



YOUNG

SHIRE COUNCIL



ANNUAL REPORT
FOR THE PERIOD
01 / 07 / 2006 TO 30 / 06 / 2007

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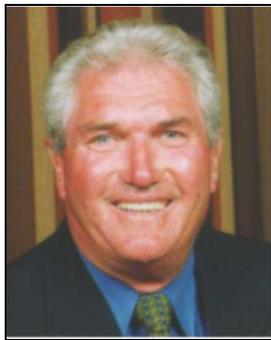
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COUNCILLORS' OF YOUNG SHIRE

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	56 Templemore Street, Young	Ph: (02) 6382 3469
Hon . Michael Veitch MLC	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

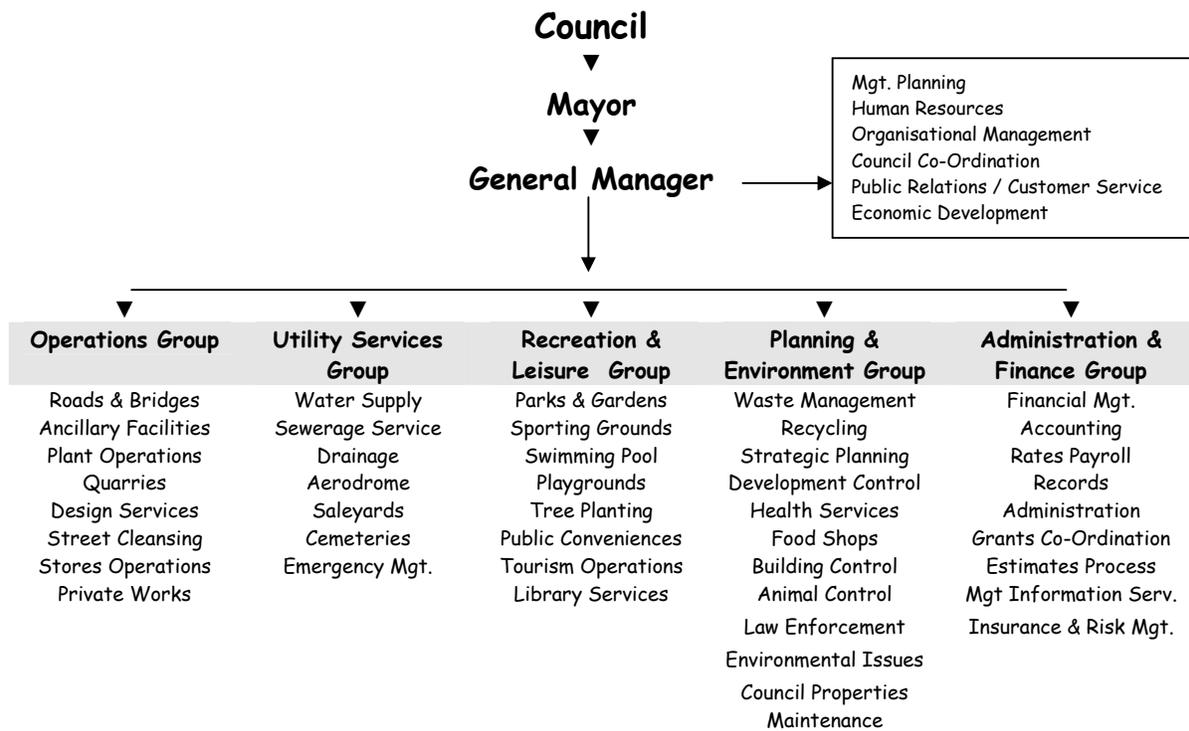
During the past four (4) years, over 400 new businesses have registered within Young Shire, taking the total number registered to approximately 2000.

The latest Census figures indicate a 6.00% growth in population. This positive statistic ensures Young Shire is one of the fastest growing N.S.W. rural Local Government areas.

Whilst the drought and skills shortages are negative factors, the diversity of the region's economy has seen the Shire continue to be progressive and prosper.

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>On Time</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>Estimated 80% Compliant. Council investigating new records system.</p> <p>Estimated at 95% compliant.</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 2006/2007, 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 2006/2007 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 2006/2007 are set by Council as follows:-

		<u>2006/2007</u>		<u>2005/2006</u>
Farmland	0.3622c	\$343.00 min	0.3496c	\$331.00 min
Rural Residential	0.5886c	\$343.00 min	0.5681c	\$331.00 min
Residential - Bendick Murrell	0.6651c	\$343.00 min	0.6442c	\$331.00 min
Residential - Bribbaree	0.6651c	\$343.00 min	0.6442c	\$331.00 min
Residential - Koorawatha	0.6651c	\$343.00 min	0.6442c	\$331.00 min
Residential - Monteagle	0.6651c	\$343.00 min	0.6442c	\$331.00 min
Residential - Murringo	0.6651c	\$343.00 min	0.6442c	\$331.00 min
Residential - Young	1.0594c	\$343.00 min	1.0226c	\$331.00 min
Business	0.9146c	\$343.00 min	0.8827c	\$331.00 min
Business - Bendick Murrell	1.4004c	\$343.00 min	1.3587c	\$331.00 min
Business - Bribbaree	1.4004c	\$343.00 min	1.3587c	\$331.00 min
Business - Koorawatha	1.4004c	\$343.00 min	1.3587c	\$331.00 min
Business - Monteagle	1.4004c	\$343.00 min	1.3587c	\$331.00 min
Business - Murringo	1.4004c	\$343.00 min	1.3587c	\$331.00 min
Business - Young CBD	2.8577c	\$343.00 min	2.7866c	\$331.00 min
Business - Young Non-CBD	1.9932c	\$343.00 min	2.0203c	\$331.00 min
Mining	8.5570c	\$343.00 min	8.2593c	\$331.00 min

	<u>2006/2007</u>	<u>2005/2006</u>
Water Availability Charges – Residential		
Unconnected	\$175.00	\$175.00
Strata Units (not individually metered)	\$175.00	\$175.00
20mm meter	\$175.00	\$175.00
25mm meter	\$273.00	\$273.00
32mm meter	\$448.00	\$448.00
40mm meter	\$700.00	\$700.00
50mm meter	\$1,094.00	\$1,094.00
65mm meter	\$1,848.00	\$1,848.00
80mm meter	\$2,800.00	\$2,800.00
100mm meter	\$4,375.00	\$4,375.00

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

Annual Sewerage Service Charge	- connected	\$345.00	\$330.00
	- unconnected	\$276.00	\$264.00
Annual Domestic Waste Management Charge	- occupied	\$172.93	\$166.92
	- vacant land	\$57.64	\$55.08
Recycling Charge – Residential		\$43.23	\$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 residence.

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 3.16 : 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 6.76 % 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 2007. 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 2007

	Original Budget \$'000	Actual 2007 \$'000	Actual 2006 \$'000
INCOME FROM CONTINUING OPERATIONS:			
Revenues			
Annual Rates & Charges	7,124	7,157	6,863
User Charges & Fees	3,053	3,666	3,220
Interest & Investment Revenues	813	1,186	974
Non-Capital Purposes - Grants	3,234	3,024	2,980
Non-Capital Purposes - Contributions	723	934	857
Capital Purposes - Grants	715	1,424	1,151
Capital Purposes - Contributions	1,064	1,186	517
Other Revenues from Ordinary Activities	391	500	497
Sub-Total	17,117	19,077	17,059
Other Income			
Gain from the Sales of Assets	286	332	373
TOTAL INCOME FROM CONTINUING OPERATIONS	17,403	19,409	17,432
EXPENSES FROM CONTINUING OPERATIONS:			
Expenses			
Employee Benefits & On-Costs	4,770	4,641	4,437
Borrowing Costs	356	375	395
Materials & Contracts	5,199	4,432	4,500
Depreciation & Amortisation Costs	2,684	2,981	2,853
Other Expenses	1,634	1,631	1,572
TOTAL EXPENSES FROM CONTINUING OPERATIONS	14,643	14,060	13,757
OPERATING RESULT FROM CONTINUING OPERATIONS	2,760	5,349	3,675
REVENUES FROM CAPITAL ACTIVITIES			
Capital Purposes - Contributions	1,064	1,186	517
Capital Purposes - Grants	715	1,424	1,151
TOTAL REVENUES FROM CAPITAL ACTIVITIES	1,779	2,610	1,668
NETT OPERATING RESULT FOR THE YEAR PRIOR TO THE PROVISION OF GRANTS & CONTRIBUTIONS FOR CAPITAL PURPOSES	981	2,739	2,007

BALANCE SHEET
as at 30th June 2007

	Notes	Actual 2007 \$'000	Actual 2006 \$'000
CURRENT ASSETS:			
Cash & Cash Equivalents	6(a)	342	2,517
Investments	6(b)	5,732	3,742
Receivables	7	2,373	1,813
Inventories	8	270	255
Other	8	0	318
TOTAL CURRENT ASSETS		8,717	8,645
NON-CURRENT ASSETS:			
Investments	6(b)	9,760	7,844
Receivables	7	10	22
Infra-Structure, Property, Plant and Equipment	9	100,040	82,440
TOTAL NON-CURRENT ASSETS		109,810	90,306
TOTAL ASSETS		118,527	98,951
CURRENT LIABILITIES:			
Payables	10(a)	855	1,249
Interest Bearing Liabilities	10(a)	291	269
Provisions			
-Payable less than 12 months	10(a)	441	350
-Payable greater than 12 months	10(a)	1,174	1,294
TOTAL CURRENT LIABILITIES		2,761	3,162
NON-CURRENT LIABILITIES:			
Payables	10(a)	312	0
Interest Bearing Liabilities	10(a)	3,982	4,273
Provisions	10(a)	481	489
TOTAL NON-CURRENT LIABILITIES		4,775	4,762
TOTAL LIABILITIES		7,536	7,924
NETT ASSETS		110,991	91,027
EQUITY:			
Retained Earnings - Accumulated	20	100,237	91,027
Correction of Errors in Previous Years	20	(3,861)	0
Revaluation Reserves	20	14,615	0
TOTAL EQUITY		110,991	91,027

STATEMENT OF CHANGES IN EQUITY
for the year ended 30th June 2007

	2007		2006	
	Accumulated Surplus \$'000	Total Equity \$'000	Accumulated Surplus \$'000	Total Equity \$'000
Balance as at the beginning of the Reporting Period	94,888	94,888	91,213	91,213
Correction of Errors in previous Years	(3,861)	(3,861)	0	0
Revised balance as at the beginning of the Reporting Period	91,027	91,027	91,213	91,213
Nett Operating Result for the year	5,349	5,349	3,675	3,675
Transfer to Asset Revaluation Reserve	14,615	14,615	0	0
Balance as at the end of the Reporting Period	110,991	110,991	94,888	94,888

STATEMENT OF CASH FLOWS
for the year ended 30th June 2007

	Original Budget 2007 \$'000	Actual 2007 \$'000	Actual 2006 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Annual Rates and Charges	7,124	7,057	6,846
User Charges and Fees	3,053	3,740	3,059
Interest and Investment Revenues	813	1,005	913
Grants and Contributions	5,736	6,223	5,479
Other	391	493	390
	17,117	18,518	16,686
Payments:			
Employee Benefits and On-Costs	(4,634)	(4,698)	(4,364)
Materials and Contracts	(5,199)	(4,563)	(4,416)
Borrowing Costs	(356)	(357)	(378)
Other	(1,634)	(1,278)	(1,727)
Sub-Total	11,823	(10,896)	(10,884)
NETT CASH PROVIDED FROM OPERATING ACTIVITIES	5294	7,622	5,802
	11(B)		
CASH FLOWS INVESTING ACTIVITIES:			
Receipts:			
Infra-Structure, Property Plant, Equipment	548	604	618
Deferred Payments Scheme	12	12	12
Sub-Total	560	616	630
Payments:			
Infra-Structure, Property Plant, Equipment	6,983	(6,238)	(4,503)
Sub-Total	(6,983)	(6,238)	(4,503)
NETT CASH USED IN INVESTING ACTIVITIES	(6,423)	(5,622)	(3,873)
CASH FLOWS FROM FINANCING ACTIVITIES			
Receipts:			
Borrowing's	0	0	0
Sub-Total	0	0	0
Payments:			
Borrowing's	(269)	(269)	(248)
NETT CASH USED IN FINANCING ACTIVITIES	(269)	(269)	(248)
CASH, CASH EQUIVALENTS AND INVESTMENTS:			
Beginning of the current Reporting Period	14,103	14,103	12,422
Nett increase in Cash, Cash Equivalents and Investments	(1,398)	1,731	1,681
END OF THE REPORTING PERIOD	12,705	15,834	14,103
	11(A)		

STATEMENT OF PERFORMANCE MEASUREMENT
for the year ended 30th June 2007

	<u>Amounts</u>	<u>Indicators</u>	2007	2006	2005	2004
<u>CURRENT RATIO:</u>						
Factors						
<u>Current Assets</u>	<u>8,717</u>	Ratio	3.16 : 1.00	2.73 : 1.00	2.68 : 1.00	2.60 : 1.00
Current Liabilities	2,761					
<u>UNRESTRICTED CURRENT RATIO</u>						
Factors						
<u>Current Assets less all External Restrictions</u>	<u>7,291</u>	Ratio	5.54 : 1.00	4.75 : 1.00	4.75 : 1.00	4.54 : 1.00
Current Liabilities less Specific Purpose Liabilities	1,317					
<u>DEBT SERVICE RATIO:</u>						
Factors						
<u>Debt Service Cost</u>	<u>625</u>	Percentage	4.02%	4.31 %	4.24 %	4.79 %
Revenues from Continuing Activities	15,541					
<u>RATE COVERAGE RATIO:</u>						
Factors						
<u>Annual Rate and Charges</u>	<u>7,157</u>	Percentage	36.88%	39.37 %	42.68 %	43.37 %
Total Income from Continuing Operations	19,409					
<u>ANNUAL RATES AND CHARGES OUTSTANDING</u>						
Factors						
<u>Annual Rates and Charges Outstanding</u>	<u>513</u>	Percentage	6.76%	5.40 %	4.84 %	4.06 %
Annual Rates and Charges Collectable	7,586					
<u>ASSET RENEWALS RATIO:</u>						
Factors						
<u>Annual Renewals</u>	<u>3,420</u>	Ratio	1.15 : 1.00	0.00:1.00	0.00:1.00	0.00:1.00
Depreciation, Amortisation and Impairment	2,981					

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 RESULT FROM CONTINUING OPERATIONS			GRANTS INCLUDED IN REVENUES		TOTAL ASSETS HELD (CURRENT & NON-CURRENT)	
	Original Budget 2006 \$'000	Actual 2007 \$'000	Actual 2006 \$'000	Original Budget 2007 \$'000	Actual 2007 \$'000	Actual 2006 \$'000	Original Budget 2007 \$'000	Actual 2007 \$'000	Actual 2006 \$'000	2007 \$'000	2006 \$'000	2007 \$'000	2006 \$'000
Governance	1	1	1	182	184	180	(181)	(183)	(179)	0	0	0	0
Administration	283	399	478	627	625	576	(344)	(226)	(98)	0	0	7,229	6,379
Public Order & Safety	413	118	223	767	461	585	(354)	(343)	(362)	63	197	394	466
Health	14	14	13	229	215	217	(215)	(201)	(204)	7	0	392	409
Community Services & Education	2	23	1	132	135	107	(130)	(112)	(106)	22	1	65	70
Housing & Community Amenities	1,396	1,394	1,206	2,052	2,013	1,743	(656)	(619)	(637)	66	30	9,500	9,355
Water Supplies	2,265	2,775	2,520	2,115	2,155	1,933	150	660	587	45	49	17,989	7,973
Sewerage Services	1,695	1,601	1,635	735	594	620	960	1,007	1,015	38	153	12,577	6,349
Recreation & Culture	878	865	243	1,475	1,544	1,580	(597)	(679)	(1,337)	104	66	7,012	5,220
Mining, Manufacturing & Construction	89	113	109	203	242	228	(114)	(129)	(119)	0	0	555	504
Transport & Communication	2,934	4,322	3,639	5,306	5,097	5,038	(2,372)	(775)	(1,399)	2,295	1,913	50,719	57,422
Economic Affairs	526	549	563	784	802	821	(258)	(253)	(258)	3	3	2,031	1,988
Total Functions	10,496	12,174	10,631	14,607	14,027	13,728	(4,111)	(1,853)	(3,097)	2,643	2,412	117,463	97,135
GENERAL PURPOSE REVENUES*	6,907	7,235	6,801	36	33	29	6,871	7,202	6,772	1,805	1,719	1,064	1,816
SURPLUS / (DEFICIT FROM ALL FUNCTIONS	17,403	19,409	17,432	14,643	14,060	13,757	2,760	5,349	3,675	4,448	4,131	118,527	98,951

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, CDs, tapes, DVDs, videos and microfilm.

The Regional book collection is 34,558, and the total collection exceeds 38,000 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. A Housebound Reader Service is offered to residents unable to visit the Library, and resources are delivered to Young Retirement Village and Mt St Josephs Home.

Young Library recorded 46,419 visitors during 2006/2007, 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 5,432 borrowers who checked out 57,481 items during the year.

Four 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 National Simultaneous Storytime promotes reading and literacy and Mothers and Babies reading sessions are frequently hosted to support new parents. The Summer Reading Club for Primary school children was generously supported by local business and received a positive response from students again this year.

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 - 12.00 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 Visitor 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
- Tourism Development
- 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 2006/2007, Young Visitor Information Centre serviced face to face inquiries from approximately 22,000 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 visited local tourism-related businesses to gain first hand experience of the town's attractions and accommodation facilities and regular contact is maintained throughout the year. This enables us to provide quality information and advice to all visitors to Young Shire and the surrounding region.

In mid 2007, the Visitor Information centre received an internal upgrade included new carpet, décor and furniture. This has given the centre a new fresh feel as it is critical that we make a good first impression on visitors to our town.

The Centre is open 7 days a week and hours of operation are 9.00 am - 5.00 pm Monday to Friday, 9.30 am - 4.00 pm Weekends and Public Holidays with extended hours as required during cherry season.

Tourism Marketing and Promotion

Young is promoted on three fronts, Cherries and Stone Fruit, 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.

Young has received great media exposure this year with TV segments on *Getaway* with Catriona Rowntree and *Sydney Weekender* with Mike Whitney.

A new Visitor Guide was produced for Young and the surrounding district and released into the marketplace in early November 2006. The guide has been very well received to date with many positive comments. In May, our guide was advertised in the NRMA Open Road magazine which generated much interest and a wealth of phone calls resulted.

Tourism Development

The Lambing Flat Festival once again proved a popular day out with visitors and locals. Early rain did change plans a little with adjustments to the day's program being made to ensure that entertainment could go ahead. Weather reports for the day also put some people off travelling here but numbers were still relatively strong and comparable to the 2006 event.

In late 2006, new town entrance signs were erected on the Boorowa, Moppity, Grenfell and Temora entrances to town. The signs have received positive comments to date and have a removable panel which enables events to be promoted at specific times of the year. The signs are also reflective for reading ease at night.

Cherry Festival Co-Ordination

Young Visitor Information Centre has again been instrumental in the co-ordination of the 57th National Cherry Festival. The festival was condensed to one weekend for 2006 which proved to be very successful. The event attracted thousands of people to town and reports suggest that visitor numbers were the strongest for many years. 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 Young Shire Council, National Cherry Festival Committee and Young Visitor Information Centre.

RECREATION and LEISURE - PARKS, GARDENS and RESERVES



Bridge - Chinamans Dam

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 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.

Clearly, most of eastern Australia is in the grip of a severe and prolonged drought, Council has once again faced reduced rainfall and higher water restrictions from Goldenfields Water County Council during the 2006-2007 seasons.

Young Shire Council recognises the importance of saving water and at the same time 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 2006/2007 financial year included the following.

Burrangong Creek - Rintoul Walkway and Weir

Campbell to Clarke Street

- Constructed timber retaining wall.
- Purchased heritage style lights and seats.
- Negotiate with Department of Water and Energy regarding construction of weir.
- Planting of trees.
- Construction of Walkway to be completed by the end of June 2008.

Clarke to Thornhill Street

- Stabilised creek banks and completed the installation of concrete stormwater outlets.
- Trees and shrubs planted on the northern bank behind the ABC Childcare and Mitre 10, the southern bank planting to follow construction of the walkway.
- Construction of a walkway from the Thornhill Street end delayed to allow private developers time to construct a large retaining wall fronting the creek as part of their residential development. The walkway in this section of the creek will be completed by the end of June 2008.

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

- Constructed Chinese bridge.
- Install three heritage information signs

Carrington Park

- Young Lions Club and Council funded the building of a Liberty Swing for disable people and construction of concrete pathways to service the BBQ and Liberty Swing areas.
- Construction of new toilet block to be completed by 30 June 2008.

Apex Park

- Weir wall repairs to be completed by 30 June 2008.

Arboretum Park

- Weir wall repairs to be completed by 30 June 2008.

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 6 heritage signs completes 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

- Installed signs on selected roads.

RECREATION and LEISURE - SPORTING OVALS

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
POLICE AND COMMUNITY YOUTH CLUB, BASKETBALL AND NETBALL COURTS**

Young Sports Stadium

- Young Sports Stadium will be officially open on 14th December 2007. The development cost \$2.5m and comprises two indoor basketball/netball courts, multi purpose halls, office accommodation, amenities and meeting rooms.

The New South Wales Government Department of Tourism, Sport and Recreation, Police and Community Youth Club NSW Ltd and Young Shire Council contributed financially towards construction of the building. The Police and Community Youth Club NSW Ltd will undertake day to day management of the facility.

The construction of this new facility will enable enhanced access to high quality sports and recreation facilities to meet the needs of the general community. It is also hoped that the new facility will attract more members from the wider community.

Council's Planning & Environment Group undertook and project managed the construction of the Sports Stadium and Netball precinct at Hall Brothers Oval, Lachlan Street. Primarily this work was undertaken by the Group Leader (Planning & Environment) Craig Filmer and involved constant liaison between clients (sports groups and PCYC), the General Manager Adrian Hanrahan and Group Leader (Leisure and Recreation) Garry Inwood, the Architect and Builder Stephen Johansenn, making daily contractual and supervisory calls for Council.

The New South Wales Government Department of Sport and Recreation, Police and Community Youth Club NSW Ltd, Young Basketball Association and Young Shire Council contributed financially towards construction of the building. The Police and Community Youth Club NSW Ltd will undertake day to day management of the facility.

The construction of this new facility will enable enhanced access to high quality sports and recreation facilities to meet the needs of the general community. It is also hoped that the new facility will attract more members from the wider community.

Netball Courts

- Constructed six outdoor Netball Courts with funding from New South Wales Government Department of Sport & Recreation, Young Netball Association and Young Shire Council.

Alfred Oval

- Replaced northern perimeter boundary fence.
- Constructed western brick entrance wall.
- Painting of Grandstand and Kiosk to be completed by 30 June 2008.

Cranfield Oval

- Replaced dilapidated boundary fences in Allanan Street and Back Creek.
- Added a section of the eastern end of Demondrille Street to the park reserve.
- Work on the Allanan Street gate entrance and internal road works is scheduled for completing early 2008.

Gus Smith Oval

- Constructed seating in front of amenities undercover area.

Cullen Oval

- Installed hot water system

PERFORMANCE OF PROGRAMME AREAS AGAINST MANAGEMENT PLAN

In Young Shire Council's 2006/2007 Management Plan, the following program areas were identified, with established objectives, intended actions, time frames and targets. This section 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	Provide management services and technical advice to efficiently and effectively manage Council's infrastructure Provision of assistance from Corporate Services for financial and accounting needs	Systems and operating procedures documented Staff trained in new techniques Reporting system, time taken to respond to incidents Completion of annual maintenance and capital works program Sufficient funds available for maintenance and capital works	On-going On-going Achieved and On-going Achieved On-going
Parks and Gardens	Maintenance of Council's parks, gardens and recreation facilities to ensure they are attractive and inviting to users.	Weekly maintenance of urban parks. Fortnightly maintenance of neighbourhood parks Fortnightly maintenance of village parks	Achieved and on-going Fortnightly and on-going Fortnightly and on-going
Footpath and roadside maintenance	Undertake mowing of Council's footpaths and town roadside approaches	Weekly mowing of footpaths Mowing of roadside approaches during Spring growth	Achieved and On-going undertaken on as needs basis
Recreation Reserves	Maintenance of active and passive recreation reserves	Maintenance on reserves undertaken on as needs basis.	Inspect and maintain when required. On-going
Parks & Gardens	Plan of Management for Parks, Gardens and Reserves	To commence in 2008	To be completed by 30 June 2008
Tree maintenance	Maintenance and care of trees	General condition of tree Comply with Council's pruning program Power line clearance when requested by Country Energy	Inspect trees remove, prune or replace as require. On-going

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

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	Provide management services and technical advice to efficiently and effectively manage Council's infrastructure Provision of assistance from Corporate Services for financial and accounting needs	Systems and operating procedures documented Staff trained in new techniques Reporting system, time taken to respond to incidents Completion of annual maintenance and capital works program Sufficient funds available for maintenance and capital works	On-going Achieved and on-going Monitoring On-going Achieved On-going
Sporting Facilities Sports ground	Undertake maintenance as required for mowing of turf playing surface Marking of sporting fields to accommodate the various activities Maintenance of buildings	General condition of nominated areas Number of complaints received Time taken to prepare grounds for sporting activities Markings required for sporting activities completed prior to events being staged Buildings maintained in a clean and orderly condition.	Achieved & on-going Monitored on a weekly basis Monitored Achieved and on-going Achieved and on-going
Sports grounds	Plan of Management for all Ovals	To commence in 2008	To be completed by 30 June 2008
Sports grounds	Investigate acquisition of Crown land suitable for future sporting ovals	Preliminary investigations commenced	On-going with Lands Department
Sports grounds	Investigate acquisition of Sawpit Gully from the Crown Lands Department	Preliminary investigations commenced	On-going with Lands Department
Risk Management	Undertake inspection of all sporting ovals and amenities as per Council's risk management Priority of repairs as per assessment of risk.	Maintenance completed within nominated time of risk assessment rating.	Improvement needed, on-going
Asset Management	Recording of details of the infrastructure and components	Maintenance improvements documented at completion of works as required	On-going

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 & Nuisance Investigation
- 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/CAT REGISTRATIONS

For the year 2006/07 Council had 116 new Companion Animals registered on the Lifetime Register administered by the Department of Local Government as a state wide system. This was a slight increase from last year's amount, being 94 for 2005/06.

One hundred and eighty two (182) animals were impounded during the twelve (12) month period, these being 135 dogs and 47 cats. Forty-six (46) of these were released (38 dogs & 8 cats), while one hundred and twenty nine (129) were destroyed. Seven (7) dogs were sold and re-homed. A total of fourteen (14) Infringement Notices were issued for non-compliance with the Companion Animals Act. A feral/stray cat trapping program was conducted following an increased number of reported cats throughout various parts of town. This increase was most likely caused by the recent upgrading of Burrangong Creek. The extensive clearing of vegetation has forced the numerous stray cats to relocate across town, thus causing an increase in breeding activity.

LITTER

Council's Ranger carries out regular litter patrols, and can impose fines ranging from \$60 to \$1500 for offences committed. Illegal dumping is still a regular problem which cannot always be followed-up with enforcement as proof of evidence is often unavailable. Regular patrols and monitoring of problem areas has been successful as a means of deterrent. Residents have also been constantly reminded that household rubbish is not to be deposited in litter-bins in the streets and Parks around town. Gravel laneways and stock routes close to town have continued to attract illegal dumping however, Council has been monitoring these areas regularly and working in conjunction with the RLPB rangers.

PARKING PATROLS

The successful Parking Officer Exchange Program with Temora Shire Council has been ongoing throughout the following year and has been conducted on a monthly basis.

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. The introduction of the Temora Parking Inspector has created a greater awareness amongst motorists within the CBD, especially owners and employees of multi staffed premises. The "unfamiliarity" of an officer from another town has provided the effect of a strong deterrent.

Between December 2006 and June 2007 Council undertook a trial period in the CBD aimed at angled parking. During this trial period single space parks were marked at 45degrees and 60 degrees in separate blocks of Boorowa Street. As a result of this trial Council has chosen to adopt the 45 degree option. Council's Engineering Department is also 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.

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 3839 drums were collected during 2006-07. This amount was slightly lower than the previous year's collection total of 5297.

The Annual collection figures for 2006/2007 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.



Ranger Noel Schiller discussing drumMUSTER at Young Show

PRIVATE SWIMMING POOLS

The registration and compliance checking of private swimming pools has been on-going during the year, with random inspections being carried out. Major defaults continue to be the operation of the pool gate, and their inability to self-close and self-latch and an alarming amount of fence non compliances due to disrepair and also foliage breaching pool barriers.

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 presently undertaken when any other opportunity to visit a property with a swimming pool is requested. In a normal year and with normal staffing levels, these inspections are rostered through the year such that all pools are attempted to be inspected annually. In 2006/2007 approximately half of the pools have been inspected with the remainder due in the upcoming year.

ENVIRONMENTAL MATTERS

Water analysis of the shires reticulated drinking water has been undertaken in accordance with the NSW Department of Health Drinking Water Monitoring Program. In the report year, only two (2) comprehensive chemical samples did not meet the guidelines (minor exceedance of values) and these were due to an instance of elevated pH and an instance of a slighter higher Iron count. These were investigated and found to be localized system anomalies that were resolved by flushing of mains in these areas. All bacteriological samples passed drinking water guideline values, however some samples exhibited low levels of coliform counts returned. In the numbers returned, no samples were of public health concern yet all values were passed on for the Group Leader Utility Services comment and action.

4. The monitoring of the water table depth via the 29 piezometers has continued to show readings not consistent with the expected salinity trends of past years. This appears to be directly attributed to drought conditions, however sampling will be continued as a bank of readings is required in order that future generations may have meaningful trended data to analyse.

Council's re-furbishment of Burrangong Creek highlighted the need to ensure that pollution of stormwater with trade waste 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. This was started in the prior reporting year and now has approximately 3 or 4 business only left to bund and protect oil and petroleum storage areas.

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. In addition, Tree Removal Applications are now forming part of everyday regulatory life indicating Council is beginning to regain control over the indiscriminate vegetation loss that was happening prior.

HEALTH SERVICES

Retail food shop regulation has entailed some pre-purchase inspections of premises relating to suitability for the preparation and sale of food. In this year this has been coupled with a handful of start-up new Development Applications and some complaint inspections.

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

Changes coming into effect in late 2007 have been known for some time such that the Environmental Health & Building Surveyor and the Clerical Staff of the Team have re-organised the entire file and registration process, having undertaken an audit of businesses within the Shire. The process now is a matter of keeping informed as the legislation is forwarded to the NSW Parliament and then attend all provided in-service training before undertaking our duties as a level B Council (localized control of food premises and recalls but not manufacturing businesses) under the prepared guidelines released to date.

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

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, 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 Regional facility is owned by Ecofil Pty Ltd in direct partnership with the co-operative efforts of the region's 8 Councils 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 three (3) years are as follows;

	2004/200 5	2005/200 6	2006/200 7	2007/200 8	Average
July	254.28	338.94	356.86	361.62	327.93
Aug	285.04	380.46	383.28	448.90	374.42
Sept	340.98	371.18	339.98	347.76	349.98
Oct	363.68	354.08	359.66	430.40	376.95
Nov	392.36	411.32	425.90		409.86
Dec	414.56	404.76	392.00		403.77
Jan	355.36	404.5	385.66		381.84
Feb	329.98	336.92	359.70		342.20
Mar	380.88	396.08	366.46		381.14
April	312.08	319.8	343.72		325.20
May	342.32	392.9	378.08		371.1
June	323.28	351.8	380.90		351.99
	4094.8	4462.74	4,472.20		4396.38

Although only three years worth of data is recorded, last year did see a slight increase in garbage volumes of only 10 tonnes for the year however kerbside 240L recycling had taken effect by this time and the stabilization of returns has meant that the recycling initiatives may have stemmed some of the growth of town issues from the prior year.

- **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. Council is now filling in the lower reaches of the old gravel pit that is the Landfill, however best practise is being implemented at all times to ensure that stormwater flows are released, potential leachates are retained, and the visual amenity of the locality is preserved.

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.

The primitive village landfills are continually monitored for filling and effectiveness. Koorawatha continues to be a problem Landfill with rapidly diminishing pit space. This reporting year, a new trench has been dug and already it is close to 1/3 full. Being on a Shire boundary, it is known that untoward practises are occurring despite Council and the Local Village Committee's best effort to warn residents against overuse of their resource by persons not paying annual gate charges. Koorawatha has one of the larger Village populations yet its use of their landfill is entirely disproportionate to other villages. Upon expiration of all available resource land (soon), the Villagers will become involved in the debate over whether kerbside collection, publicly located

transfer bins or no service is brought in. All of these options have sharply higher user costs than the \$77 a year they now enjoy.

Further to a debate on excessive use of a facility, Council changed the locks and held key hand-back and re-issue days at Monteagle. The Village Committee has also changed structure and presently far more pride has resulted in this facility. Council as stated before installed better fencing and more bins in response to the new Committee's wishes and the facility is operating smoothly at present.

Murringo Transfer Station is operating well under the present system of vigilance and community responsibility brought about in cooperation with the Planning & Environment Group. Bendick Murrell's facility has caught alight at least three times in the preceding year and it is hard to establish volumes of waste being received, or the culprit. Community meetings with the Planning & Environment Group over LEP matters has seen the issue of not burning mixed or putrescible waste, along with tedious long hours manning the fires by their volunteer Bushfire personnel hopefully has seen the message get through.

Tubbul, Milvale and Bribbaree tips have had little more than maintenance efforts required due to reasonable operations by the residents in these areas.

Generally speaking, the Planning & Environment Group is taking a direct interest in working with and assisting the Village Community Associations to achieve a harmonious working relationship and meeting joint goals.

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

•	Bribbaree	309	cubic metres
•	Bendick Murrell	840	cubic metres
•	Milvale	230	cubic metres
•	Tubbul	180	cubic metres
•	Koorawatha	453	cubic metres

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.

OTHER WASTE MANAGEMENT SERVICES

RECYCLING

Council continues to work with its recycling contractor Elouera Association Inc. in developing the recycling service. In the previous reporting year a 240 litre M.G Bin was introduced together with an automated collection vehicle which is used to provide an enhanced kerbside recycling service.

Initially, in the first few months, the tonnage of recyclable material had picked up by approx 18 to 30%. It would appear that some 15 months later in this reporting year that these volumes were sustained to an approximate average of 18 % per annum. 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	Tonnes 06/07
All Paper & cardboard	1105.8	1321.4	1415.4	1200	1141	1410
White Glass	153	210.6	184.4	60	96	90
Green Glass	43.6	40	56.5	33	32	46
Brown Glass	159	216.1	192	80	112	108
PET Plastic	33.9	28.3	32.9	21	112	38
HDPE Plastic (clear)	15.95	43.95	37.5	13	64	22
HDPE Plastic (coloured)	2.95	11.2	26.7	15	9	22
Aluminium (cans etc)	4.34	16.93	4	7	68	14
Steel (cans etc)	6.25	11.5	12.3	8	76	19
Bulk Scrap & Black Iron	278	277	394	379	994	828
SUB TOTALS	1802.8	2177	2355.7	1816	2704	2597
Green waste - mulched				1037	661	1250
TOTALS	n/a	n/a	n/a	2853	3365	3847
			% up/dn from prior year		17.946	14.324
			% up/dn since 04/05			34.841

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 3839 drums recycled during 2006/07, a significant reduction of waste to landfill. This number is down on the previous year (5297 in 2005-06) 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. Also, in a first for drumMUSTER, an information and educational stall was set up at the annual Young Show as part of the Agricultural Section. This stall was very successful and created wide interest throughout the Rural Sector.

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 31.3% however Young Shire Council runs at an above average return of 34%.

The breakdown of containers processed were:

Small Steel	-	87
20 Litre Steel	-	1078
Small Plastic	-	724
20 Litre Plastic-		1950

TOTALS **3839 Drums**

TOWN PLANNING AND BUILDING

STATUTORY PLANNING

Developments ~

Council received 303 development applications during this past financial year, with an estimated value of over \$ 21 million, which is an increase on last year.

Applications for new businesses, small and large, continued to dominate the applications, with a substantial number of upgrades (cosmetic and expansions), to existing properties and businesses.

Applications for new dwelling houses remained strong, and there were a number of substantial upgrades to existing homes, along with a large number of residential ancillary developments such as pools, pergolas, outdoor living areas, garages and carports.

A number of these dwellings, and ones approved in the previous year, which were subject to the BASIX Energy Efficiency Legislation, have now been completed in Young Shire Council. Commitments made under this scheme, have demonstrated solid improvements in residential sustainable design measures including: commitments to alternative water sources and rainwater tanks, water efficient showers and toilets, less dependence on electric storage and electric instantaneous hot water systems, increased efficiency of energy heating and cooling appliances, and provision adequate levels of glazing, shading and insulation. State wide, it is estimated that the single dwelling houses commenced during the first year of BASIX, will save in the order of 1,500 million litres of water each year, and 34,000 tonnes of greenhouse gas emissions per year.

Subdivisions

The actual number of subdivisions applications lodged with Council have remained consistent with last year, and again, the emphasis was on the creation of rural-residential allotments, on the edge of Town. This signifies a greater demand for lifestyle lots, with the benefits of town living, such as water and proximity to services.

Business Areas

The business and industrial sector applications remained strong, typified by the following types of developments:

- refurbishment of existing businesses (Westpac, Amcal Chemist),
- extensions to existing businesses (Empire Hotel, Golf Course, S & C Club),
- the creation of new industrial/commercial buildings (lower Boorowa Street and Mackenzie Street),
- conversion of existing buildings (ANU Building in Lynch Street), an
- new businesses and shopping opportunities (Farmers Market, several new shops in the CBD and a few home businesses).
- Establishment of a major co-operative Plumbing Store within the Town (Reece Plumbing)

An application for the establishment and operation of an ALDI Supermarket was also approved on the former PCYC site in Zouch Street, and work on the project has commenced, with the demolition of the existing buildings and site works well underway.

Statistical Break-up

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

Number of applications

	2006/2007	2005/2006	2004/2005	2003/2004	2002/2003	2001/2002
New houses	55	42	82	121	72	77
Adds/Alts to houses	28	49	24	44	31	30
Residential outbuildings	63	45	74	48	81	54
Rural outbuildings	19	21	43	42	34	22
Commercial/Industrial	64	68	49	57	75	55
Swimming pools	21	26	29	23	18	14
Flats/Units	4 (13 units)	3 (7 units)	13 (39 units)	18 (55 units)	12 (49 units)	4 (9 units)
Public Buildings	6	4	3	1	8	3
Subdivisions	39	31	53	62	47	27
Total no. applications	303	289	413	444	378	286

Value of Applications

	2006/2007	2005/2006	2004/2005	2003/2004	2002/2003	2001/2002
New houses	\$ 10,788,901	\$ 7,584,315	\$ 15,495,309	\$ 19,724,053	\$ 9,444,017	\$ 9,594,700
Adds/Alts to houses	\$ 1,292,650	\$ 2,104,651	\$ 1,471,741	\$ 1,718,875	\$ 1,391,612	\$ 795,471
Residential outbuildings	\$ 657,098	\$ 360,261	\$ 598,009	\$ 357,887	\$ 474,677	\$ 281,471
Rural outbuildings	\$ 364,100	\$ 321,863	\$ 709,718	\$ 483,440	\$ 1,076,312	\$ 377,235
Commercial/Industrial	\$6,162,282	\$ 4,817,155	\$ 13,198,648	\$ 2,839,986	\$ 7,248,030	\$ 21,703,235
Swimming pools	\$ 404,913	\$ 699,368	\$ 531,863	\$ 355,450	\$ 543,598	\$ 204,500
Flats/Units	\$1,530,000	\$ 944,000	\$ 4,667,225	\$ 5,959,109	\$ 3,799,162	\$ 747,000
Public Buildings	\$ 274,000	\$ 532, 630	\$ 2,890,000	\$ 7,500	\$ 768,339	\$ 764,000
Total value of applications	\$ 21,474,112	\$ 17,364,243	\$39,562,513	\$31,446,300	\$24,745,747	\$34,467,612

BUILDING

Whilst there has been a plateau in the total Development Application figures for the reported year, back to numbers of 4 years ago, these are up by as much or more than 50% on figures from before 5 years ago. These figures are at times 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 NSW Department of Planning has instigated a reporting process on DA turnaround times in the reported year discussing the prior reporting years performance. This report is cited as the Local Development performance Monitor 2005-6 and was released in July 2007. The report is available at the Department of Planning's web page at www.planning.nsw.gov.au.

The report cites statistics that should not be interpreted freely or at first glance. A Development Application can be received by a Council, not have enough information, the time to process clock can be stopped until details are received, complex referrals can be required and all of this information is reported to try and establish a realistic turnaround time instead of the age old witch hunt on length of time a Council has a file. The Planning System increases daily to have intricacies; however reported turnaround times and wise use of the present planning system still attracts criticism under this report.

Within this report Council drew slightly unfair criticism for certain of these statistics. Council reported its gross DA turnaround time as 88 days and after stop the clocks (requests for information of applicant and inconclusive referrals) as 35 days. The median (middle) DA in each of these brackets was 65 days gross and 34 net. So despite complying and using the system as it is intended, the Minister has found Young in the poorest performing 20 Councils for the Gross average and yet we are in the top 30 for the gross net figure.

These figures have been reviewed and need to be continually reported. Already, the reporting year's (for this annual report) figures have been checked and are significantly better again. Continual staffing issues in trying to get Building Surveyors and retain them without other Councils engaging in a salary war is increasingly a problem in NSW. This directly affects Country figures. One serious concession made by Staff is that houses and residential work in land zoned residential under a Council's LEP should have a fast tracked system that is less complicated than exempt and complying development, to get through Council's. The former system of Building Applications would appear to make sense in this situation.

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.

Studies have finalized on certain key projects identified in discussions with the NSW Department of Planning, recently. These include Employment (Industrial) Lands, Odour Impact analysis and planning outcomes for Odour around the Abattoirs, Commercial (retail) Lands analyses and preliminary Residential Lands issues analyses. Still to be achieved include the ongoing Heritage Community Study and also the Rural lands analysis which has been waiting on outcomes from the 2007 Central West Rural lands Inquiry by the NSW Department of Planning and also Primary Industries. This is to be let early into the 2007 - 08 reporting period.

A recent change in staffing of this role will mean that a slight delay in delivery of the Local Study/Structure Plan will occur however Council is still endeavouring to be ahead of the Planning Reform obligation timeframes.

PROPERTY TRANSFERS ~ Zoning Certificate Requests

A total of 529 applications were received for section 149 zoning certificates, a marginal increase (7.2%) from the previous year, and significantly higher than the last five (5) years. The management plan target of 5 day average was met and the median for same was exactly 4 days.

These figures show continued strength within the property market was a feature of the Young economy during the reporting period, and reflects a growing confidence in Regional Rural NSW, and Young in particular. This is again supported by the ABS Census growth statistics for this Shire with a 6.6 % population growth within the 2001 to 2006 period.

GOALS, TARGETS & OUTCOMES

MAJOR PROPOSED CHANGES/ACTIVITIES ~ As stated in the 2006/2007 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 in prior period however continued stress on its longevity noted,

Murringo and Monteagle had transfer station revisions, fencing and expansion of recycling and bin numbers.

Continued support and working with Village Committees.

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.

Continued support and working with key contractors in these areas to ensure resident service levels met.
- Tendered, Contracted and Constructed Sports Stadium Stage 2 ;

Sports Stadium constructed and project managed by Group Leader (Planning & Environment) in conjunction with client Architect. Centre handed over 8 March 2007, PCYC assumed occupation 2 April 2007, full sports use by end of May 2007. Opening (official) scheduled for December 2007. Council continues to have an ongoing contractual dispute with Builder over final retention monies due to a failed support pier.
- 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 in prior period and now widely disseminated quarterly and on web page, and a greater team awareness internal of department and with building trade and design people.
- Continued to build a higher awareness to Public Health issues in the community (Food Premises and Septic Tanks). 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, still ongoing see note above. File and premises details audit undertaken.

- establishment of a comprehensive and up to date data base for all Council property (asset inventory for buildings), works commenced and approximately half of the buildings assessed by Council's Builder whilst on light duties from a shoulder injury;
- 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. LEP process subject to change at times by Dept of Planning and has delayed entire process.
- 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. Put in place team and Council measures to address turnaround times and scrutiny of the process.

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. As well actions have been commenced under Dangerous and Nuisance dog provisions of the Companion Animals Act;
- 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 reasonably 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;
- 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.
- A higher degree of non compliance with standard policy has been noted and serious man hours have had to be diverted to compliance matters, Notices, Orders and directions. As development levels stay strong, compliance with consents and policies becomes increasingly more critical.
- The previous 15 years worth of damage deposits has required a substantial ground truth auditing process. This has meant review of all files and reconstruction of registers to financial records. These are now approximately 25% followed up with re-inspections to determine compliance and return of funds in line with Council's Auditors recommendations.

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.
- Ongoing audit of commercial vehicle maintenance and repair premises from a storm and surface water audit relative to stored and used oils being retained in appropriate bunded area.

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.
- Staff has undertaken a premises registration audit and updated records and files accordingly.

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, on an as-needs basis whilst other departmental work pressures have existed.

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 now been completed and actual inspections are at 50%;
- public buildings are inspected on an as-needed basis other than when Council has its qualified Builder on light duties (currently has a recurrent shoulder injury), 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 undertaken the new mobile garbage bin system for kerbside recycling and this is progressing well;
- advertising relating to what can and can't be recycled continues to be 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.

- Works undertaken as indicated above and reported to Council
- All villages and towns in Shires visited on discussion paper for residents views and expectations
- Workshops planned for Council and further public consultation due in next reporting period.

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 hot mix 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 4,472 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. Continue to be involved with all regional waste and recycling endeavours. 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.*
- 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 Policy has been made, passed and disseminated.**
- 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.

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.

In 2005, the Social and Community Plan was re-done from first principles by the Committee, driven along by the Group Leader (Planning & Environment). 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) has been received and is being implemented by the current Committee. A men's Health Night conducted at the Young Sports Stadium attracted 550 Men and at least 50 health professionals from the tri-Shire area. Other programs such as public facilities upgrades, Youth Worker and Crime Prevention projects are under sub Committee attention. Additionally, the Access Committee of Council holds an access audit of its CBD every 3 years and the most recent of these found some very interesting issues to be resolved by Committee and Staff.

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 Tree Change (T Change) dynamic. Empirically we know that the current data sets are incomplete and intend to be proactive 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

The objective of the Operations Group is to provide a transport infrastructure system which allows safe vehicle and pedestrian movement within the Shire.

Council is responsible for maintaining three levels of road infrastructure.

1. State Roads - Olympic Highway

Council provides maintenance on the Olympic Highway under a contractual arrangement with the NSW Roads & Traffic Authority (RTA). Council and the RTA worked together in 2006/07 to provide:

- Routine maintenance services (e.g. pothole patching, guide post replacement) of \$264,000.
- Ordered works including \$153,000 on heavy patching, \$131,000 on reseals and \$79,000 on a turning lane at Fontenoy Road.

2. Regional Roads - Henry Lawson Way, Milvale Road and Murringo Road

Works on regional roads are funded by the RTA through grants. Council expended \$611,000 on routine maintenance and a further \$280,000 on widening 2km of the Henry Lawson Way south of Old Forbes Road. Council commenced a staged program of drainage improvement and shoulder widening on Murringo Road at Showground Hill.

3. Local Roads - all other road within Young Shire.

- a) **Urban roads** - Within Young sections of the Binalong Street and Yass Street lanes were kerbed and guttered and sealed. Cram Avenue had pavement constructed and sealed. Hill Street had kerb and gutter extended and shoulder widening. Old Temora Road was kerbed and guttered. Boorowa Street, Koorawatha, was constructed and bitumen sealed as was the area in front of the Koorawatha shops. Routine maintenance included heavy patching and resealing.
- b) **Rural roads** - Using Federal Road to Recovery funds Council constructed pavement and sealed the full length of Schillers Road. Shoulders were widened on Tubbul Road from Schillers Road east for approximately 2km. Council was successful in obtaining a further Roads to Recovery grant from the Federal Government to construct pavement and bitumen seal Mines Road from the magnesite mine to Bribbaree Road. Heavy patching was undertaken on Back Creek Road, Moppity Road, Murringo Gap Road, Smiths Road and Horseferry Road. Council's rural resealing program continued.

Other aspects of Council's transport infrastructure include:

- **Footpaths** - Council's footpath network was extended with works in Campbell Street, and Back Creek Road, Thornhill Street and Wombat Street.
- **Traffic facilities** - a combination of RTA grants and Council funds were used to construct school crossings at Young Public, Young North Public and St. Mary's Schools. A pedestrian refuge was constructed in Demondrille Street to assist pedestrian access to St. Joseph's Aged Care Facility and the mercy Care Centre. Pedestrian pram ramps were constructed in various locations.
- **Regulation** - Council implemented a trial of 60° parking in Boorowa Street. As a result, Council has adopted 60° parking wherever possible in the Young CBD area.
- **Road materials** - Council continues to develop the Roxborough's gravel pit. Council has successfully manufactured a crushed road base meeting RTA specifications. Crushing was also carried out in other gravel pits.
- **Plant** - Council's 15-year Plant Replacement Program continues to be implemented.

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 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

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 2006/07

1. **Water Supply**
 - Implementation of user pay tariff from 1 July 2005.
 - Updating of meter records.
 - Water meter changeover program.
 - Completion 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**
 - Sewer rehabilitation program of the sewer main in Zouch Street, Wombat Street, Currawong Street and Murringo Street.
 - Substantial compliance with EPA licence.
 - Prompt return to service after sewer blockages.
 - Completion of the concept report and the start of the detail design and documentation for the new sewerage treatment plant.
3. **Drainage**
 - Extended drains to the creek in association with the creek restoration work.
 - Ongoing inspections and maintenance as required for the retarding basins.
 - Continuation of piping of various open drains.
4. **Cemeteries**
 - Completion of the southern access road.
 - 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.
 - Installation of an automated weather information service.

6. **Saleyards**

- Ongoing liaison with lessees.
- General improvements/maintenance in consultation with the leasee and as required.

7. **Rural Addressing**

- New numbers supplied and erected as required.
- System extended to Koorawatha.
- Updating of Council data records as more data becomes available.
- Ongoing naming and signing of roads.

8. **Emergency Management**

- Council chairs and 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)
- Participation in the sharing of mapping data.

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 2006/07 management Plan.

ACTION	OUTCOME
Construction of piped drains:	- Railway drain (Stage 2) commence; SWD outlets to creek 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 - Ongoing water meter replacement program - 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 completed. - Replacement of Caple Street main commenced.
<i>Replace poorly performing sewers</i>	- Annual sewer rehabilitation program (\$353,000) completed.
Comply with EPA Licence:	- Operational results had a 98% compliance.
<i>Extensions of sewer system:</i>	- Completed subject to developer agreements
<i>Sewerage treatment plant upgrade:</i>	- New treatment plant option selected and detailed design/documentation started.
<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.
<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>	- Advice and supervision are provided in a timely manner.

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	2006 / 2007	2005 / 2006
Debt Recovery	20,014.88	20,246.40
Planning & Development	6,313.50	385.00
Sundry Advice	4,420.39	3,869.25

Rate Recovery

Statement of Liquidated Claims Issued	32
Served	30
Paid in Full	22
Agreements to pay judgement debt by instalments	3
Requiring further action	6

Section 428 (2) (f) Elected Members Expenses

	<u>2006 / 2007</u>	<u>2005 / 2006</u>
Mayoral Allowance	\$ 18,300.00	\$ 17,595.00
Councillors' Fees (Nine Councillors)	\$ 75,420.00	\$ 72,540.00
Councillors' Expenses - Travel, Meals & Telephone	\$ 11,509.99	\$ 12,730.08
Councillors' Training	\$ 674.68	\$ 645.45
Delegates Expenses	\$ 4,706.85	\$ 1,290.97
Election Expenses	<u>\$ 0.00</u>	<u>\$ 0.00</u>
	<u>\$ 110,611.52</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.

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

During 2006/2007 Council employed one (1) staff member on a performance-based contract, who was during the 2006 / 2007 financial year Senior Staff within the definition of the Local Government Act 1993. The contract packages for the period 1st July 2006 to 30th June 2007, are:

General Manager	\$ 135,893.26
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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 2007.

• South-West Fuel Centre Pty. Ltd.	\$ 423,346.97
• AMFM Constructions Pty. Ltd.	\$1,455,158.99
• J.R. & E.G. Richards Pty. Ltd.	\$ 163,355.31
• Bald Hill Quarries Pty. Ltd.	\$ 265,538.19

Section 428 (2) (i1) Report on the Bush Fire Hazard Reduction Activities from 1 July 2006 to 30 June 2007

Fire Season - Report by Superintendent Trevor Reeves

The reporting period for fire activity within the Young Shire is between 1st April 2006 and 31st March 2007.

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

PERMITS

Boorowa	6 permits for 50 ha
Cootamundra	4 permits for 25 ha
Harden	4 permits for 35 ha
Young	13 permits for 61 ha
Total	27 permits for 171 ha

DEVELOPMENT APPLICATIONS

Boorowa	1
---------	---

Cootamundra	0
Harden	0
Young	9
Total	10 Development Applications referred to Harden Fire Control Centre

HAZARD REDUCTION CERTIFICATES

Boorowa	0
Cootamundra	0
Harden	1
Young	1
Total	2 Hazard Reduction Certificates issued

BUSH FIRE HAZARD COMPLAINTS

Boorowa	0
Cootamundra	2
Harden	9
Young	17
Total	28 Hazard Complaints received

COMMUNITY EDUCATION ACTIVITIES

Boorowa	5
Cootamundra	1
Harden	5
Young	19
Total	30 Community Education Activities completed

Section 428 (2) (j) Multicultural Services

Young is a diverse community with an historically rich ethnic profile. The 2006 Census indicates 671 persons, 5.60 % of the Shire population, are from overseas. The Census also indicates 179 people within the Shire, speak a language at home, other than English.

The Aboriginal & Torres Strait Islander population is 307 persons, 2.60 % 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 2006 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 2006/2007 was \$ 49,415.23.

Section 428 (2) (m) Human Resources Activities 2006/2007

Council's Human Resources continued to provide a range of services to both management and staff with the aim to enhance the overall organisational effectiveness and individual staff development and satisfaction. These activities included:

- Payroll processing
- Recruitment and selection of staff
- Organisation of Council's performance and enhancement appraisal processes
- Staff training
- Management of workers compensation claims
- Rehabilitation of employees injured in the workplace
- Employee welfare - in house Employee Assistance Program
- Promotion of Occupational Health and Safety
- Job evaluation managed through the Consultative Committee
- Industrial Relations
- Promotion of Equal Employment Opportunities guidelines
- Employee induction

The following activities were undertaken during the period:

1. Staff Training & Development

The introduction of an annual performance assessment program was implemented this year to be undertaken in conjunction with Council's annual skill enhancement program. Staff were assessed against the key performance indicators applicable to the accountabilities and responsibilities of their individual positions. The assessment process allowed the opportunity for both supervisors and staff to discuss specific needs and identify skills & knowledge training needs for individual development plans. All permanent Council staff and "regular" casual staff were involved in the process. The provision of more thorough and meaning training information from the assessments will be utilized to further develop individual training plans and overall budget requirements. Continued refinement of the assessment format will be undertaken throughout the oncoming year with consultation from management and employees.

All new staff both permanent and casual undertook induction training & received Induction Training Manuals for personal reference.

Council organised training courses included the following:

Selection of Training Courses Undertaken	No of Attendees
Traffic Control	38
OH&S Construction	5
OH&S Risk Management	10
Consultative Committee Membership	8
Working in Proximity to Power Lines	9
Plant Operations	31
Chain Saw Operations	15
Sprayed Sealing & Design	4
Ordinance	2
Library Staff Training	5
Close Approach Training	16
Inductions	14
Safer By Design	1
First Aid	5

2. **Work Experience**

Council in cooperation with the Capital Region LCP implemented a school program "Job for a Day". Local Secondary School students applied for 5 positions within Council which ran for one day a week for one month. The program has proven to be very successful with the students and was a valuable means to outline the functions and roles within Council to the local schools. The program will continue in the following year.

Additionally Council has provided the traditional work experience opportunities for both TAFE and Secondary School Student with 30 students participating in the regeneration, tree planting program of Burrangong Creek.

A high light of Council's Work experience this year has been to provide an Internship for a Human Resources student from CSU Wagga.

Council continued its support for the Rural Doctor Placement Scheme within the Australian National University by assisting with the interview and selection process for medical school admissions in both September and March.

The success of these programs has provided Council with the opportunity to show case the diverse range of occupations found within Local Government and outline education requirements for entry to the positions currently recognised in a skills shortage area.

3. **Recruitment and Selection**

During the 2006/2007 financial year Council reviewed its Recruitment and Selection Policy & Procedures.

Following interviews and induction training, 18 employees were recruited, promoted or offered casual employment.

The following vacancies were filled:

- *Semi Skilled Labourer Utility Services
- *Group Leader Operations
- *Rates Officer
- *Building & Development & Officer
- *Labourers Operations
- *Heavy Combination Truck Driver
- *Library Officer
- *Maternity Relief Library
- *Five Casual Employees

4. **Occupational Health and Safety**

Implementation and review of the Occupation Health and Safety procedure and policy's has been Council's major focus this year. Other activities engaged in have been the development and implementation of the Drug and Alcohol Policy.

The undertaking of a Hepatitis A & B immunisation program with 48 employees being identified as working in a possible risk area and commencing the appropriate course of vaccinations and testing. Regular Occupational Health and Safety Committee meetings have ensured workplace inspections, identification of risks, development and implementation of safe work methods and safety management systems are regularly reviewed.

5. **Workers Compensation**

Electronic record keeping in Council's CivicView system has created a constructive tool for the monitoring and management of workplace injuries and claims. Improved communications about incident notification, ensuring supervisors and employees are aware of the responsibilities and processes required to monitor and manage a claim have in 2006/2007 increased the incident reporting to record 22 work related claims however with a significant reduction in time lost form the previous year by 32%.

6. Work Place Relations

Council continues to adopt a consultative approach with its staff in relation to the Workplace Relations Act which commenced in March 2006. Whilst ensuring to comply with employment legislative requirements Council believes that there will be no significant changes and limited impact on our employees.

7. EQUAL EMPLOYMENT OPPORTUNITY

Council's Consultative Committee is responsible for discussing and implementing Council's EEO issues & policies. The committee met 8 times during 2006/2007 the committee comprised:

Management Representatives	
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 2007

Age Distribution	Men	Woman
16 -25	0	1
26-35	8	4
36-45	32	7
46-55	22	7
56 and over	16	4
TOTAL	78	23

Aboriginal/ Torres Strait Islander	1
Full Time Indoor	27
Full Time Outdoor	67
Part time	4
Casual Indoor	3
Casual Outdoor	
TOTAL	101

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. These 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).

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 2006/2007.

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 2006/2007 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 Junee 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 2006/2007 financial year.

Council Meetings

There were eleven (11) Ordinary Council Meetings and two (2) Special Council Meetings convened during the period 1st July 2006 to 30th June 2007. Councillors' attendance at these meetings were as follows:

Councillors'	01/07/2006 to 30/06/2007
Cr. Gerry Bailey	13
Cr. John Drum	13
Cr. Sandy Freudenstein	12
Cr. Stuart Freudenstein	13
Cr. Fran Hewlett	12
Cr. Anthony King	12
Cr. John McGregor	12
Cr. Michael Veitch	9
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.

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

NIL RETURNS

		2007	2006
Are all figures in Section A "Nil"?	Yes / No	Yes	Yes
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 2007	Other 2007	Total 2007	Personal 2006	Other 2006	Total 2006
A1	New (including transferred in)	2	-	-	2	-	2
A	Brought forward	1	-	-	-	-	-
2							
A	Total to be processed	3	-	-	1	-	1
3							
A	Completed	3	-	-	1	-	1
4							
A	Transferred out	-	-	-	-	-	-
5							
A	Withdrawn	-	-	-	-	-	-
6							
A	Total Processed	-	-	-	-	-	-
7							
A	Unfinished (carried forward)	-	-	-	1	-	1
8							

SECTION B

What happened to completed requests?

	Result of FOI Request	Personal 2007	Other 2007	Personal 2006	Other 2006
B1	Granted in full	3	-	1	-
B2	Granted in part	-	-	-	-
B3	Refused	-	-	-	-
B4	Deferred	-	-	-	-
B5*	Completed	3	-	1	-

*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.

	2007	2006	
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 2007	Other 2007	Issued 2006	Total 2006
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 2007	Total 2006
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 2007	Total 2006	
F3	Number of requests for notation	Nil	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 2007	Other 2007	Personal 2006	Other 2006
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)	-	-	-	-
G7	Section 24 (2) - deemed refused, over 21 days	-	-	-	-
G8	Section 31 (4) (released to Medical Practitioner)	-	-	-	-
G9	Totals	Nil	Nil	Nil	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 2007	FOI Fees Received 2007	Assessed Costs 2006	FOI Fees Received 2006
H1	All completed requests	-	75	30	30

SECTION I

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

	Type of Discount Allowed	Personal 2007	Other 2007	Personal 2006	Other 2006
I1	Public interest	-	-	-	-
I2	Financial hardship - Pensioner/Child	1	-	-	-
I3	Financial hardship - Non-profit organisation	-	-	-	-
I4	Totals	1	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 2007	Other 2007	Personal 2006	Other 2006
J1	0 - 21 days	-	-	1	-
J2	22 - 35 days	1	-	-	-
J3	Over 35 days	2	-	-	-
J4	Totals	Nil	Nil	1	Nil

SECTION K

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

	Processing Hours	Personal 2007	Other 2007	Personal 2006	Other 2006
K1	0 - 10 hours	3	-	1	-
K2	11 - 20 hours	-	-	-	-
K3	21 - 40 hours	-	-	-	-
K4	Over 40 hours	-	-	-	-
K5	Totals	3	Nil	1	Nil

SECTION L

Reviews and Appeals - number finalised during the period.

		2007	2006
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	
		2007 Upheld*	2007 Varied*	2007 Upheld*	2007 Varied*	2006 Upheld*	2006 Varied*	2006 Upheld*	2006 Varied*
L4	Access refused	-	-	-	-	-	-	-	-
L5	Deferred	-	-	-	-	-	-	-	-
L6	Exempt matter	-	-	-	-	-	-	-	-
L7	Unreasonable charges	-	-	-	-	-	-	-	-
L8	Charge unreasonably incurred	-	-	-	-	-	-	-	-
L9	Amendment refused	-	-	-	-	-	-	-	-
L10	Totals	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 01/07/2006 to 30/06/2007.