the community.

Issues:

- Maintenance and enhancement of active and passive recreation areas.
- To maintain and enhance safe playground equipment in Council's parks.
- Provision of support to the Community Sports Council and individual sporting bodies.
- Consideration of risk management.

Actions:

Major Function:

Services

Leisure and Recreation

Parks and Gardens

Function Objective:

The preservation of Council's infrastructure and minimisation of liability whilst providing quality open space, passive recreation areas and public gardens that meets the needs and expectations of the community in a cost effective and efficient manner.

ACTIVITY	ACTION	PERFORMANCE	STATUS
Management Services	<p>Provide management services and technical advice to efficiently and effectively manage Council's infrastructure</p> <p>Provision of assistance from Corporate Services for financial and accounting needs</p>	<p>Systems and operating procedures documented</p> <p>Staff trained in new techniques</p> <p>Reporting system, time taken to respond to incidents</p> <p>Completion of annual maintenance and capital works program</p> <p>Sufficient funds available for maintenance and capital works</p>	<p>On-going</p> <p>On-going</p> <p>Achieved and On-going</p> <p>Achieved</p> <p>On-going</p>
Parks and Gardens Footpath and roadside maintenance	<p>Maintenance of Council's parks, gardens and recreation facilities to ensure they are attractive and inviting to users.</p> <p>Undertake mowing of Council's footpaths and town roadside approaches</p>	<p>Weekly maintenance of urban parks.</p> <p>Fortnightly maintenance of neighbourhood parks</p> <p>Fortnightly maintenance of village parks</p> <p>Weekly mowing of footpaths</p> <p>Mowing of roadside approaches during Spring growth</p>	<p>Achieved and on-going</p> <p>Fortnightly and on-going</p> <p>Fortnightly and on-going</p> <p>Achieved and On-going undertaken on as needs basis</p>
Recreation Reserves	Maintenance of active and passive recreation reserves	Maintenance on reserves undertaken on as needs basis.	Inspect and maintain when required. On-going
Tree maintenance	Maintenance and care of trees	<p>General condition of tree</p> <p>Comply with Council's pruning program</p> <p>Power line clearance when requested by Country Energy</p>	<p>Inspect trees remove, prune or replace as require.</p> <p>On-going</p>

<p>Tree planting</p>	<p>Planting of trees for aesthetics and shade purposes</p> <p>Revegetation and regeneration of public recreation reserve</p> <p>Implement programmed revegetation and regeneration of Burrangong Creek (stage 2, Campbell to Clarke Street)</p>	<p>Correct species for location</p> <p>Increase the vegetation cover by planting a minimum of 300 indigenous trees and shrubs</p> <p>Remove exotic vegetation and revegetation with native vegetation</p>	<p>On-going</p> <p>Achieved and on-going</p> <p>On-going</p>
<p>Risk Management</p>	<p>Undertake inspection of all playgrounds and soft fall areas and park furniture as per Councils risk management.</p>	<p>Maintenance completed within nominated time of risk assessment rating.</p>	<p>Monitored and on-going</p>
<p>Asset Management</p>	<p>Recording of details of the infrastructure and components</p>	<p>Maintenance improvements documented at completion of works as required</p>	<p>On-going</p>

ANNUAL OPERATING PLAN

Major Function:

Services

Leisure and Recreation

Sporting Facilities

Function Objective:

The preservation of Council's infrastructure and minimisation of liability whilst providing quality active recreation area that meets the needs and expectations of the wide range within the community in a cost effective and efficient manner.

ACTIVITY	ACTION	PERFORMANCE	STATUS
Management Services	<p>Provide management services and technical advice to efficiently and effectively manage Council's infrastructure</p> <p>Provision of assistance from Corporate Services for financial and accounting needs</p>	<p>Systems and operating procedures documented</p> <p>Staff trained in new techniques</p> <p>Reporting system, time taken to respond to incidents</p> <p>Completion of annual maintenance and capital works program</p> <p>Sufficient funds available for maintenance and capital works</p>	<p>On-going</p> <p>Achieved and on-going</p> <p>Monitoring On-going</p> <p>Achieved</p> <p>On-going</p>
Sporting Facilities Sports ground	<p>Undertake maintenance as required for mowing of turf playing surface</p> <p>Marking of sporting fields to accommodate the various activities</p> <p>Maintenance of buildings</p>	<p>General condition of nominated areas</p> <p>Number of complaints received</p> <p>Time taken to prepare grounds for sporting activities</p> <p>Markings required for sporting activities completed prior to events being staged</p> <p>Buildings maintained in a clean and orderly condition.</p>	<p>Achieved & on-going</p> <p>Monitored on a weekly basis</p> <p>Monitored</p> <p>Achieved and on-going</p> <p>Achieved and on-going</p>
Risk Management	<p>Undertake inspection of all sporting ovals and amenities as per Council's risk management</p> <p>Priority of repairs as per assessment of risk.</p>	<p>Maintenance completed within nominated time of risk assessment rating.</p>	<p>Improvement needed, on-going</p>
Asset Management	<p>Recording of details of the infrastructure and components</p>	<p>Maintenance improvements documented at completion of works as required</p>	<p>On-going</p>

PLANNING & ENVIRONMENT GROUP

This Group's role is to ensure that Young Shire's environment, both natural and built, is adequately protected and enhanced by appropriate policies, procedures and where necessary, regulation and control. This focuses on the key areas of:

- Animal Control
- Building Control
- Environmental issues
- Health Services
- Maintenance of Council property
- Pollution control
- Recycling
- Refuse collection and disposal
- Regulatory functions
- Statutory Planning
- Strategic Planning

Some of the general aims of this Group, and Council as a whole, are:

- To protect and enhance the environment through appropriate monitoring and reporting mechanisms;
- To provide services capable of meeting the community's needs in relation to health, and quality of residents' lifestyle by implementing the various Acts, Ordinances and Policies of Council;
- To assist in all facets of Development Control in order that both clients and residents achieve well controlled and fitting development within the Shire;
- To maintain and improve existing recreation and leisure facilities to appropriate standards of Council, and expand facilities to cater for the future needs of the community.

REGULATORY FUNCTIONS

ANNUAL DOG REGISTRATIONS

For the year 2005/06 Council had 94 new Companion Animals registered on the Lifetime Register administered by the Department of Local Government as a state wide system. This is consistently close to last year's amount, being 104 for 2004/05.

The new procedural changes that were introduced in the 2004/05 have been working extremely well. This related to the method of pound release, which aimed at reducing the number of unregistered and non micro-chipped animals, and was successful as seen by the above figures. This requires all impounded animals to be micro-chipped and registered prior to their release. The cost of this is added to the release and sustenance fees and must be paid prior to any release. Also, a bookings system has been introduced for all pound animal viewing. This requires the pet owner(s) to phone Council's Ranger and make a booking time that is mutually convenient. This allows the members of the public to be escorted to the pound rather than entering the Depot unsupervised. This was introduced as a means of reducing any breach of OH&S regulations when the Depot is visited.

One hundred and eighty four (184) dogs were impounded during the twelve (12) month period, as opposed to 173 in 2004/05. Forty-nine (49) of these were released, while one hundred and ten (110) were destroyed. A total of fourteen (14) Infringement Notices were issued for non-compliance with the Companion Animals Act.

LITTER

Council's Ranger carries out regular litter patrols, and can impose fines ranging from \$60 to \$750 for offences committed. Six separate littering offences were dealt with by means of Infringement Notices and, on a number of other occasions, the identity of the person littering was suspected and an opportunity for them to resolve the matter was extended.

This particular type of offence has declined in the past few years and can partly be accredited to a joint venture "Clean-Up" of problem dumping sites. This venture was put forward by the Ranger and was subsequently carried out by the Engineering Department with the co-operation of the Group Leader (Operations) and his general services crew.

Residents have also been constantly reminded that household rubbish is not to be deposited in litter-bins in the streets and Parks around town. General education techniques through the resident/ratepayer booklet and use of the Council Column in the Friday newspaper have been effective in assisting these campaigns.

PARKING PATROLS

In March Council commenced a Ranger Exchange Program with Temora Shire Council. This involves the two respective Rangers from each Shire to carry out parking patrols for a full day every month in the exchange town.

Parking patrols were undertaken on a regular basis, with at least one (1) full day per fortnight, or two (2) half days allocated to the task. As Council is building toward an educated public and local community, the majority of actions in past years with regards to Parking Patrols resulted in cautions. The time for cautions has ended and Council is now issuing actual infringement notices rather than cautions in order that non-conforming parking is attempted to be controlled more effectively.

As the Town of Young grows, parking becomes a premium issue and needs constant attention to enable opportunity for all when using the CBD. Council's aim is from the viewpoint of turning over availability of spaces in order that more users of the CBD get more chances at parking. From this standpoint, success is being achieved against the targets and goals of parking patrols.

Council's Engineering Department is ensuring all parking signage is appropriate and all correct warrants are in place. Council will be adopting a slightly harder line through the issuance of actual infringement notices in the future for these offences.

Fines ranging from \$77 to \$384 may be issued for illegal parking. Persons using our main street areas are also being constantly reminded to observe the parking signs when parking their vehicle. Council is also looking to do some further education work with the Council newspaper column about parking areas and ready identification of same, by motorists. This will be a joint Operations and Planning & Environment Groups initiative.

A total of 29 notices were actually issued in the CBD area alone. These were for *Parking Continuously for Longer than Permitted*, and carried a fine of \$77 per offence. This particular offence is the most commonly committed and is therefore an area in which Council's Parking Officer devotes regular attention.

drumMUSTER

Young Shire Council carries out on going collections and disposal of eligible chemical drums. Inspections are by appointment only. All drums eligible for the program must have been triple rinsed. Council can only accept drums if they are clean both inside and out. Council's appointment at any time system appears to be effective and better utilised than the one day per year system that other Shires offer. A total of 5297 drums were collected during 2005-06.

The Annual collection figures for 2005/2006 are summarised below in the Waste Management Section.

Further details of the drumMUSTER initiative are available via the internet at <http://www.drummuster.com.au> or contact Council's Ranger on 6382 1466.

PRIVATE SWIMMING POOLS

The registration and compliance checking of private swimming pools has been on-going during the year, with regular inspections being carried out. Major defaults continue to be the operation of the pool gate, and their inability to self-close and self-latch.

Residents are reminded of their obligations under the Swimming Pool Act to ensure their pool is enclosed with an approved fence; a self-closing outward opening gate and an approved resuscitation sign must be visible.

Council officers continue to carry out random inspections to ensure compliance. These inspections are usually undertaken when any other opportunity to visit a property with a swimming pool is requested.

ENVIRONMENTAL MATTERS

Water analysis of the shires reticulated drinking water; Council has started monitoring free residual Chlorine and fluoride.

The monitoring of the water table depth via the 29 piezometers has continued to show continual decline in ground water depth.

Council's re-furbishment of Burrangong Creek highlighted the need to ensure that pollution of stormwater with tradewaste needed attention. A survey of industry located in close proximity to the Creek was conducted. The potential to pollute was established at each of the thirty-three (33) businesses.

Each of the owner/operators of the subject premises has been issued with an information kit to assist with an understanding of their legal responsibilities.

Council's tree preservation order has been implemented on several occasions whilst dealing with tree lopping/removal incidents.

HEALTH SERVICES

Retail food shop regulations has entailed some pre-purchase inspections of premises relating to suitability for the preparation and sale of food.

Similarly pre-inspections of premises suitability for use of premises for hairdressing, beauty parlours, skin penetration practices has been undertaken for community assistance.

All complaints including noise, and air pollution, public health nuisance such as keeping of animals, waste dumping have all been resolved by mediation.

Routine food inspections has been for the most part complaint driven for the reporting period due to major changes in legislation and also the administration of Food Safety in NSW. This coupled with staffing shortages and work complications in the Building arm of the Department has seen a reduced number of inspections. It is anticipated that the regulatory partnership between Council's and Food Safety NSW will be ironed out in the next 12 months and proper service levels can then be maintained.

REFUSE COLLECTION AND DISPOSAL

YOUNG SHIRE LANDFILLS

- **Victoria Street Inert Landfill**

The transfer station commissioned in July 2004, processing up to 100 Tonnes of waste per week has seen a recent trending toward a decline in volumes as a result of a new improved kerbside recycling service which was introduced lately subsequently an increase in re-cycling material is evident.

The Transfer Station receives putrescible and processable waste where it is compacted into road transport trailers and moved under an integrated transport system to the Regional facility. This facility is owned by Ecofil Pty Ltd in direct partnership with the co-operative efforts of the region's 8 Council's and known as the South West Slopes Region Waste Management Group (SWRWMG).

The transfer station has been operational and transferring to the regional site since the commencement of the 2004/2005 financial year. Volumes per month transported over the prior two (2) years are as follows:

	2004/2005	2005/2006	2006/2007
July	254.28	338.94	356.86
Aug	285.04	380.46	383.28
Sept	340.98	371.18	
Oct	363.68	354.08	
Nov	392.36	411.32	
Dec	414.56	404.76	
Jan	355.36	404.5	
Feb	329.98	336.92	
Mar	380.88	396.08	
April	312.08	319.8	
May	342.32	392.9	
June	323.28	351.8	
TOTALS	4,094.8	4,462.74	n/a yet

Although only two years worth of data is recorded, last year did see an increase in garbage volumes. This can be directly attributed to the recent expansion of Young from a population and also construction perspective, ultimately leading to higher garbage outputs. Corresponding increases in recycled volumes will also be noticed.

- **Redhill Road Inert Landfill**

As part of the ongoing disposal of inert waste at Redhill Road Landfill, variation to the Landfill Environmental Management L.E.M.P has been necessary as space has been used up over the passed twelve months, thereby completing the cycle of the prior filling plan.

Ground water monitoring continues to show that no pollutants are escaping from either landfill. These groundwater results are being captured in line with Landfill Licensing by the Environment Protection Authority and are also used to monitor any trend changes in the Chemical analysis of these groundwaters. Continued drought conditions also have an effect on the downward trend and it is only when 'normal' annual rain years return will true indicative figures and trends be identifiable, over time.

- **Village Landfills**

Council's rural landfill position continues with the operation of five landfills and two transfer stations.

Transfer stations at Monteagle and Murringo have been expanded in response to co-operation between the Village Community Associations and the Planning & Environment Group, in planning and catering for each Village's needs. This co-operation has seen an increased vigilance and tidiness effort at each of the transfer station facilities and this has been a rewarding exercise for both parties.

Waste volumes at the various landfills were as reported to the EPA and are listed below:

•	Bribbaree	334	cubic metres
•	Bendick Murrell	560	" "
•	Milvale	234	" "
•	Tubbul	300	" "
•	Koorawatha	761	" "

Monteagle and Murringo waste is collected and transferred weekly to the Victoria Street Transfer Station. This waste is thereby reported in the volumes of the Victoria Street discharge to the Regional Ecofil Landfill under the South West Slopes Region Waste Management Group.

WASTE MANAGEMENT SERVICES

RECYCLING

Council continues to work with its contractor Mimosa Recycling in developing the recycling service.

This year a 240 litre M.G Bin has been introduced together with an automated collection vehicle which is used to provide an enhanced kerbside recycling service.

Already, in a few short months the tonnage of recyclable material has picked up by approx 18 to 30%.

The volumes of materials recycled over the past 5 years can be compared by referring to the following table.

These are as follows:

Material Recycled	Tonnes 01/02	Tonnes 02/03	Tonnes 03/04	Tonnes 04/05	Tonnes 05/06
All Paper & cardboard	1105.8	1321.4	1415.4	1200	1141
White Glass	153	210.6	184.4	60	96
Green Glass	43.6	40	56.5	33	32
Brown Glass	159	216.1	192	80	112
PET Plastic	33.9	28.3	32.9	21	112
HDPE Plastic (clear)	15.95	43.95	37.5	13	64
HDPE Plastic (coloured)	2.95	11.2	26.7	15	9
Aluminium (cans etc)	4.34	16.93	4	7	68
Steel (cans etc)	6.25	11.5	12.3	8	76
Bulk Scrap & Black Iron	278	277	394	379	994
Green waste (wood chipped)				1037	661
TOTALS	1802.79	2176.98	2355.7	2853	3365

Council will continue to advance the cause of recycling within this Shire. This will be done through education and awareness campaigns.

drumMUSTER

The drumMUSTER programme has continued in operation with 5297 drums recycled during 2005/06, a significant reduction of waste to landfill. This number is down on the previous year (8216 in 2004-05) however, this still represents a steady stream of containers making their way into the system. The drumMUSTER program has been advertised extensively through local media and Council's Drum Inspector has been corresponding through the local Rural Merchandise stores and other farming/orchard businesses.

Council continues to be a leader in the Region and also Nationally with its method of collection of containers. Council's all year round appointment based system was even given a high commendation in writing from the National drumMUSTER Field Officer. The National average for drum returns in regional shires is 29% however Young Shire Council runs at an above average return of 32.5%.

The breakdown of containers processed were;

Small Steel	-	96
20 Litre Steel	-	1571
Small Plastic	-	1117
20 Litre Plastic	-	2513
TOTALS		5297 Drums

TOWN PLANNING AND BUILDING

STATUTORY PLANNING

Developments ~

Council received 289 development applications during this past financial year, with an estimated value of over \$ 17 million.

One of the more significant applications processed by Council is the redevelopment of the former Mercy Care site in Campbell Street, which when completed will comprise a mixture of different types of accommodation from a Seniors Living Precinct to some budget type accommodation. It will also support a number of ancillary businesses and services including guest accommodation, a quality restaurant and green space areas. Elements of this Development Application are under re-design and variation presently.

Council has also been actively involved in a number of Development Applications including a strong residential flavour through the year. Also there has been the actual construction of McDonalds and Subway and a strong amount of applications from the business (commercial and industrial) sectors for change of use, alteration and upgrade.

An existing business with a new focus and direction carried out a multi-million dollar site upgrade and processing plant. Hydrodec treats waste oils in a renewal process and is earning acclaim nationally and internationally for their work. This upgrade was both a local approval and also another Major Projects Ministerial Consent.



HYDRODEC - Oil Treatment Facility

Subdivisions

Residential subdivisions have fallen from last financial year to 31 new allotments created. However, over the same period 116 rural and rural residential allotments have been created, demonstrating the changing community attitude to rural living.

Business Areas

Furthermore, growth in the commercial area continued to be strong, and although there were slightly less applications received, the commercial and industrial development applications that were received had an approximate value of \$13 million. The commercial sector is demonstrating confidence in Young with several businesses refurbishing including BP and KFC. Additionally, the reconstruction of the abattoirs following a fire which destroyed part of the works, the additional units at Young Retirement Village and the redevelopment of the old Mercy Care Site is further demonstration of the confidence of developers in the continued growth of Young.

Statistical Breakup

The following two (2) tables, represent the number and value of development applications received, compared to previous years

Number of applications

	2005/2006	2004/2005	2003/2004	2002/2003	2001/2002	2000/2001
New houses	42	82	121	72	77	44
Adds/Alts to houses	49	24	44	31	30	24

Residential outbuildings	45	74	48	81	54	47
Rural outbuildings	21	43	42	34	22	17
Commercial/Industrial	68	49	57	75	55	51
Swimming pools	26	29	23	18	14	11
Flats/Units	3 (7 units)	13 (39 units)	18 (55 units)	12 (49 units)	4 (9 units)	-
Public Buildings	4	3	1	8	3	1
Subdivisions	31	53	62	47	27	20
Total no. applications	289	413	444	378	286	215

Value of Applications

	2005/2006	2004/2005	2003/2004	2002/2003	2001/2002	2000/2001
New houses	\$ 7,584,315	\$ 15,495,309	\$ 19,724,053	\$ 9,444,017	\$ 9,594,700	\$ 5,154,143
Adds/Alts to houses	\$ 2,104,651	\$ 1,471,741	\$ 1,718,875	\$ 1,391,612	\$ 795,471	\$ 581,143
Residential outbuildings	\$ 360,261	\$ 598,009	\$ 357,887	\$ 474,677	\$ 281,471	\$ 301,840
Rural outbuildings	\$ 321,863	\$ 709,718	\$ 483,440	\$ 1,076,312	\$ 377,235	\$ 369,860
Commercial/Industrial	\$ 4,817,155	\$ 13,198,648	\$ 2,839,986	\$ 7,248,030	\$ 21,703,235	\$ 8,614,080
Swimming pools	\$ 699,368	\$ 531,863	\$ 355,450	\$ 543,598	\$ 204,500	\$ 200,900
Flats/Units	\$ 944,000	\$ 4,667,225	\$ 5,959,109	\$ 3,799,162	\$ 747,000	\$ 0
Public Buildings	\$ 532, 630	\$ 2,890,000	\$ 7,500	\$ 768,339	\$ 764,000	\$ 5,000
Total value of applications	\$ 17,364,243	\$39,562,513	\$31,446,300	\$24,745,747	\$34,467,612	\$15,226,966

BUILDING

Whilst there has been a plateau in the total Development Application figures for the reported year, back to numbers of 4 years ago however these are up by as much or more than 50% on figures from before 5 years ago, these figures are deceptive to actual building work in the Shire.

Council's three (3) Building Inspectors (1 primary Building Inspector, the Health Inspector on internal loan to building duties for at times 50% of his work, and the Group Leader inspecting and approving as required) being extremely busy carrying out compliance inspections on all development applications. Again, in excess of 1000 inspections were carried out this year, averaging $\frac{3}{4}$ hour each, including travelling and the inspection itself. Staff changeover and issues as well as a changing regulatory environment (BASIX etc) has meant processing times did extend for Development Applications, however recent changes within the Department have been made to address these issues.

The continued strength from prior years approvals still coming to fruition has resulted in continual high workload demands as well as a buoyant Building sector within Young and its surrounding areas.

The Planning & Environment Group has also been instrumental in developing an industry newsletter aimed at keeping ALL members in the building game (Plumbers, Carpenters, Builders, Concreters, and Design professionals) on a level playing field from a policy and legislative perspective. This document is known as the Planning & Environment Group Tool Box Notes and is anticipated to continue quarterly discussing issues such as changing laws, applicability's of standards and policy, interpretations and things seen across the industry of note.

STRATEGIC PLANNING

In March 2006, the Standard Instrument (Local Environmental Plans) Order 2006 was gazetted paving the way for all Councils within New South Wales to prepare new Local Environmental Plans using a standard pro forma to give consistency to planning instruments throughout the State.

The Standard Instrument dictates which clauses Councils must include in their Local Environmental Plans and provides a standard set of definitions for planning purposes that will be applied to local planning instruments Statewide. Each Council was given a timeframe for the implementation of their new Local Environmental Plans in accordance with the Standard Instrument Order; Young Shire Council was given a three (3) year timeframe.

Young Shire Council submitted a project plan to the Department of Planning outlining the process that will be carried out as well as the time and resources required in order to implement the new Local Environmental Plan. The project plan identified a number of studies that are required to be undertaken to provide information on some of the current planning issues facing Young Shire. The results of the identified studies will be used to inform and develop a development and settlement strategy to guide development within Young Shire over the next 20 years.

Young Shire Council has joined with Harden Shire Council to undertake a joint rural lands study. This study will provide information on the rural and agricultural activities of both Shires and inform the future land use pattern of the rural areas. Both Councils are keen to provide scientific and economic justification for opportunities for a variety of rural lot sizes to cater for the wide range of rural and agricultural activities that support both Shires. The consultant brief has been drafted and it is anticipated that the study will commence in the latter part of 2006.

One of the studies to be carried out as part of the Local Environmental Plan is a Community Based Heritage Study. Council received funding from the NSW Heritage Office to undertake this Study. This study involves community members nominating and investigating items of heritage significance with the assistance of a historian and a heritage committee coordinator. This study will commence in the first part of the next financial year.

Upon completion of the studies identified in the project plan, Council will place on public exhibition a draft development and settlement strategy. Community members, interest groups and stakeholders are encouraged to attend information sessions to be held regarding the strategy and to make comment as the strategy will be the document that will guide development in the Young Shire for the next 20 years.

PROPERTY TRANSFERS ~ Zoning Certificate Requests

A total of 491 applications were received for section 149 zoning certificates, a marginal increase the previous year, and significantly higher than the last five (5) years. There were approximately 405 property transfers (both rural and urban) in the Shire over the same period, and whilst this is reduction from last year, it still represents a strong indicator of property sales and strength in the residential and commercial property markets within the Town and Shire.

This shows that continued strength within the property market is a feature of the Young economy, and reflects a growing confidence in Regional Rural NSW, and Young in particular.

SUBDIVISION

Council processed thirty (30) applications for subdivision during this financial year, which is a little over half that of the previous years, which was a boom time for subdivisions. This reduction in the number of subdivisions reflects the large number of residential lots still on the market from the previous year's subdivisions.

The most significant of this years subdivision applications was the "Belowra Park" subdivision at Murringo (see photo below), creating 46 rural-residential lifestyle lots. Well over half of these lots were taken up even before the plan was registered, with significant interest from the Sydney area.



Land immediately adjacent Murringo Village
Belowra Park Subdivision

GOALS, TARGETS & OUTCOMES

MAJOR PROPOSED CHANGES/ACTIVITIES ~

As stated in the 2005/2006 Management Plan

- **Constant and continual review of Council's current waste management practices;**

Waste management in Village Landfills were quarterly reviewed, Koorawatha had new trench dug, Murringo and Monteagle had transfer station revisions, fencing and expansion of recycling and bin numbers.
Victoria Street Transfer Station and Regional Waste endeavour monitored and meetings attended.
Redhill Road reviewed as to filling plan and time spent with Environment Protection Authority to amend LEMP.
- **Call for tenders and let a contract for the Sports Stadium Stage 2 ;**

Stadium Contract St 2 had tenders called, close work with Architect has resulted in re-design and ultimately 6 tenders received. Contract let to AMFM Constructions of Sydney and work commenced shortly into next reporting period.
- **continue to develop a "team approach" between Council Staff and Building tradesmen, developers, and designers to ensure the client/public satisfaction when involved with Council. This is especially important due to recent new personnel in the Department and impending legislative and policy change;**

Tool Box Notes developed (see earlier) and a greater team awareness internal of department and with building trade and design people.
- **Continue to build a higher awareness to Public Health issues in the community (Food Premises and Septic Tanks). Commence the Septic Tank audit and review for the Shire as well as to formulate DCP No. 6 for Septic systems (deferred in previous years due to workload);**

Policy for On Site Wastewater Disposal drafted, put before several Committees and on exhibition before ultimate adoption. Food Safety on an as needs basis due to other Departmental pressures as well as NSW Food Safe foreshadowed partnership changes with Local Government.
- **establishment of a comprehensive and up to date data base for all Council property (asset inventory for buildings);**

Deferred due to workload, however initial discussions held by Executive Staff to address issues related to Auditor comments;
- **review of Council's development control policies, section 94 (EPAA) and Section 64 (LGWSDR) contribution plans;**

Ongoing review as part of the Strategic Planning and LEP review. All Policies were reviewed and amended as appropriate to the sitting Council, in line with the Local Government Act, 1993.
- **review and formulate existing and proposed Urban LEP to facilitate Young's current boom and future expansion needs as well as commence the Rural Lands review.**

Ongoing review as part of the Strategic Planning and LEP review.
- **Establish and commence using a Fire Services/Essential Services database for all Class 2 to 9 buildings that have these requirements under the Building Code of Australia (deferred in previous years due to workload).**

Change in Building Staff has resulted in this project being deferred.
- **Ensure that Development Applications from previously busy times are followed through to ensure satisfactory compliance and completion;**

Staff and BASIX pressures resulted in target turnaround times for DA not being fulfilled. Procedures and staff issues reviewed and change made to address this concern. Separately reported to Department of Planning, as required to of all Councils.

SERVICE AREA FUNCTIONS

1. Service Area: Animal Control

To provide an efficient and effective service in terms of the control and management of animals within the Shire -

- Council throughout the year has continued to carry out random patrols, and has responded to numerous complaints about barking dogs and roaming dogs;
- The number of animals impounded has remained relatively static from the previous year, and the number of infringement notices has also declined, demonstrating that Council's public education campaigns relating to peoples responsibilities with respect to animals, is being successful.

2. Service Area: Building Control

Ensure that all building work carried out in the Shire is to an appropriate level of workmanship -

- Council continues to educate the community, issuing regular newsletters to builders and developers throughout the year now formulated into a specific quarterly document called the Tool Box Notes;
- Council this year prepared, exhibited, workshopped in Council Committees, and adopted a Policy for Septic Tanks and Disposal Fields. This document contains minimum plain english requirements as a guide for the planning and construction of better on-site sewage systems. This document culminates major work engaged by Council of soil and drainage scientists and references appropriate Australian Standards and Environment Protection Authority Policy, but adapts it to simple easy for client and tradesperson interpretation;
- The number and type of inspections required during construction was more stringently regulated by the State Government this year, and Council has embraced these changes, and continue to demand a high level of workmanship;
- Approximately 1000 compliance inspections were carried out by Staff during the year, in all manner of construction stages.

3. Service Area: Development Control (Statutory Planning)

To ensure that all development is carried out in a manner that is in compliance with all statutory and policy requirements, and to coordinate the orderly and acceptable use and development of land for the enhancement of the built and natural environment.

- Council has processed 289 applications during this period with respect to relevant legislation, and whilst the number of applications assessed has fallen slightly, Staff have not met target average turnaround times in this period. This has been explained above however is directly related to Staff issues, movements and the increased diligence brought on by BASIX;
- Staff have continued to pursue a number of illegal developments which have commenced without Council consent, along with Development Consent general compliance matters, and continue to pressure as well as educate developers to completely finish outstanding works associated with developments.
- Facilitation of good design, BASIX compliance upgrade of plans and record keeping by Builders and Development pre-lodgement negotiations is a large time consuming facet of departmental life that is also unattainable in a statistics quantified way;

4. Service Area: Environmental Issues

To put in place measures to ensure a healthy and sustainable environment for today and the future for all residents of and visitors to the Shire, and to protect and encourage all native flora and fauna.

- Staff have monitored the 29 piezometers located in and around Young on a monthly basis;
- The Environmental Initiatives Committee meets on a monthly basis to discuss any environmental matter, and formulates and takes action on numerous issues.

5. Service Area: Food Shop Regulations

To ensure that the relevant standards are met, for the benefit of the general public in terms of health and well being.

- A new Australian Standard for the construction and fit-out of food premises was issued, and Staff familiarised themselves with the standard and have been applying it to new food premises constructed;
- Staff have carried out routine and as-required inspections of food shops, focusing on the condition of the premises, storage of food and food handling techniques;
- Council purchased and on-sold a large number of food thermometers, to assist local food shop operators, who were having difficulty in obtaining the appropriate equipment.

6. Service Area: Health Services Regulation

To ensure that the relevant standards are met, for the benefit of the general public in terms of health and well being.

- Staff have carried out inspections of regulated premises (beauticians, hair dressers, etc), to ensure compliance with the relevant standards.

7. Service Area: Law Enforcement

To ensure that the relevant regulations are enforced for the mutual benefit of the whole community, and for the help and safety of residents and visitors alike.

- Staff have continued to endeavour to dedicate a minimum of one (1) full day per fortnight towards parking patrols in the CBD, and as a result have issued 29 infringement notices for vehicles parking too long;
- Approximately 35 compliance inspections of swimming pools were carried out, aimed at ensuring that all swimming pools meet the minimum standards in terms of safety;
- Six (6) penalty notices were issued for littering offences.

8. Service Area: Maintenance of Council property

To ensure that all buildings are maintained to an acceptable standard, and to ensure that there are mechanisms in place to achieve this.

- Preparation of a database detailing the location and condition of all public buildings, has not been completed;
- public buildings are inspected on an as-needed basis, rather than on a regular basis, as preferred. Staff need to establish an inspection regime to ensure that the assets are adequately maintained;
- maintenance is carried out on public buildings based on a priority scheme, and dependent on funding.

9. Service Area: Recycling

To encourage and facilitate recycling within the Shire.

- Council has prepared for and launched the new mobile garbage bin system for kerbside recycling on the first day after this reporting period;
- advertising relating to what can and can't be recycled has been carried out in the local newspaper to increase public awareness.

10. Service Area: Strategic Planning

To provide a comprehensive, informative and flexible framework of policies and controls to guide the public and developers alike, and to establish a future direction for the Shire, which is acceptable to the public as a whole.

- Strategic Planner maintaining good progress despite NSW Planning delays on advice, poor funding and Template complications;
- Council Staff and H Division has made several submissions on the proposed State Government LEP template, suggesting ways to make the document more flexible and user-friendly;
- Briefs for Odour Project, Rural Lands Study (with Harden Shire), Commercial Lands, and Heritage either scoped, tendered or let;
- Young Shire Settlement Strategy and Local Environmental Study work continued in background to the project briefs.

11. Service Area: Waste Management

To develop and maintain an efficient and effective integrated waste management service for the Shire, which meets the needs and the community and reflects the regional strategies in place.

- Status of transfer station - completed and operating successfully, only surrounds and hotmix to complete in turning areas. Landscaping of former landfill areas progressing per budgetary constraints.
- Amount of waste transferred to the Ecofil Facility for the year was 4,462 tonnes
- Compliance with EPA licence conditions has been successful for all Licensed and non Licensed facilities

PROGRAMME AREA: ENVIRONMENT

Objective: To protect, conserve and enhance the Environment.

Achieved By:

- Review and update Regional State of the Environment Report project specifically with regards to Young Shire area.
- State Government Waste Management Guidelines require waste management guidelines to be followed.
- Collection and recycling of domestic, park & public spaces and Council-owned business refuse to reduce the waste stream.
- Constantly strive to improve the management and operation of landfill waste disposal sites.
- Review of the operation and also the need for village landfill sites.
- Suitability of Local Environment Plans to present conditions.
- Regulatory control of local policies and State Government Acts, Regulations and Policies.

Actions:

Action Outcome

- Improve opportunities to increase collection and disposal of recyclable waste. ***Achieved – and on-going***
- Consult with other authorities to ensure a coordinated approach to waste management. ***Achieved – and on-going***
- On-going commitment along with surrounding Councils on regional waste disposal site and collective management. Review the Young Shire Council Waste Management Operations. ***Achieved (second years operation) and on-going***
- Compliance with conditions of licence for landfill sites, and review of rural waste disposal services ***Achieving and on-going***.
- Review the Young Shire Council Urban and Rural Local Environment Plans. ***Continuing but not completed***.
- Continue the monitoring of water quality in groundwater and strategic locations within the Shire. On-going – ***monitoring on a monthly basis***.

- Preparation of Upper Burrangong Creek Catchment Management Plan **completed**.
- Review Council's Section 94 Contribution Plan. **Continuing but not completed**.

PROGRAMME AREA: REGULATORY SERVICES

Objective: To provide services capable of meeting the Community's needs in relation to health and quality of lifestyle by implementing the various Acts, Ordinances and Policies of Council.

Issues:

- Need for adequate surveillance of all food premises in the Shire.
- Need to investigate and prevent nuisances.
- Need to monitor public water supply.
- To assist and advise the community, developers and trades persons in the understanding of their rights and responsibilities in relation to matters under regulatory control.
- Number of dogs not registered is not known.
- Education of the Community as to their responsibilities regarding animal control.
- Office accommodation.
- Maintenance of Council buildings and provision of essential public services.

Actions:

Action & Outcome

- Carry out routine inspection of food premises, hairdressers, beauty salons, skin penetration establishments and air handling systems in the Shire. **Inspections of all regulated premises on-going**
- Develop policy and procedures to address complaints and nuisances within the Shire. **On-going & review**
- Review procedures for the installation and maintenance of septic tank systems. **A draft DCP has been completed, and is now adopted and in force.**
- Review Council's procedures for registration, impounding, issuing infringement notices and follow-up procedures. **Commenced and on-going- responsive to new legislation**
- Ensure that all dogs that should be registered in the Shire are registered. **Renewal notices issued - campaign for awareness of all owners as to new legislation increased and ongoing**
- Undergo a publicity campaign to highlight the responsibilities of owners for stock and companion animals. **Commenced and on-going**
- Campaign to highlight the problems associated with littering and illegal dumping of waste refuse. **Commenced and on-going**
- Investigate funding alternatives to implement improvement of office accommodation facilities. **Alternative options for provision being identified and investigated.**
- Develop an operating & maintenance programme for all Council buildings. **Commenced and on-going**
- Provision of funding for maintenance of Council buildings. **Funded within budget constraints**

ACCESS AND EQUITY ACTIVITY SUMMARY

ACCESS AND EQUITY ACTIVITIES

Young Shire Council is committed to developing at least one social and community plan every (5) five years, to assist Council to evaluate the needs of it's Community and provide or advocate for appropriate and accessible services and facilities for the benefit of it's community. Council will then consider the recommendations of this social plan when formulating its annual management plan.

Council developed it's first social and community plan, known as the Young Shire Council Social and Community Plan, in 1999, and which examines the needs of residents and visitors to the local government area. This social plan includes demographic information about the population of the area, in addition to looking at the needs of people with disabilities, people from culturally and linguistically diverse backgrounds, Aboriginal and Torres Strait Islander people, children and young people, men and women.

The action plans specific to each of the identified target groups, and which are contained within the Social and Community Plan, are in essence the crux of the plan, and outlines what the goals are and how it is proposed to achieve them. This part of the document was reviewed and amended in 2002.

In about May 2002, the idea was first mooted to develop the increasing global trend towards the World Health Organisations Healthy Cities and Healthy Communities ideals. This was being successfully adapted to smaller rural areas quite well with recent examples of Temora and Yass developing into vital organisations.

With the primary aim of driving the Social and Community Plan, the Committee almost spawned itself comprising delegates of all facets of the community who have the general aim of "Health Related Activities" in the sphere of their work or voluntary activities.

The Committee formed, constituted itself, sought empowerment under section 355 of the Local Government Act, 1993 and set upon an ambitious review to revise the Social Plan to make it a plain English style document with achievable targets. These targets were revised and condensed and then an ambitious first year set of targets were set.

The document has since been considered by the public and also Council and is as we speak, a living part of Council's Management Plan. The Committee is meeting quarterly and endeavouring to bring their wide influence and wealth of collective knowledge and funding opportunities to bear on the issues raised.

In 2005, the document was re-done from first principles by the Committee. It was a ground up approach from the raw Census data. Every element of data was drawn through to meaning full conclusions by workshopping. Every conclusion was then tested by further workshopping to delegates from relative sections of the Health and wider community.

The resultant Social and Community Plan (2005) is still a work in progress and due to dates for the Plan's presentation, will act as a serious proto type for the release and re-work of the Plan again after the 2006 Census data is released. The Committee is still fleshing out issues so that it can get down to the serious work of facilitation, lobbying and driving the Health Equity issues it is intended to be supportive of.

An access and equity activity if defined as one which assists Council to:

- promote fairness in the distribution of resources, particularly for this most in need, recognise and promote people's rights and improve the accountability of decision makers,
- ensure that people have fairer access to the economic resources and services essential to meeting their basic needs and improving their quality of life,
- give people better opportunities for genuine participation and consultation about decisions affecting their lives.

Young, like most other NSW towns has experienced enormous social change as a direct result of a property boom, population increase and emergence of an ageing and Country Change (C Change) dynamic. Empirically we know that the current data sets are incomplete and intend to be pro-active to report on, and act on the identified change. Late 2006 will see the data sets, trending and information garnering to quickly respond to our changing community with information that is accurate and defensible.

Work has continued steadily on these issues and a range of others that present with regard to the wider Health area within the Shire area and under the focus of this Committee. Small milestones are being made along with a broader community awareness focus appearing. Projects such as Access Walks for informing Council of elderly and infirm needs, breastfeeding facilities, Crisis cards for the needy and other such projects have been completed. Supplementary work in assisting main stream Health disciplines is ongoing.

The real change comes with the new plan and the new data, however meaningful work and outcomes are being experienced in our present work. The process of being aware, knowing why circumstances exist, planning change and seeing it in to effect are the challenges ahead of this Committee and they continue to be strived toward.

OPERATIONS & UTILITY SERVICES GROUP

A. OPERATIONS

Operations' Staff are continuing to collect data on the road network to enable a review of Council's priorities for upgrading to be undertaken. This data is also used to determine application rates for bitumen and aggregate pavements as well as pavement designs in some instances.

The annual funding from Federal and State sources was received and utilised on maintenance and upgrading works on the Olympic Highway, the Regional Road Network and the local Urban and Rural Network. The Annual Audit of Council's Quality System yielded a good result after major changes required under the new contract.

The replacement of the timber bridge on the Koorawatha/Greenethorpe Road was deferred pending finalisation of the planning process by Cowra Shire. Since this was to be funded by Roads to Recovery Council has brought forward Schillers Road construction. Programmed work on the higher trafficked rural residential roads continued providing good quality sealed riding surfaces.

The construction of parking areas on Council land near the railway station and another one at the southern end of Clarke Street was undertaken. A trial reinstatement of the parking bays in lower Boorowa Street will be conducted to monitor whether drivers will maximise the number of spaces when they park.

A lack of water hindered gravel resheeting operations again this year, and those works that were undertaken were confined to roads in close proximity to available water supplies.

The following major works were undertaken during the course of the year:

1. **Olympic Highway - MR78**

Council undertook regular routine maintenance, in addition to Ordered Work encompassing heavy patching, resealing, and some guardrail work. Council resheeted the section north of Sarah Musgrave Bridge in hotmix, completing this section through to Boorowa Street following previous year's works. Overall the volume of Ordered Works formed less of the program than in previous years.

2. **Regional Roads**

The widening of the Henry Lawson Way (MR 239) continued using funds from the State Government's REPAIR Program, and now extends from Young to the Monteagle Stock Route West. There is one more year's funds in the current four year program, and it is hoped this State funding allocation will continue.

Rehabilitation of Milvale Road (MR241 West) from Stoney Creek back towards Young near Milly Milly Lane was also constructed this financial year. The complete section from Chillingworks Road to West of Memagong Road now has new surfacing that has been progressively been provided over the last few years with a combination of rehabilitation and reseals.

Following the proposed RTA Regional Road Review Panel's support of the proposal to reclassify Iandra Street to a Regional Road and Blackett Ave to a local road, confirmation is expected to be received later this year. Works would then proceed with the realignment of the intersection of Iandra Street and Blackett Avenue subject to funding.

3. **Urban Street Construction**

Construction works were completed in Old Barracks Lane and Edwards Street Lane. Reconstruction of road shoulders including kerb and gutter was completed in McLerie Street between Nasmyth Street and Whiteman Avenue and Nasmyth Street between Edwards Street and Stoneridge Street. Stabilisation of a section of Edwards Street north of Zouch Street was also undertaken and sealed.

4. **Rural Roadworks**

Council completed its annual gravel resheeting although difficulty sourcing water was encountered and hindered operations. Crushing operations were continued in several gravel pits with stockpiles for future works. Crushing operations were continued in several gravel pits to enable some of the rural resheeting to continue.

5. **Roads to Recovery**

Funds provided by the Federal Government through its Roads to Recovery Program enabled Council to undertake reconstruction of Thornell Road, Normans Road, Windermere Street and complete Pattersons Lane.

6. **Traffic Facilities**

The construction of centre medians at Yass and Berthong Street was undertaken using Federal Blackspot funds.

The implementation of the PAMPS program continued in various streets.

7. **Bridge Maintenance**

Routine maintenance continued on bridges on the road network. Box culvert units were placed to form a low level bridging structure to replace an old concrete causeway on Bribbaree Road.

8. **Ancillary Roadworks**

Kerb and gutter works were completed in Nasmyth Street, and McLerie Street. Concrete footpaths were constructed in Wombat Street, Lynch Street and Clarke Street.

The construction of a carpark on Council owned land in the railway precinct was completed.

B. UTILITY SERVICES

RESPONSIBILITIES

- Water supply network
- Sewerage collection and treatment system
- Stormwater drainage system
- Cemeteries
- Aerodrome
- Saleyards
- Rural Addressing
- Emergency Management
- Engineering Advice/Assessment for Development Applications including subdivisions.

Major Events 2005/06

1. **Water Supply**
 - Change to user pay tariff from 1 July 2005.
 - Review and updating of meter records.
 - Commencement of the Elizabeth Street water main replacement.
 - Prompt attention to water main and water service pipe repairs.
 - Completion of the Boundary Road extension.

2. **Sewerage Services**
 - Continuation of the sewer rehabilitation program (1, 586 metres of sewer main) in Zouch Street, Wombat Street, Currawong Street and Murringo Street.
 - Substantial compliance with EPA licence.
 - Prompt return to service after sewer blockages.
 - Two extra staff accredited as sewer treatment plant operators.
 - Sewer treatment plant with a high quality discharge option was chosen for the new plant.

3. **Drainage**
 - Completion of 84 metres of 1500mm-diameter stormwater drain in the railway reserve.
 - Piped the drainage in Blakett Avenue park.
 - Extended drains to the creek in association with the creek restoration work
 - Ongoing inspections and maintenance as required for the retarding basins.

4. **Cemeteries**
 - Construction of walking paths in the monumental cemetery.
 - Provision of new beams in the lawn cemetery.
 - All cemeteries maintained to a high standard.

5. **Aerodrome**
 - Facility maintained and operated to the requirements of CASA.
 - Upgrade of lighting system to meet current regulations.

6. **Saleyards**
 - Ongoing liaison with lessees.
 - General improvements/maintenance as required by the lease.

7. **Rural Addressing**
 - New numbers supplied and erected as required.

- System extended to Koorawatha.
- Updating of Council data records as more data becomes available.

8. Emergency Management

- Council chairs the local committee and provides the executive support.
- Quarterly meetings organised and well attended.
- Various documents being reviewed and updated.
- Liaison with other agencies to combat incidents (storm/fires).

9. Engineering Advice

- Provided prompt professional advice for development applications and the public.
- Ongoing review of the standard conditions.
- Assistance to developers and contractors in meeting the conditions.

Performance of some program areas compared with the 2005/06 Management Plan.

ACTION	OUTCOME
Construction of piped drains:	<ul style="list-style-type: none"> - Railway drain (Stage 1) completed - Blackett Avenue Park completed
<i>Maintenance program for existing piped drains:</i>	<ul style="list-style-type: none"> - Retention basins inspected and maintained - Pipe drains maintained and litter traps cleaned out.
<i>Water Reticulation - Maintained in accordance with accepted standards:</i>	<ul style="list-style-type: none"> - Prompt repair of breaks and return to service. - Water supplied met the Australian Drinking Water Guidelines - Annual air scouring and water main flushing program
<i>Implementation of water main replacements:</i>	<ul style="list-style-type: none"> - Elizabeth Street (500m of 300 diameter) main substantially completed.
<i>Replace poorly performing sewers</i>	<ul style="list-style-type: none"> - Annual sewer rehabilitation program (\$353,000) completed.
Comply with EPA Licence:	<ul style="list-style-type: none"> - Operational results had a 98% compliance.
<i>Extensions of sewer system:</i>	<ul style="list-style-type: none"> - Completed subject to developer agreements
<i>Sewerage treatment plant upgrade:</i>	<ul style="list-style-type: none"> - New treatment plant option selected and environmental studies are continuing.
<i>Identification of and remedial work for illegal discharges to sewer:</i>	<ul style="list-style-type: none"> - Sewer inspection program ongoing. - Sewer rehabilitation program. - Trade waste management is being implemented.
<i>Cemetery Management:</i>	<ul style="list-style-type: none"> - Prompt, accurate, friendly service in response to enquiries. - Grounds are maintained on a neat and tidy condition.
<i>To provide engineering expertise for developments:</i>	<ul style="list-style-type: none"> - Advice and supervision are provided in a timely manner.

PROGRAMME AREA: TRANSPORT INFRASTRUCTURE

Objective: To provide maintain and develop a safe transport infrastructure that meets the needs of road users within the cost structure.

Action	Outcome
Continue development of priority road ranking system for all roads within the Shire.	On-going Traffic data collected and updated
Update footpath condition rating system for footpaths within the Shire by regular safety inspections as per Council Policy.	On-going Regular inspections carried out in accordance with Council Policy and as complaints received.
Undertake bridge condition assessment for timber bridges within the Shire.	Ongoing
To reseal all local urban roads on a fixed cycle, dependent on funds and existing condition.	On-going Program recommended
To reseal all local rural roads on fixed cycle, dependent on funds and existing condition.	On-going Completed to funds voted
Management of Shire-wide traffic facilities.	On-going Signs and markings complied in accordance with vote
Implementation of a construction program for Regional and Local roads.	Utilise REPAIR funding to continue Stage 3 of Reconstruction of MR 239 (Grenfell Road)
Review of Council's vehicle, plant and equipment replacement program.	On-going All plant on rolling program replaced
Rationalisation of Council's plant fleet, thus increasing Council's operational efficiency in service delivery.	On-going Regular reviews ensured that plant operated to meet design efficiencies
To provide input/advice for the assessment of engineering requirements for roads and associated facilities in new subdivisions.	On-going Assessments completed as required
Rehabilitate Council's Local Road Network Utilising Roads to Recovery funding	On-going
Extend Council's footpath and kerb and gutter network to complement Council's urban development and town expansion	On-going

APPENDIX 1 - STATUTORY INFORMATION

The Local Government Act 1993 now requires Councils to report on specific information, which is as follows:

Section 428 (2) (d) Report on Public Works Infrastructure

When looking at the condition of public works in the Young Shire Council area, two important factors must be kept in mind:

- (i) the age of the Council area, therefore the age of much of the infrastructure;
- (ii) the impact of rate pegging. Rates do not keep up with the level of inflation, hence the dollar amounts needed to update some programmes.

Asset Classification	Current Renewal Costs		Written-Down Value		Annual Maintenance Levels		
	\$'000		\$'000		Desired Standard \$'000	Desired M & R \$'000	Current M & R \$'000
	2005	2006	2005	2006	2007	2007	2007
Stormwater Drainage							
Underground Drains, Pits	7,962	8,043	7,180	7,161	446	224	49
Public Roads							
Sealed Pavement	52,707	54,014	38,424	39,056	3,426	1,513	958
Unsealed Pavement	14,251	14,251	5,657	5,479	2,241	810	755
Bridges & Road Crossings	6,680	6,680	5,882	5,798	400	65	65
Paved Footpaths	1,169	1,213	1,033	1,053	210	101	60
Kerb & Gutters	3,171	3,226	2,619	2,625	101	30	20
Water Supplies System							
Mains, Pipes etc.	5,180	5,444	4,023	4,151	326	158	131
Pump Stations	185	185	110	103	6	4	4
Storage Reservoirs	1,948	1,948	1,715	1,676	100	60	26
Sewerage Services System							
Treatment Works	3,658	3,658	2,302	2,229	300	75	135
Pumping Stations	79	79	62	61	40	15	25
Mains & Man-Holes	1,927	2,476	1,732	2,251	232	80	80
Public Buildings							
Town Hall / Admin Bldg.	905	929	218	204	50	40	14
Public Halls	749	749	497	467	40	32	62
Library	188	188	67	59	10	8	4
Tourist Centre/Art Gall	224	224	153	144	12	10	1

Note: The public halls mentioned in the table above are managed by community committees who take on the responsibility of maintaining these buildings. The information contained within the abovementioned table is based upon the best available data at the time.

Section 428 (2) (e) Legal Proceedings

Matter	2004 / 2005	2005 / 2006
Debt Recovery	22,218.73	20,246.40
Sundry Advice	7,612.61	4,254.25

Rate Recovery

Statement of Liquidated Claims Issued	35
Served	26
Paid in Full	13
Agreements to pay judgement debt by instalments	13
Requiring further action	-

Section 428 (2) (f) Elected Members Expenses

	<u>2004 / 2005</u>	<u>2005 / 2006</u>
Mayoral Allowance	\$ 16,920.00	\$ 17,595.00
Councillors' Fees (Nine Councillors)	\$ 69,750.00	\$ 72,540.00
Councillors' Expenses - Travel, Meals & Telephone	\$ 8,844.87	\$ 12,730.08
Councillors' Training	\$ 300.00	\$ 645.45
Delegates Expenses	\$ 8,576.73	\$ 1,290.97
Election Expenses	\$ 0.00	\$ 0.00
	<u>\$104,391.60</u>	<u>\$104,801.50</u>

Policy

COUNCILLORS - PAYMENT OF EXPENSES AND PROVISION OF FACILITIES

Introduction:

This policy is prepared in accordance with Section 252 of the Local Government Act 1993.

It covers the payment of expenses incurred or to be incurred by, and the provision of facilities to the Mayor, and other Councillors in relation to discharging the function of civic office.

1.0 Meeting Fees

- 1.1 The Council must pay each Councillor and annual fee in accordance with Section 248 of the Local Government Act 1993.
- 1.2 The annual fee must be fixed by Council, and such fee must be in accordance with the appropriate determination of the Remuneration Tribunal.

2.0 Travelling Expenses

- 2.1 The Council to pay to, or on behalf of, Councillors an allowance towards necessary out-of-pocket expenses for conveyance in travelling to discharge their function as a Councillor in respect of the following:

- a) to and from the meetings of Council, or meeting of any committee of the Council
- b) upon inspections within the Council area, in compliance with a resolution of Council
- c) upon business of the Council, outside the Council area, in compliance with a resolution of Council
- d) to and from the Annual Conference of the Shires Association of NSW, or 'H' Division of the Shires Association of NSW, or to and from any meeting of any regional organisation committee to which Council sends a delegate
- e) to and from any seminar conference in compliance with a resolution of Council
- f) the allowance payable will be in accordance with the provisions of the Local Government State Award
- g) where possible Council vehicles will be used for local and regional travel.

2.2 Overnight Expenses

Councillors who are required to be away overnight on authorised Council business will be provided with the following financial support:

- a) motel accommodation including breakfast and car parking (room rate only and not to include telephone, beverages from room fridge, charges placed against the respective motel room or entertainment)
- b) a \$60 allowance per night.
- c) The requirement to stay overnight in motel accommodation must be authorised at a meeting of the full Council or alternatively in urgent circumstances be ratified by the Mayor, Deputy Mayor and General Manager.

2.3 The travelling allowance shall not exceed such amount as may be determined from time to time by the Local Government Remuneration Tribunal or the Minister for Local Government, or in the event of no such decision, an amount equal to that provided by Clause 4(iii) of the Local Government Senior Officers' Award.

2.4 Clause 2.2 shall not apply to travel, either inside or outside of the Council, where alternative arrangements are made for travel.

3.0 Provision of Facilities

- 3.1 Council will provide the Mayor, the Deputy Mayor and other Councillors, secretarial support in respect of typing and postage of correspondence in relation to discharging their function as a Councillor.
- 3.2 The Mayor, Deputy Mayor and other Councillors are permitted to use the office telephone for calls in discharging their function as a Councillor.
- 3.3 Council will provide a phone/fax machine for the Mayor, to be connected to the existing telephone line at the Mayor's residence.
- 3.4 Council will provide a mobile telephone for use by the Mayor.
- 3.5 Council will reimburse the Mayor for all call costs associated with fulfilling the duties of the Mayor, as incurred in utilising the facilities mentioned in 3.3 and 3.4 above. These costs will be reimbursed upon supply of documentary information.
- 3.6 The mobile phone and phone/fax mentioned in 3.3 and 3.4 above shall remain the property of Council.
- 3.7 In the event that Council sends a delegation to visit our sister city, Lanzhou, Council provide the Mayor with a return air fare (limit one trip per year).

4.0 Insurance

- 4.1 Council will provide an insurance cover for the Mayor, Deputy Mayor and other Councillors against personal injury, whether fatal or not, arising out of or in the course of the

carrying out by such Councillors of any business of the Council or the performance by such Councillors of any function in his/her capacity as a member of the Council.

5.0 Conference and Seminars

5.1 The Council to pay to, or on behalf of, Councillors registration and out of pocket expenses, other than those paid in accordance with Clauses 2.0 and 3.0 of this policy, in respect of attendance at any seminar or conference, in compliance with a resolution of Council.

Date Adopted: 16.03.93	Resolution No. 132/94
Date Amended: 19.02.97	Resolution No. 60/97
Date Amended: 15.12.99	Resolution No. 646/99
Date Amended: 20.10.04	Resolution No. 391/04

Section 428 (2) (g) L.G. Act & Cl. 31 (1) (b) General Reg. Senior Staff

During 2004/2005 Council employed one (1) staff member on a performance-based contract, who was during the 2004 / 2005 financial year Senior Staff within the definition of the Local Government Act 1993. The contract packages for the period 1st July 2005 to 30th June 2006, are:

General Manager	\$ 133,000.00
-----------------	---------------

It should be noted that the package quoted above is the Total Remuneration Package and accordingly is inclusive of salary, superannuation and provision of vehicle.

Section 428 (2) (h) Contracts over \$150,000 for the year ending 30 June 2006:

• Diesel Fuel	\$472,963.41
• PRS	\$465,107.01
• Emoleum	\$634,438.66
• Bald Hill Quarries	\$177,900.00
• Bald Hill Quarries	\$191,472.60

Section 428 (2) (i1) Report on the Bush Fire Hazard Reduction Activities from 1 July 2005 to 30 June 2006

Fire Season - Report by Superintendent Trevor Reeves

The reporting period for fire activity within the Young Shire is between 1st April 2005 and 31st March 2006.

Young Shire is a member of the South West Slopes Zone (SWSZ), which also incorporates the Shires of Boorowa, Cootamundra and Harden.

PERMITS

Boorowa	64 permits for 4993ha
Cootamundra	146 permits for 15977ha
Harden	147 permits for 8825ha
Young	300 permits for 30433ha
Total	657 permits for 60288ha

DEVELOPMENT APPLICATIONS

Boorowa	2
Cootamundra	0
Harden	1
Young	12

Total 15 Development Applications referred to Harden FCC

HAZARD REDUCTION CERTIFICATES

Boorowa	0
Cootamundra	0
Harden	0
Young	2

Total 2 HRC's issued

BUSH FIRE HAZARD COMPLAINTS

Boorowa	10
Cootamundra	100
Harden	33
Young	184

Total 327 Hazard Complaints received

COMMUNITY EDUCATION ACTIVITIES

Boorowa	4
Cootamundra	1
Harden	3
Young	9

Total 17 Community Education activities completed

Section 428 (2) (j) Multicultural Services

Young is a diverse community with an historically rich ethnic profile. The 1996 Census indicates 248 persons, 2.20 % of the Shire population, are from a non-English speaking background.

The Aboriginal & Torres Strait Islander population is 143 persons, 1.40 % of the Shire population.

Council has contributed financially to the establishment of SBS TV and radio services, and the on-going licensing and maintenance of such facilities.

In addition, Council conducts the National Cherry Festival, which contains activities of a multicultural nature. The events of the 2001 National Cherry Festival enjoyed a strong and highly visible Chinese involvement in both spectator and participant numbers.

Young Shire enjoys a warm and reciprocal Sister City relationship with Lanzhou City in the People's Republic of China.

Section 428 (2) (l) Donations under Section 356

The total amount contributed under Section 356 (Financial Contributions) of the Local Government Act 1993 in 2005/2006 was \$53,681.63.

Section 428 (2) (m) Human Resources Statement - Operations from 1 July 2005 to 30 June 2006.

Young Shire Council's Human Resources Section organises the recruitment of staff and provides advice and assistance to staff on matters such as payroll, industrial relations, performance reviews, training and development, Award interpretation, Occupational Health & Safety, EEO and Workers Compensation.

The following activities were undertaken during the period:

1. Council's annual skill enhancement program was continued with all assessments being completed in October. This identification of skills & knowledge allows progression through Council's salary system and identification of training needs.
2. During the year Council provided placement for 10 local persons in casual employment opportunities. Following the induction and training Council was able to provide casual work in a number of areas throughout the year
Local applicants were appointed in the following areas:
 - Parks & Gardens
 - Planning & Development
 - Library
 - Road Construction
 - Young Visitor Information Centre
 - Utility Services
3. In September Council was able to assist with the interview process for medical school admissions within the Australian National University Rural Doctor Placement Scheme
4. Council developed and implemented an Education Policy to provided assistance for employees undertaking further education courses.
5. During the 2005/2006 financial year staff were recruited to fill the following vacancies:
 - *Semi Skilled Labourer Utility Services
 - *Water Meter Reader
 - *Truck Driver
 - *Heavy Combination Truck Driver
 - *Labourer Operations
 - *Payroll Officer
 - *Maternity Relief Planning & Environment
 - *Public Convenience Cleaner
6. Council further provided the training opportunity for 5 work experience students from Local Secondary Schools, TAFE and Lambing Flat Enterprises.

7. Council organised training courses included the following:

Training Courses	No of Attendees
Traffic Control	12
OH&S Risk Management	3
OH&S Committee Membership	2
Working in Proximity to Power Lines	9
Plant Operations	5
Chemical Application	9
Chain Saw Operations	15
Trench & Ground Support	3
Ordinance	1
Gas Awareness	1
Library Staff Training	6
Inductions	16
Waste Water Operator	2
Manual Handling	29

8. Development commenced on the redesign of the annual employee assessment documentation to allow for the preparation of individual training plans. This is to allow for future training plans to be correlated, produced and monitored by Group Leaders and will be implement in 2006/2007.
9. All new staff both permanent and casual undertook induction training & received Induction Training Manuals for personal reference.

EQUAL EMPLOYMENT OPPORTUNITY

Councils Consultative Committee is responsible for discussing and implementing Council's EEO issues & policies. The committee met 8 times during 2005/2006, the committee comprised:

Management Representatives	
Councillor M Veitch	Councillor
Councillor J Walker	Councillor - Alternate
Adrian Hanrahan	General Manager
Employee Representatives	
Stuart Henderson	LG Engineers Association
Philip Glover	LG Engineers Association -
Alternate	
Arthur Hardy	United Services Union wages staff Alternate
Helen Thompson	United Services Union Salaried
Christine Wells	United Services Union Salaried Alternate
Anthony Hill	United Services Union wages staff
Craig Silk	United Services Union wages staff
Sharon Langman	EHABSA
David Sam	United Services Union wages staff

REPRESENTATION OF EEO GROUPS WITHIN COUNCIL AS AT 30 JUNE 2006

Age Distribution	Men	Woman
16 -25	0	1
26-35	18	9
36-45	25	7
46-55	24	5
56 and over	13	4
TOTAL	80	26

Aboriginal/ Torres Strait Islander	1
Full Time Indoor	28
Full Time Outdoor	66
Part time	5
Casual Indoor	6
Casual Outdoor	
TOTAL	106

EEO POLICY STATEMENT

Council, in acknowledging the provision of the NSW Anti -discrimination Act in relation to discrimination on the grounds of race, sex, marital status, sexual preference, physical and or intellectual impairment, through the EEO strategy, will take positive steps to ensure that any discriminatory practices are removed from its operations.

All elected members of Council and all staff have the responsibility in ensuring EEO becomes a reality in both formulation of policy and in the workplace.

Council's EEO Co-ordinator and the Consultative Committee will have the responsibility of discussing and implementing EEO related issues.

Specific Action:

- Gain Management and staff commitment
- Ensure Council has sufficient accurate and appropriate data for EEO development and planning purposes.
- Include Eeo Management Plan as an integral component of the Shire Management Plan
- Seek agreement by Industrial Associations & Unions
- Maintain Staff involvement and provide regular updates on EEO Management
- Ensure that EEO groups are afforded representation on Committees
- Provide training to all staff on EEO principals.

Target Date: Ongoing

Responsibility EEO Co-ordinator
Consultative Committee

HARRASMENT AND GRIEVANCE PROCEEDURES

Objective: To implement effective and equitable grievance and harassment policy and procedures, which will prevent and or eliminate discrimination and harassment of employees.

Target Groups: All employees

Specific Action: 1) Develop and issue a Grievance Policy to all employees
2) Develop and conduct education programs for all employees on all aspects legislation under the Anti Discrimination Act

Target Date: Ongoing

Responsibility EEO Coordinator
Consultative Committee

- Evaluation:**
- 1) Produce and table statistical report on grievances/harassment on a quarterly basis to the Consultative Committee.
 - 2) Develop monitoring forms for use by all identified grievance handlers/ supervisors, which maintain statistics on types of grievances.
 - 3) Monitor the extent of grievance related harassment
 - 4) Report on outcomes in EEO Annual Report

GRIEVANCE POLICY

A grievance may be referred to as:

"A real or imaginary wrong causing resentment and regarded as grounds for complaint, feeling of resent or injustice at having been unfairly treated".

Employee Right

Employees have the right to receive confidential and sympathetic support in the event of suspected harassment and discrimination.

Procedure

An employee suspecting harassment, discrimination or other unfair treatment should proceed as follows:

- 1) Arrange a confidential meeting with the Supervisor, Group Leader or General Manager. (The employee at their discretion may enlist the support of a fellow worker or Union delegate when attending the meeting).
- 2) The Supervisor, Group Leader or General Manager should determine the extent and severity of the grievance and confirm with the employee the appropriate corrective action necessary.
- 3) Where the grievance may require disciplinary action, the appropriate Group Leader will confer with all parties involved before implementing disciplinary measures.

Responsibility

The responsibility for resolving staff grievance matters rests with management. All staff with supervisory duties are required to take part in grievance resolution. Supervisory staffs are expected to resolve grievances, wherever possible, at the level where the problem has occurred.

The General Manager is ultimately responsible for resolution of grievances.

Section 428 (2) (o) External Bodies Exercising Council Functions

The Southern Slopes Noxious Weeds County Council performed the function of noxious weeds control within the Young Shire.

Section 428 (2) (p) Controlling Interest in Companies

Council did not hold any controlling interest in any companies in 2005/2006.

Section 428 (2) (q) Joint Ventures

Council is currently a member of the South-West Regional Library Service which consists of the Councils of Boorowa, Harden and Young. Young Shire Council is the Executive Council.

Council is a member of the South-West Slopes Zone which consists of the Councils of Boorowa, Cootamundra, Harden and Young. The Group currently employs a Joint Fire Controller and 2 Deputy Fire Controllers. Harden Shire Council is the Executive Council.

Cl. 15 Rates and Charges Reg. Rates and Charges Written-Off

During the 2005/2006 financial year, rates and charges amounting to \$1,129.21 were written-off in accordance with Section 719 of the Local Government Act 1993.

Cl. 31 (1) (a) General Reg. Overseas Visits Funded by Council

During 2005/2006 a Council delegation visited our Sister City, Lanzhou City in the People's Republic of China.

Council's financial contribution towards this visit was a return airfare for the Mayor as per Council policy.

Cl. 31 (1) (c) General Reg. Activities for Children

Council is not directly involved in the provision of child care services as the major facilities are operated by community-based organisations with funding. However, Council owns the three (3) buildings which provide a total of 120 child care places thereby subsidising these services by a donation equivalent to rates charges. In addition, there is one (1) privately operated centre.

Council actively participates in Youth Week activities by providing funding to a Council Sub-Committee

Council also provides an information service for the Regional Family Day Care Programme administered by Juneé Shire Council.

Cl. 31 (1) (d) General Reg. Statement regarding Category 1 Business Activities and Competitive Neutrality

Under Clause 31 (1) (d) of the Local Government (General) Regulation 1993 Council is required to provide certain statements in relation to its business activities and competitive neutrality matters.

Whilst Council does undertake several business activities, such as water supply and sewerage services, neither of these activities have a sufficient annual turnover for them to be classified as a "Category 1" business in accordance with the definition contained in the competitive neutrality principles.

Accordingly, the following statements are provided:

- Council has one "Category 1" businesses.
- Council has undertaken an analysis of its operations and identified that there is one Category 1 business within its sphere of operation. It is noted that Council's Water Supply operation has an annual turnover in the order of \$2.331M.
- Competitive Neutrality complaints that are submitted to Young Shire Council will be initially treated the same as all other inwards correspondence received by Council. Upon receipt in Council's Administration Offices all correspondence is recorded on Council's Electronic Records Management System and allocated to a specific file. The file is then referred to a responsible officer for attention thereto.
Accordingly, any competitive neutrality complaints received by Council will be placed on a specific file for competitive neutrality complaints and referred to the Public Officer for investigation and report.

Council's general complaints handling procedures are known to the public by general awareness of Council's policies and occasional advertising on Council's page within the local newspaper.

- No competitive neutrality complaints were received by Council during the 2005/2006 financial year.

Council Meetings

There were eleven (11) Ordinary Council Meetings and two (2) Special Council Meetings convened during the period 1st July 2005 to 30th June 2006. Councillors' attendance at these meetings were as follows:

Councillors'	01/07/2005 to 30/06/2006
Cr. Gerry Bailey	13
Cr. John Drum	13
Cr. Sandy Freudenstein	11
Cr. Stuart Freudenstein	13
Cr. Fran Hewlett	12
Cr. Anthony King	11
Cr. John McGregor	11
Cr. Michael Veitch	10
Cr. John Walker	13

In addition, Council operates numerous Committees and Sub-Committees to deal with specific matters and is actively involved through Councillor representation on various local and regional interest groups and committees. For further information regarding Council and Committee Meetings, please contact the General Manager's Secretary on (02) 6382 1688.

All Council and Committee Meetings are open to the public and copies of the Agendas and Committee Minutes are available at Council's Administration Offices and at the Young Public Library.

Freedom of Information

Detailed below is Young Shire Council's Freedom of Information Statutory return for the period 1 July 2005 to 30 June 2006.

NIL RETURNS

		2006	2005
Are all figures in Section A "Nil"?	Yes / No	Yes	No
Is the figure for Section C "Nil"?		Yes	Yes
Yes/No		Yes	Yes
Are all figures in Section E "Nil"?	Yes / No	Yes	Yes
Is the figure for Section F "Nil"?			
Yes/No			
Are all figures in Section L "Nil"?	Yes / No	Yes	Yes
If you answer "Yes" for these five questions this is a Nil return.			
Is this a "Nil" Return?	Yes / No	No	No

For "Nil" Returns please completed the following contact details and return only pages 1 and 2 of this questionnaire.

Contact details for queries relating to this Return:

Name: **Garry Inwood**
Telephone Number: **(02) 6382 1688**

SECTION A

Numbers of new FOI requests - Information relating to numbers of new FOI requests received, those processed and those incomplete from the previous period.

	FOI Requests	Personal 2006	Other 2006	Total 2006	Personal 2005	Other 2005	Total 2005
A1	New (including transferred in)	2	-	-	3	-	3
A2	Brought forward	-	-	-	-	-	-
A3	Total to be processed	2	-	-	3	-	3
A4	Completed	1	-	-	3	-	3
A5	Transferred out	-	-	-	-	-	-
A6	Withdrawn	-	-	-	-	-	-
A7	Total Processed	-	-	-	3	-	3
A8	Unfinished (carried forward)	1	Nil	Nil	Nil	Nil	Nil

SECTION B

What happened to completed requests?

	Result of FOI Request	Personal 2006	Other 2006	Personal 2005	Other 2005
B1	Granted in full	1	-	2	-
B2	Granted in part	-	-	-	-
B3	Refused	-	-	1	-
B4	Deferred	1	-	-	-
B5*	Completed	1	Nil	3	Nil

*Note: The figures on line B5 should be the same as the corresponding ones on A4.

SECTION C

Ministerial Certificates - number issued during the period.

	2006	2005	
C1	Ministerial Certificates issued	Nil	Nil

SECTION D

Formal Consultations - number of requests requiring consultations (issued and total number of **FORMAL** consultation(s) for the period.

	Issued 2006	Other 2006	Issued 2005	Total 2005
D1	Number of requests requiring formal consultation	Nil	Nil	Nil

SECTION E

Amendment of personal records - number of requests for amendments processed during the period.

	Result of Amendment Request	Total 2006	Total 2005
E1	Result of Amendment - agreed	-	-
E2	Result of Amendment - refused	-	-
E3	Total	Nil	Nil

SECTION F

Notation of personal records - number of requests for notation processed during the period.

	Total 2006	Total 2005
F3	Number of requests for notation	Nil

SECTION G

FOI requests granted in part or refused - number of times each reason cited in relation to completed requests, which were granted in part or refused.

	Basis of disallowing or restricting access	Personal 2006	Other 2006	Personal 2005	Other 2005
G1	Section 19 (application incomplete, wrongly directed)	-	-	-	-
G2	Section 22 (deposit not paid)	-	-	-	-
G3	Section 25(1) (a1) (diversion of resources)	-	-	-	-
G4	Section 25(1) (a) (exempt)	-	-	-	-
G5	Section 25(1) (b), (c), (d) (otherwise available)	-	-	-	-
G6	Section 28 (1) (b) (documents not held)	-	-	1	-
G7	Section 24 (2) - deemed refused, over 21 days	-	-	-	-
G8	Section 31 (4) (released to Medical Practitioner)	-	-	-	-
G9	Totals	Nil	Nil	1	Nil

SECTION H

Costs and fees of requests processed during the period (i.e. those included in lines A4, A5 and A6). Please **DO NOT** include costs and fees for unfinished requests (i.e. those requests include in line A8).

	Assessed Costs 2006	FOI Fees Received 2006	Assessed Costs 2005	FOI Fees Received 2005
H1	All completed requests	30	30	480

SECTION I

Discount allowed - number of FOI requests processed during the period where discounts were allowed.

	Type of Discount Allowed	Personal 2006	Other 2006	Personal 2005	Other 2005
I1	Public interest	-	-	-	-
I2	Financial hardship - Pensioner/Child	-	-	-	-
I3	Financial hardship - Non-profit organisation	-	-	-	-
I4	Totals	Nil	Nil	Nil	Nil
I5	Significant correction of personal records	Nil	Nil	Nil	Nil

*Note: Except for item I5, items I1, I2, I3 and I4 refer to requests processed as recorded in A7. For I5, however, show the actual number of requests for correction processed during the period.

SECTION J

Days to process - number of completed requests (A4) by calendar days (elapsed time) taken to process.

	Elapsed Time	Personal 2006	Other 2006	Personal 2005	Other 2005
J1	0 - 21 days	1	-	-	-
J2	22 - 35 days	-	-	-	-
J3	Over 35 days	-	-	3	-
J4	Totals	1	Nil	3	Nil

SECTION K

Processing time - number of completed requests (A4) by hours taken to process.

	Processing Hours	Personal 2006	Other 2006	Personal 2005	Other 2005
K1	0 - 10 hours	1	-	2	-
K2	11 - 20 hours	-	-	-	-
K3	21 - 40 hours	-	-	1	-
K4	Over 40 hours	-	-	-	-
K5	Totals	1	Nil	3	Nil

SECTION L

Reviews and Appeals - number finalised during the period.

		2006	2005
L1	Number of Internal Reviews finalised	Nil	Nil
L2	Number of Ombudsman Reviews finalised	Nil	Nil
L3	Number of District Court Appeals finalised	Nil	Nil

Details of Internal Review Results - in relation to internal reviews finalised during the period.

	Bases of Internal Review	Personal		Other		Personal		Other	
		2006 Upheld*	2006 Varied*	2006 Upheld*	2006 Varied*	2005 Upheld*	2005 Varied*	2005 Upheld*	2005 Varied*
L4	Access refused	-	-	-	-	-	-	-	-
L5	Deferred	-	-	-	-	-	-	-	-
L6	Exempt matter	-	-	-	-	-	-	-	-
L7	Unreasonable charges	-	-	-	-	-	-	-	-
L8	Charge unreasonably incurred	-	-	-	-	-	-	-	-
L9	Amendment refused	-	-	-	-	-	-	-	-
L10	Totals	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

*Note: Relates to whether or not the original agency decision was upheld or varied by the internal review.

Privacy & Personal Information Protection Act - Sect 33(3)

Council adopted a Privacy Management Plan for the purpose of ensuring that the objects of the PPIP legislation are met in a timely and efficient manner.

To provide for consistent application of this legislation, Council has adopted a privacy Code of Practice for Local Government.

Training has been undertaken by Staff to enable implementation of the PPIP Management Plan and the Legislative requirements of the Act.

Examples of areas where the Policy is applied includes access to Public Registers (eg. Cemetery Records, Development Applications, Property Ownership & general property inquiries) and Staff Inquiries.

Young Shire Council has not received any external requests for review for the period 01/07/2005 to 30/06/2006.