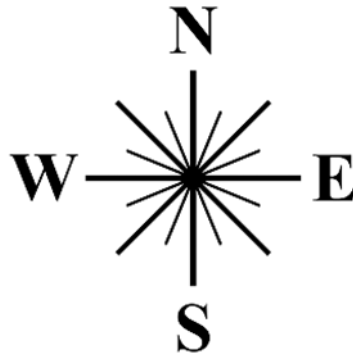


CENTRAL DARLING



SHIRE COUNCIL

ORDINARY COUNCIL MEETING

BUSINESS PAPER

25 MAY 2022

The Meeting will be held at 9 am in the
Council Chambers, 21 Reid Street, Wilcannia

MISSION STATEMENT

To promote the Central Darling Shire area by encouraging development through effective leadership, community involvement and facilitation of services.

RECORDING AND WEBCAST OF COUNCIL MEETINGS

Council meetings are recorded and webcast on Council's website, your attendance and/or input may be recorded and publicly broadcast.

PUBLIC RECORDING PROHIBITED WITHOUT COUNCIL AUTHORITY

A person may only use a recording device, including audio and visual recording and any device capable of recording speech, to record a Council meeting by the resolution of the Council.

A person may be expelled from a Council meeting for having used a recording device without consent.

PHOTOGRAPHY PROHIBITED WITHOUT PERMISSION

Photography is not permitted at a Council meeting without the consent of the General Manager.

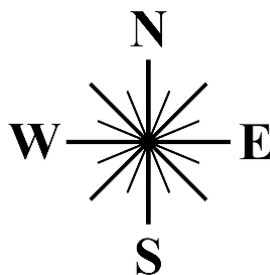
PUBLIC FORUM - EXTRACT FROM THE CODE OF MEETING PRACTICE POLICY

1. The Council may hold a public forum prior to each ordinary meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary Council meetings and meetings of Committees of the Council.
2. Public forums are to be chaired by the Mayor or their nominee.
3. To speak at a public forum, a person must first make an application to the Council in the approved form. Applications to speak at the public forum must be received by same day 8.50am before the date on which the public forum is to be held and must identify the item of business on the agenda of the Council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.
4. A person may apply to speak on no more than two (2) items of business on the agenda of the Council meeting.
5. Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.
6. The General Manager or their delegate may refuse an application to speak at a public forum. The General Manager or their delegate must give reasons in writing for a decision to refuse an application.
7. No more than three (3) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council meeting.
8. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the General Manager or their delegate may request the speakers to nominate from among themselves the persons who are to address the Council on the item of business. If the speakers are not able to agree on whom to nominate to address the Council, the General Manager or their delegate is to determine who will address the Council at the public forum.
9. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the General Manager or their delegate may, in consultation with the Mayor or the

- Mayor's nominated Chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the Council to hear a fuller range of views on the relevant item of business.
10. Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council at the public forum, and to identify any equipment needs no more than three (3) days before the public forum. The General Manager or their delegate may refuse to allow such material to be presented.
 11. The General Manager or their delegate is to determine the order of speakers at the public forum.
 12. Each speaker will be allowed five (5) minutes to address the Council. This time is to be strictly enforced by the Chairperson.
 13. Speakers at public forums must not digress from the item on the agenda of the Council meeting they have applied to address the Council on. If a speaker digresses to irrelevant matters, the Chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the Chairperson, the speaker will not be further heard.
 14. A Councillor (including the Chairperson) may, through the Chairperson, ask questions of a speaker following their address at a public forum. Questions put to a speaker must be direct, succinct and without argument.
 15. Speakers are under no obligation to answer a question put under Clause 4.14. Answers by the speaker, to each question are to be limited to three (3) minutes.
 16. Speakers at public forums cannot ask questions of the Council, Councillors or Council staff.
 17. The General Manager or their nominee may, with the concurrence of the Chairperson, address the Council for up to three (3) minutes in response to an address to the Council at a public forum after the address and any subsequent questions and answers have been finalised.
 18. Where an address made at a public forum raises matters that require further consideration by Council staff, the General Manager may recommend that the Council defer consideration of the matter pending the preparation of a further report on the matters.
 19. When addressing the Council, speakers at public forums must comply with this code and all other relevant Council codes, policies and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of the Council's Code of Conduct, or making other potentially defamatory statements.
 20. If the Chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in Clause 4.19, the Chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments. Where the speaker fails to comply with the Chairperson's request, the Chairperson may immediately require the person to stop speaking.
 21. Clause 4.20 does not limit the ability of the Chairperson to deal with disorderly conduct by speakers at public forums in accordance with the provisions of Part 14 of this code.
 22. Where a speaker engages in conduct of the type referred to in Clause 4.19, the General Manager or their delegate may refuse further applications from that person to speak at public forums for such a period as the General Manager or their delegate considers appropriate.

23. Councillors (including the Mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of an address at a public forum, in the same way that they are required to do so at a Council or Committee meeting. The Council is to maintain a written record of all conflict-of-interest declarations made at public forums and how the conflict of interest was managed by the Councillor who made the declaration.

CENTRAL DARLING



SHIRE COUNCIL

ORDINARY COUNCIL MEETING

Wednesday, 25 May 2022

9 am

Council Chambers, 21 Reid Street, Wilcannia

BUSINESS PAPER AGENDA

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1 OPENING OF MEETING

The Council Meeting will be declared open by the Mayor/Administrator.

2 ACKNOWLEDGEMENT OF COUNTRY

We would like to acknowledge the traditional custodians of this land and pay respects to Elders past and present.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

3.2 LEAVE OF ABSENCE

4 DISCLOSURES OF INTEREST

Pursuant to the Model Code of Conduct for Local Councils in NSW Councillors and Council staff are required to declare any pecuniary or non-pecuniary conflicts of interest.

RECOMMENDATION:

That the Disclosures of Interest – Pecuniary and Non-Pecuniary be received and noted.

5 CONFIRMATION OF MINUTES

5.1 PREVIOUS MEETING MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on 27 April 2022 be received and confirmed as an accurate record.

RECOMMENDATION:

That the Minutes of the Extraordinary Council Meeting held on 18 May 2022 be received and confirmed as an accurate record.

Attachments:

1. [Ordinary Council Meeting - 27 April 2022](#)
2. [Extraordinary Council Meeting - 18 May 2022](#)

6 NOTICE OF MOTION

6.1 NOTICE OF MOTION -

I, Administrator Bob Stewart, give notice that at the next Ordinary Meeting of Council to be held on 25 May 2022, I intend to move the following motion:

MOTION:

That Council amends its Code of Meeting Practice so that a Business Paper be distributed to councillors 3 days before the meeting day.

RATIONALE:

I commend this Notice of Motion to Council.

Attachments:

NIL

7 MAYORAL (ADMINISTRATOR) MINUTE(S)

7.1 MAYORAL MINUTE -

FILE NUMBER: GD22/8340
REPORT AUTHOR: ADMINISTRATOR
RESPONSIBLE DIRECTOR: GENERAL MANAGER

The 2022 Western Division Councils of NSW held their Midterm Conference in Cobar on the 1st to 3rd May. The General Manager and I represented Central Darling Shire.

Speakers included:

- The Hon Mark Coulton MP Member for Parkes
- The Hon Dugald Saunders MP Minister for Agriculture and Minister for Western NSW
- The Hon Wendy Tuckerman MP Minister for Local Government
- The Hon Sam Faraway Minister for Regional Transport and Roads
- Mick Vietch MLC Shadow Minister for Regional NSW, Shadow Minister for Agriculture, Shadow Minister for Western NSW

Also in attendance were several senior Departmental staff representing Department of Regional NSW, Natural Resource Access Regulator, Public Works Advisory, Crown Lands and Office of Local Government. The opportunity was taken to meet with representatives to discuss several issues that are impacting Council and our communities.

On my last visit to Central Darling Shire as part of our scheduled community visit, I visited White Cliffs and met with several residents to discuss their concerns.

Over the next two months, Council will finalise several important documents and plans that will set future directions for the shire. The Draft Community Strategic Plan is currently on exhibition and public comment is being sought before its adoption. Also, staff are finalising the Delivery Plan (4 years program), Operational Plan (12 months Budget) and Long-Term Financial Plan (10 years) which will be adopted at June's Council meeting.

Attachments:

NIL

8 FINANCIAL REPORTS

8.1 CASH AND INVESTMENTS – APRIL 2022

FILE NUMBER: GD22/8158
REPORT AUTHOR: FINANCE MANAGER
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES

EXECUTIVE SUMMARY:

This report is to provide a summary of Council’s cash and investments as at the 30th April 2022.

RECOMMENDATION:

That Council will:

1. Receive the report

REPORT:

Cash and Investment Accounts:

Cash and Investment Accounts	Current Month	Last Month	Movement	Interest Rate	Current Month Interest	YTD Interest
Westpac 11am Investment Account	\$1,100,000.00	\$2,500,000.00	(\$1,400,000.00)	0.10%	\$28.80	\$294.22
Operating Account	\$9,733,521.42	\$887,083.36	\$8,846,438.06	0.01%	NIL	NIL
Post Office Clearing Account	\$491,107.49	\$474,978.66	\$16,128.83	N/A	NIL	NIL
Total Cash at bank as of 30th April 2022				\$11,324,289.91		

Commentary:

The net movement of cash for the month of April 2022 was a decrease of \$7,462,227.09

Payments for the month of April 2022 totalled \$4,60,827.25 being, payments for wages and to suppliers.

Receipts for the month of April 2022 totalled \$13,307,265.31 being predominately:

- Prepayment of 2023 Federal Assistance Grant \$5,191,310
- Cobar Shire Council private works \$1,551,871
- Pooncarie Road grant funding \$4,500,000
- Crown Reserves Funding \$ 375,484

Restrictions:

		Restriction Amount
Total Restriction as of 30 June 2022		\$5,711,000

Attachments:

NIL

8.2 FINANCIAL PERFORMANCE REPORT APRIL 2022

FILE NUMBER: GD22/8161
REPORT AUTHOR: FINANCE MANAGER
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES

EXECUTIVE SUMMARY:

This report is to provide a summary of Council’s financial performance against budget as at 30th April 2022.

RECOMMENDATION:

That Council will:

1. Receive the report

BACKGROUND:

Council has been working towards improving its financial reporting systems over the past two years to meet best practice financial reporting guidelines. In line with these objectives a monthly report is to be presented to Council on its financial performance against budget.

REPORT:

This monthly financial performance report provides Council with a summary of performance against budget as 30th April 2022.

	Annual Budget	YTD Budget	YTD Actual	YTD Variance	
	\$000	\$000	\$000	\$000	
Operating Revenue	37,023	26,366	33,547	7,181	Favourable
Operating Expenditure	20,756	17,862	20,370	2,508	Unfavourable
Operating Result	16,267	8,504	13,177	4,673	Favourable
Capital Grants	16,084	7,757	7,757	NIL	Nil
Operating result Before Capital Items	183	747	5,420	4,673	Favourable

For the month of April 2022, the following variances need to be noted:

- Receipt of unbudgeted private works for Cobar Council \$1.551 million
- Prepayment of Federal Assistance funding for 2023 of \$5.191 million
- Additional expenditure due to increased Block Grant Funding of \$900,000

Further details are provided in Attachment 1.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 4: A consultative and professional Council providing relevant, attainable and efficient delivery of services as per the standards set by Council and providing community development and succession planning.	<u>Objectives</u> 4.2 Efficient and effective services.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	NA
Environmental	NA
Economic	Positive
Governance	NA

Financial and Resource Implications:

Monitoring of monthly against budget enables timely financial management.

Policy, Legal and Statutory Implications:

N/A

Risk Management - Business Risk/Work Health and Safety/Public:

Monthly financial reporting allows Council to keep informed of the progress of the budget to actual income and costs.

OPTIONS:

NIL

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition:

No

External Exhibition:

No

Attachments:

1. [Attachment 1](#)

8.3 COUNCIL 2021 - 2022 CURRENT GRANTS REGISTER

FILE NUMBER: GD22/8312
REPORT AUTHOR: FINANCE OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES

EXECUTIVE SUMMARY:

The purpose of this report is to provide a summary reconciliation of Council’s current grant funding status as of 30 April 2022.

RECOMMENDATION:

That Council will:

1. Receive the report

BACKGROUND:

To deliver Council’s commitment to transparency and greater financial management it has developed a Grants and Contributions Register for public access to be presented during ordinary Council Meetings.

REPORT:

With that stated purpose in mind, Council will continue to update the respective incumbent Grants status details into its in-house Pulse program which documents all of Council’s Projects under each funding facility. It is intended to complete the initial update by the end of June 2022.

In April 2022 Council has received notification of the success of the Preparing Australia Program – Darling River Flood Mapping application for \$100,000 under the Preparing Australian Communities – Local Stream grants Program. This project will specialist mapping and data collection will provide information that will allow the council to accurately plant for the future whilst taking into consideration flood risks. It means the council will be able to develop infrastructure investment with confidence. The council will be able to properly take into consideration factors including cost and appropriate flood mitigation strategies when planning infrastructure projects. This project is to be completed by March 2024.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 4: A consultative and professional Council providing relevant, attainable and efficient delivery of services as per the standards set by Council and providing community development and succession planning.	<u>Objectives</u> 4.1 Effective communication and consultation with Shire communities. 4.2 Efficient and effective services.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	Positive
Economic	Positive
Governance	Positive

Financial and Resource Implications:

Ensures that any funding sourced is being deployed within the approved scope of services, works and facilities for which they were intended.

Policy, Legal and Statutory Implications:

Regulation 208 of the Local Government (General) Regulation 2005 provides a requirement that:

A member of the staff of a council who has control of any of the council’s accounting records must—

- (a) produce those records for inspection and audit in proper order whenever directed or requested to do so by the council’s mayor, responsible accounting officer, general manager (if not the council’s responsible accounting officer) or auditor or by the Director-General or a person to whom the Director-General’s functions under section 430 of the Act have been delegated or subdelegated under section 745 of the Act, and
- (b) render all practicable assistance to the mayor, responsible accounting officer, general manager, auditor, the Director-General or such a delegate or subdelegate with respect to those records.

Risk Management - Business Risk/Work Health and Safety/Public:

Periodic reporting enables Council to keep both funding providers and the community informed on the deployment of those funds as intended and as such significantly mitigate the risk of inappropriate usage of those funds.

OPTIONS:

There are no other options.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition:

Nil

External Exhibition:

Nil

Attachments:

- 1. [Morris & Piper Advisory Monthly Report April 2022](#)
- 2. [Council Current Grants and Contribution Reconciliation](#)

8.4 QUARTERLY BUDGET REVIEW AS AT 31 MARCH 2022 VER 2**FILE NUMBER: GD22/9057****REPORT AUTHOR: FINANCE MANAGER****RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES**

EXECUTIVE SUMMARY:

This report is to provide a summary of Council's financial performance against budget as at 31st March 2022.

RECOMMENDATION:

That Council will:

1. Receive the report
 - (a) Adopt the variations to Council's 2021/22 Annual Budget.
 - (b) Note that the projected operating surplus for the financial year 2021/22 is \$5.834 million.
 - (c) Note that the projected capital works budgeted expenditure for the financial year 2021/22 is \$13.313 million.

BACKGROUND:

Regulation 203 of the Local Government (General) Regulation 2005 provides a requirement that:

- a) Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.
 - b) A budget review statement must include or be accompanied by:
 - i) a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and
 - ii) if that position is unsatisfactory, recommendations for remedial action.
- 2) In accordance with s.211 (*Authorisation of expenditure*) of the *Local Government (General) Regulations 2005*:
- a) A council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:
 - i) has approved the expenditure, and
 - ii) has voted the money necessary to meet the expenditure.

The QBRs appears as Attachment 1 and has been produced in accordance with the guidelines and standards issued by the Office of Local Government.

REPORT:

Operational Budget Result:

The March Quarterly Budget review shows an increase in the projected 2021/22 operating surplus (before capital items) of \$5.273 million to an overall projected operating surplus as at 30 June 2022 of \$5.834 million.

This result reflects the following movements:

1. Prepayment of \$5.191 million representing approximately 75% of Council’s Grants Commission Funding for the 2022-23 financial year.
2. Unbudgeted income from works carried out for Cobar Shire Council for storm damage repair \$1.551 million
3. Reduction in capital funding of \$1.0 million due to delay in project works for water treatment plants
4. Unbudgeted expense due to the undertaking of Cobar Shire Council storm damage works \$1.374 million. Additional unbudgeted expenditure required for airport maintenance works \$30,000. Additional unbudgeted expenditure for parks and gardens maintenance of \$65,000

Capital Budget Result:

Budgeted capital expenditure will reduce by \$3.579 million to \$13.313 million.

This result reflects the following movements:

1. Additional unbudgeted expenditure on Pooncarie Road \$900,000
2. Additional unbudgeted expenditure on Smith’s Hill \$1.60 million
3. Further reduction in expenditure of \$1.0 million for Water Treatment Plants due to delays caused by inclement weather and Covid 19.
4. Reduction in expenditure of \$1.70 million for outdoor infrastructure due to works being unable to be completed due to inclement weather and Council unable to procure suitable contractors to perform the works.
5. Expenditure on buildings now forecasted to reduce by \$700,000 due to works being unable to be completed due to inclement weather and Council unable to procure suitable contractors to perform the works.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 4: A consultative and professional Council providing relevant, attainable and efficient delivery of services as per the standards set by Council and providing community development and succession planning.	<u>Objectives</u> 4.1 Effective communication and consultation with Shire communities. 4.2 Efficient and effective services. 4.3 Skilled and informed Councillors and staff.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	Positive
Economic	Positive
Governance	Positive

Financial and Resource Implications:

Monitoring of the Quarterly Budget Review enables timely financial management

Policy, Legal and Statutory Implications:

Clause 203 (1) of the Local Government (General) Regulation 2005 requires Council's Responsible Accounting Officer to prepare and submit a quarterly budget review statement to the governing body of Council.

Risk Management - Business Risk/Work Health and Safety/Public:

Quarterly reporting allows Council to keep informed of the progress of the budget to actual income and costs.

OPTIONS:

NIL

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Exhibition:**

No

External Exhibition:

No

Attachments:

1. [QBR March Quarter 2022](#)

9 GOVERNANCE REPORTS

9.1 ORGANISATIONAL STRUCTURE

FILE NUMBER: GD22/8138

REPORT AUTHOR: HUMAN RESOURCE OFFICER

RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

This report is seeking Council’s resolution to endorse the updated organisational structure as required under the Local Government Act (NSW).

RECOMMENDATION:

That Council will:

1. Receive the report
2. Endorse the Organisational Structure as presented.

REPORT:

Following the Council Resolution from meeting on 23 February 2022, the General Manager has undertaken a review of its organisational structure in line with the requirements of Clause 33 of the Local Government Act (NSW).

In considering the structure, the organisation has taken into account the deliverables of both the Community Strategic Plan and the Delivery Plan.

The proposed structure (as attached) has taken into account the deliverables of both the community Strategic Plan and the Delivery Plan, and will assist the organisation in meeting the objectives outlined within.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 4: A consultative and professional Council providing relevant, attainable and efficient delivery of services as per the standards set by Council and providing community development and succession planning.	<u>Objectives</u> 4.3 Skilled and informed Councillors and staff. 4.2 Efficient and effective services.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	Positive
Economic	Positive
Governance	Positive

Financial and Resource Implications:

Regular monitoring of the organisational structure will assist Council in meeting the objectives set out in the Delivery Plan

Policy, Legal and Statutory Implications:

Regular review of the organisation structure and regular reporting through Council will address any potential implications that may arise.

Risk Management - Business Risk/Work Health and Safety/Public:

Regular monitoring of the organisational structure will assist Council in addressing financial and business risks, along with staff wellbeing

FINANCIAL AND BUSINESS RISKS, ALONG WITH STAFF WELLBEING.OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Exhibition:**

Nil

External Exhibition:

Organisational Structure to be displayed on Council website.

Attachments:

1. [Organisational Structure](#)

9.2 WORKPLACE CULTURE

FILE NUMBER: GD22/7946
REPORT AUTHOR: GENERAL MANAGER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

The purpose of the report is to provide Council on a update of the Workplace Culture program and what activities being proposed for the remaining calendar year.

RECOMMENDATION:

That Council will:

1. Receive the report
2. Council continues with The Huddle workplace culture program

BACKGROUND:

Some 12 months ago the General Manager engaged The Huddle (Group), to improve workplace culture in the organisation. The Huddle is primary head by Kate Russell (Communications Expert, Leadership Coach and Mediator), who works with other professional associates. Other professionals within the The Huddle will be engaged in providing services in training customer service.

During the past 12-month period, Kate Russell has visited council on several occasions to meet with numerous staff one on one and held team building day, which all levels of management attended. The past 12 months has been difficult to meet regularly, due to Covid 19 restrictions. Sessions in the past 12 months, held on site and via video conferencing, the following has been identified as Strengths and Challenges for the organisation:

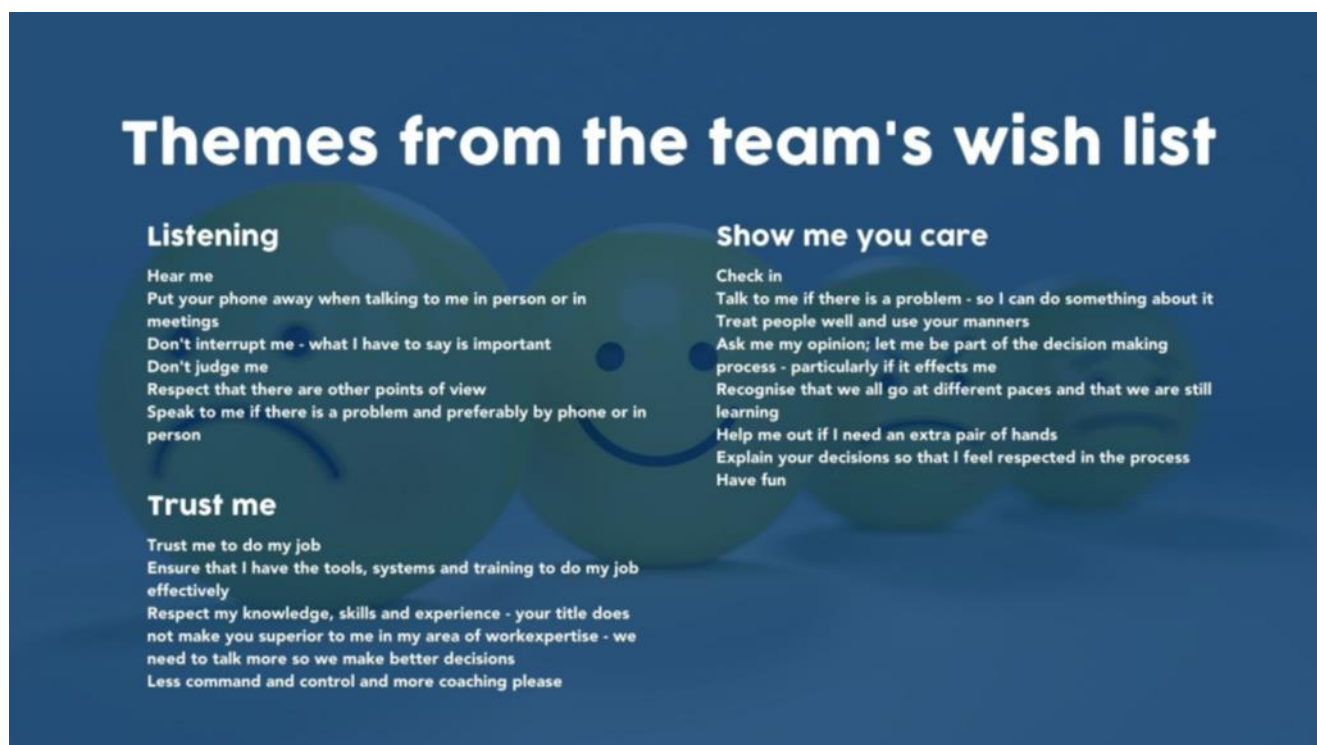
Strengths

- The organisation works really well in a crisis (Covid lockdowns)
- The organisation has a committed and diligent workforce - people generally care a lot about the work that they do
- The organisation has a resilient team that keeps finding a way to get through any challenges that arise
- Communication, in the main, is a strength - as reflected by the above
- The organisation has a creative workforce that looks for ways to get the best out of each employee
- The organisation has a been developing processes and procedures (they are a lot stronger than they were say a year ago)

Challenges

- A lack of understanding of the importance and value of governance
- There is small picture thinking in some areas of the organisation which means that some people still feel a bit unsure or insecure in their roles.
- There is need more clarity about roles and responsibilities and a better understanding of what good looks like; they also need to feel valued and appreciated by management

- Consistent, effective, and inclusive communication particularly noting that a significant proportion of the workforce is working remotely all or most of the time to ensure everyone feels connected
- Finding ways to be social and develop stronger interpersonal relationships, particularly with remote workers (too much time focused on work)
- Finding new and increased ways to see, value, and show appreciation to individuals and to the team as a whole
- A number of silos operating in various parts of the organisation
- A clear and safe complaints process
- Stronger, yet more empathetic, and consistent leadership throughout the organisation to ensure greater consistency of experience of all staff



REPORT:

It is critically important that the Management team and staff sees action and change; that their concerns as raised in the various forums to date have been taken seriously.

By meeting on a regular basis online and in-person with the purpose of developing skills, being clearer on all elements of governance, and addressing issues will gain the following benefits:

- Accountability - to yourselves and to the team
- Morale boost within the team and within the leadership group
- Building greater trust within the team
- Increased and more effective communication
- A psychologically safer workplace
- Improved customer service skills (internal and external)
- Greater productivity and retention

- Decrease in unplanned leave
- An environment where people feel safe to speak up

The Huddle has programmed the following for the remainder of this calendar year:

Executive

Kate Russell to work with Executive team - individually and as a group 1:1 with each Executive once per month (additional sessions are required) - 1 hour each

Meet with all Executive once per month - 1 hour

Monthly Strategy Session - 1st Monday of the Month

Broader Senior Leadership Group to meet online once per month - focus on creating a psychologically safer workplace

In-Person Events/Meetings

Kate Russell to attend at least quarterly to Central Darling Shire Council - including visits to Menindee, Ivanhoe and Wilcannia. Suggested dates/events – yet to be confirmed:

4-5 April In-person meetings/coaching

26-30 June (All staff catch up full-day workshop) + individual meetings/coaching

15-18 August (All staff catch-up) + in-person meetings/coaching

21-24 November (All staff catch up full-day workshop) + individual meetings/coaching

Coaching in customer service skills with David Watts with one-on-one coaching/Conflict Management-four hours per month to meet with any staff needing additional support or to help resolve any issues that may arise.

This package which covers the period from 1 March 2022 to 31 December 2022 includes:

- all coaching
- attendance in person at Central Darling for at least 8 days between
- March 2022 and December 2022
- administration
- handouts and other resources
- coaching in Customer Service from David Watts

Total: \$77,550 or \$7755 per month exc GST plus travel expenses

Outside scope of this package is catering for events and venue hire for events

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 4: A consultative and professional Council providing relevant, attainable and efficient delivery of services as per the standards set by Council and providing community development and succession planning.	<u>Objectives</u> 4.3 Skilled and informed Councillors and staff. 4.4 Engaged leaders and volunteers in each community. 4.2 Efficient and effective services. 4.1 Effective communication and consultation with Shire communities.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	NA
Economic	NA
Governance	Positive

Financial and Resource Implications:

The cost for the engagement of The Huddle Group for the remainder of the is calendar year has been budgeted for in the 2022/23 Draft Budget.

Policy, Legal and Statutory Implications:

Nil

Risk Management - Business Risk/Work Health and Safety/Public:

Nil

OPTIONS:

Council could elect not to continue the program.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition:

Nil

External Exhibition:

Nil

Attachments:

NIL

9.3 DEREGISTERING CASA AIRPORTS- CORRESPONDANCE RECEIVED AND RECENT DISCUSSIONS.

FILE NUMBER: GD22/8100
REPORT AUTHOR: GENERAL MANAGER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

To provide Council with a update on the progress of potentially deregistering of Wilcannia, Ivanhoe and White Cliffs airports CASA (Civil Aviation Safety Authority) Certified standards, or securing additional funding to maintain operational standards requirements of CASA.

RECOMMENDATION:

That Council will:

1. Receive and note the report
2. The General Manager to provide a verbal update on any recent discussions

REPORT:

Report GD22/5490- Airports, present to Council at 27 Aril 2022 Ordinary Council meeting, resulted in several letters being sent to ministers and representatives:

- Mark Coulton MP- Federal Member for Parks
- Sam Faraway MP-State Minister for Regional Transport and Roads
- Dugald Saunders MP-Minister for Western New South Wales
- Roy Butler MP- State Member for Barwon

The Administrator and the General Manager attended the Western Division Annual meeting at Cobar on 2&3 May. During the meeting the Administrator and the General Manager spoke to ministers Coulton and Faraway in detail about the annual ongoing costs \$196,680/annum, and the initial cost of \$375,200 to bring Wilcannia, Ivanhoe and White Cliffs airports up to CASA (Civil Aviation Safety Authority) Certified standards.

Recent correspondence received by Mark Coulton MP following the discussion at Cobar, acknowledging the issues raised and highlighting that the government is currently in caretaker mode.

Attachments:

1. [Correspondance-Mark Coulton MP](#)

9.4 HUMAN RESOURCE MANAGEMENT ACTIVITIES

FILE NUMBER: GD22/8133
REPORT AUTHOR: HUMAN RESOURCE OFFICER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with information on the current human resource activities to ensure the organisation meets its statutory and legislative requirements.

RECOMMENDATION:

That Council will:

1. Receive and note the report

REPORT:

This report has been created with the view to provide regular updates to Council on key human resource matters as it relates to the continuity in the delivery of services to the community, and the associated financial impacts.

Below is a table of current recruitment processes as at 11 May 2022

Position	Closing Date	Status / Progress
Governance Officer	13 May 2022	Position currently being advertised
Community Engagement Officer	13 May 2022	Position currently being advertised
Plumber	13 May 2022	Position currently being advertised

Below is a summary of the budgeted FTE positions as at 11 May 2022:

Department	Original Budget	Adjusted Budget	Variation	Actual	Vacant
Governance	4.23	5.23	+ 1.00	3.23	2
Business Services	13.36	13.40	+ 0.04	12.40	1
Shire Services*	43.52*	44.60 *	+ 1.08	39.60	5
Total	61.11	63.23	+ 2.12	56.23	8

* Includes 3.53 FTE for casuals and 1.58 FTE for swimming pool attendants.

As indicated in previous reports, the Executive Management team will monitor the structure as part of their regular meeting agenda, with any changes in the structure reported through to Council.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPERATIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 4: A consultative and professional Council providing relevant, attainable and efficient delivery of services as per the standards set by Council and providing community development and succession planning.	Objectives 4.3 Skilled and informed Councillors and staff. 4.2 Efficient and effective services.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	Positive
Economic	Positive
Governance	Positive

Financial and Resource Implications:

Attracting quality candidates is challenging for Council which has an impact on the service delivery.

Policy, Legal and Statutory Implications:

Council has an obligation to ensure that it meets all legislative obligations as it relates to the employment relationship. In addition to reputational impact, financial penalties apply where Council is found to breach its obligations.

Risk Management - Business Risk/Work Health and Safety/Public:

Regular monitoring and review of employment related practices will assist Council in addressing financial and business risks, along with staff wellbeing.

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition:

Nil

External Exhibition:

Nil

Attachments:

NIL

9.5 PROPOSAL FOR EXTENSION OF SPECIALTY GRANT SERVICES - MORRIS & PIPER ADVISORY

FILE NUMBER: GD22/8141
REPORT AUTHOR: GENERAL MANAGER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

Council consideration for the endorsement of Morris & Piper Advisory proposal for the extension of specialty grant services for the 2022/23 financial year.

RECOMMENDATION:

That Council will:

1. Receive the report
2. Approve the engagement of Morris & Piper Advisory the extension of specialty grant services for the 2022/23 financial year.

BACKGROUND:

The 2021-22 Financial year will be the first full year period in which M&PA (Morris & Piper Advisory) have supported Council, with the first half of the year focussing primarily on acquiring grants and the second half incorporating additional grant management services. By the end of 30 June 2022, M&PA will have supported CDSC to apply for approximately \$20 million in grant funding, with grants management services spanning an even greater value of existing funding contracts.

Almost \$3.5 million in grant funding has been achieved thus far, with an average of \$550,000 per successful grant (noting the range of successful grants from \$10,000 to \$1.86 million). M&PA also anticipate a number of current pending grant applications to be approved before the end of the financial year. This secured funding alone represents an approximate 4000% return on capital invested in M&PA, not including additional funding to be retained and expedited through their increasing grants management.

There have also been several grant opportunities M&PA were not able to support CDSC within 2021-22 due to either a co-funding contribution being required, projects not being sufficiently scoped out enough, or agreement on projects not being reached in time. Due to M&PA ongoing and increasingly in-depth relationship with Council, it is expected M&PA will be able to capitalise on more of these missed grant opportunities in 2022-23.

The current retainer arrangement with M&PA is for \$6,000 (ex GST) per month, which provides 5 days per month of M&PA services. This time allocation was originally focussed on seeking out and applying for grant funding opportunities which has been successful across a range of programs. However, since December 2021, M&PA has also provided additional contracts management services. M&PA engaged an experienced contract manager to aid Council in assessing the existing state of grants management progress across legacy grants as well as to support the contract management of existing and new grants.

Due to the increased grant activity (including a number of low value, but high impact community grants) and the additional support through contract management services, it is estimated by the end of the financial year, should the current workload continue, M&PA will be approximately 10-15 days or \$12,000 - \$18,000 (ex GST) in excess of the current arrangements.

REPORT:

2022-23 Proposal:

It is clear there is not only a continuing opportunity for Council to apply for and secure additional grant funding, but to increase and improve internal grants management processes to ensure Council is minimising risk factors in the delivery and contract management of grants funding, as well as accessing all contracted funds.

Based on the anticipated workload over the 2022-23, M&PA propose increasing the number of days allocated against the retainer which would also allow them to maintain the current services as well as undertake additional needed work for the CDSC such as feasibility studies, community consultations, specific report writing (e.g., Telecommunications Review).

Based on M&PA assessment of Council needs, the 'Recommended Increase' will provide the strongest base moving forward based on existing and foreseeable successes. All options will benefit from their most discounted rate of \$1,200 (ex GST) per day, with the general inclusions as follows:

Existing Base Retainer	Minor Increase	Recommended Increase
\$72,000*	\$86,400*	\$100,800*
<ul style="list-style-type: none"> • 5 days of dedicated time • Write and apply for 2-3 grants per month • Research and monitor grant opportunities • Additional report writing • Strategic support for Council to map and align priorities with funding opportunities • Gather information and evidence to support priority projects 	<p>Existing Base Retainer +</p> <ul style="list-style-type: none"> • 1 extra day per month, including basic grants management support 	<p>Existing Base Retainer +</p> <ul style="list-style-type: none"> • 2 extra days per month including comprehensive grants management support

*ex GST

Should the sum of work carried out under the agreed retainer arrangement result in the allocated days of the retainer being exceeded, then M&PA would undertake any such additional work at their set retainer rate of \$1,200 (ex GST) per day.

Continuing to work on a retainer basis allows M&PA maximum flexibility to serve the needs of Council as requirements can be fluid and often unpredictable.

In addition to the pricing structures outlined above, there will be times when additional costs are incurred in the performance of M&PA services. These include travel and specialist advice (such as accounting, legal, etc.) and where these occur, they will be negotiated on a case-by-case basis.

Therefore, it is recommended that Morris & Piper Advisory be engage for another 12-month period (2022-23 FY) at a cost of \$100,800 to provide the following services:

- 7 days per month of dedicated time including comprehensive grants management support
- Write and apply for 2-3 grants per month
- Research and monitor grant opportunities
- Additional report writing
- Strategic support for Council to map and align priorities with funding opportunities
- Gather information and evidence to support priority projects

Council Procurement Policy Quotation and Tender Threshold values between \$30,000- \$249,000, requires three written quotes. The nature of grant administration being specialised in writing and

managing grants with the adaptability of working remote by Morris & Piper Advisory, has proven beneficial for council.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPERATIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 2: A strong regional economy supported by developing industries, strong businesses and increased employment.	<u>Objectives</u> 2.3 Improved infrastructure across the Shire.
GOAL 1: A healthy and cohesive community receiving recognition and supported by coordinated, appropriate and affordable services.	<u>Objectives</u> 1.2 Improved community services and facilities. 1.4 Improved opportunities for our communities. 1.3 Enhanced community spirit, cultural and arts awareness and pride.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	NA
Economic	Positive
Governance	Positive

Financial and Resource Implications:

Allocation of \$100,800 has been made in the 2022/23 Draft Budget.

Policy, Legal and Statutory Implications:

Procurement Policy -EXEMPTION FROM REQUIREMENT TO TENDER OR QUOTE Council can enter into an agreement without a Tender or Contract above \$5,000 and less than \$150,000 without seeking Quotations, in accordance to the Local Government Act 1993 - Section 55 (3), if:

- Council resolved that the services being sought are of such a specialised or confidential nature that it would be impractical or disadvantageous to seek Quotations or Tenders,
- A genuine emergency exists;
- Quotations are provided by an approved procurement service provider such a Local Government Procurement. In any circumstance where a decision is not to Tender, in accordance to the Local Government Act 1993 - Section 55 (3), Council must record its reasons in writing for any exemptions.

Risk Management - Business Risk/Work Health and Safety/Public:

Nil

OPTIONS:

By not engaging M&PA would result in senior Council staff having to write funding applications, undertake milestone and acquittal reports, which has not proven advantage for Council.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition:

Not required

External Exhibition:

Not required

Attachments:

1. [M&PA proposal for extension of services](#)

9.6 JUNE ORDINARY COUNCIL MEETING-CHANCE OF DATE

FILE NUMBER: GD22/8313
REPORT AUTHOR: GENERAL MANAGER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

Recommending to Council to change June’s Ordinary Council meeting from Wednesday 22 to Wednesday 29 June, 9am at the Wilcannia Council Chambers, due to the availability of the Administrator and the General Manager.

RECOMMENDATION:

That Council will:

1. Receive the report
2. June’s Ordinary Council meeting be rescheduled to Wednesday 29 June, 9am at the Wilcannia Council Chambers.

BACKGROUND:

The Ordinary Council meeting for June 2022 is scheduled for Wednesday 22 at 9am at the Wilcannia Chambers. This meeting coincides in the same week the National General Assembly is to be held from the 19-22 in Canberra. In the past the Administrator and the General Manager has attended the National General Assembly, however, have not attended in the past 2 years as the event was cancelled due to covid restrictions.

REPORT:

With the federal election to be held in late May with the potential change in leadership (government), it will be important for the Administrator and the General Manager to attend the assembly in Canberra, as number of politicians most likely will be attending the assembly.

The Administrator and the General Manager have been booked in to attend the National General Assembly from 19-22 June, which coincides with the planned June Ordinary Council meeting. Therefore, it is recommended to Council that the June Ordinary Council meeting be reschedule to the following week, Wednesday 29 June, 9am at the Wilcannia Council Chambers.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 4: A consultative and professional Council providing relevant, attainable and efficient delivery of services as per the standards set by Council and providing community development and succession planning.	<u>Objectives</u> 4.1 Effective communication and consultation with Shire communities.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	NA
Economic	NA
Governance	Positive

Financial and Resource Implications:

Nil

Policy, Legal and Statutory Implications:

Nil

Risk Management - Business Risk/Work Health and Safety/Public:

Nil

OPTIONS:

Nil

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition:

Advise staff the change of the Ordinary Council meeting date for June

External Exhibition:

Advise the public the change of the Ordinary Council meeting date for June

Attachments:

NIL

10 CORPORATE SERVICES REPORTS

10.1 CONSOLIDATION OF PARCELS AND CREATION EASEMENT FOR PUBLIC ACCESS - BONNEY STREET WILCANNIA

FILE NUMBER: GD22/7865
REPORT AUTHOR: ACTING RATES OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES

EXECUTIVE SUMMARY:

This report seeks a resolution from Council to enable the creation an easement for public access within land being acquired by Marri Ma Aboriginal Health Corporation (Marri Ma).

RECOMMENDATION:

That Council will:

1. Receive the report
2. Consent to the Consolidation of Lots 2, 3 & 4 in Deposited Plan 1201089 and Lot 111 in Deposited Plan 1201028
3. Create an easement for public access within Lot 111 in Deposited Plan 1201028

BACKGROUND:

At the Ordinary Meeting of Council on 22 September 2021, Council resolved to the sale of Lots 2, 3 & 4 in Deposited Plan 1201089 and Lot 111 in Deposited Plan 1201028 to the Marri Ma Aboriginal Health Corporation.

At the time of preparing this report, the sale process was nearing completion with settlement scheduled for 20 May 2022.

REPORT:

Marri Ma proposes to establish a community health facility on the site. A Development Application (DA) has been lodged and is presently undergoing the necessary assessment process. Additionally, a Voluntary Planning Agreement (VPA) is under negotiation and, once finalised, Council will receive a report on the matter. The VPA will require 28 days public exhibition and a further Council resolution before it can be executed. The timeline for final determination of the DA is subject to a number of external variables however that point is likely to be 3 to 4 months away.

The development by Maari Ma will be conditional upon the consolidation of Lots 2, 3 & 4 in Deposited Plan 1201089 and Lot 111 in Deposited Plan 1201028 and includes access to a viewing area over the Darling River near the existing weir.

To facilitate public access once the land sale to Marri Ma is completed, it is necessary to establish an easement within Lot 111 in Deposited Plan 1201028. The contract of sale includes a special condition that allows for the creation of the easement.

The plan of consolidation and creation of easement is attached.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPERATIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 1: A healthy and cohesive community receiving recognition and supported by coordinated, appropriate and affordable services.	<u>Objectives</u> 1.2 Improved community services and facilities.
GOAL 3: A protected and supported natural environment and a sustainable and well maintained built environment.	<u>Objectives</u> 3.1 Collaborative approach to environmental management and protection. 3.5 Well planned towns in accordance with LEP and sound planning principles.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	NA
Environmental	Positive Establishes an environmentally friendly space for public access/viewing of the Darling River
Economic	NA
Governance	NA

Financial and Resource Implications:

There are no financial impacts as the costs associated with the consolidation and easement creation are being borne by Maari Ma, as are the costs of the sale. Existing resources within Council are adequate to manage and administer the sale, lot consolidation and easement creation processes.

Policy, Legal and Statutory Implications:

Section 186 (1) of the Local Government Act 1993 (the LGA) provides: *A council may acquire land (including an interest in land) for the purpose of exercising any of its functions.*

Section 377 (1) (h) of the LGA provides that Council cannot delegate *the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment).*

As the creation of an easement creates an interest in the land, which Council is effectively acquiring, and acquisition of land cannot be delegated, Council’s resolution to create the easement is required.

Risk Management - Business Risk/Work Health and Safety/Public:

No risks identified.

OPTIONS:

No options identified.

COUNCIL SEAL REQUIRED:

Yes

The seal will need to be affixed to the Instrument creating the easement under Section 88B of the Conveyancing Act 1919, as attached.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition:

Not required

External Exhibition:

Not required.

Attachments:

1. [Plan of Consolidation Lots 2-4 DP 1201089 Lot 111 DP 1201028 and Easement for Access](#)
2. [Section 88B Instrument](#)

10.2 REVIEW OF SURPLUS LAND

FILE NUMBER: GD22/8060
REPORT AUTHOR: ACTING RATES OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES

EXECUTIVE SUMMARY:

This report aims to provide a summary of a recent review of land owned by Council.

RECOMMENDATION:

That Council will:

1. Receive and note the report

REPORT:

A review of Council’s land holding has been performed and has identified land that is surplus to Council’s needs. The primary aim of the review was to identify land that could be used to reduce /alleviate housing shortages in the three main townships of Ivanhoe, Menindee and Wilcannia

The review did not consider Crown Land over which Council has care and control i.e. limited to freehold land owned outright by Council.

The review identified 258 Council owned freehold parcels (lots) of which 165 are vacant land. Factors considered in determining what land may be surplus to Council’s needs and suit disposal include access to water, sewerage and electricity, trafficable road access, lot size, LEP land zoning and potential operational and community uses by Council.

Summary of vacant land

Location	Number of Parcels	Fully Serviced*	Suitable for Disposal
Ivanhoe	13	12	12
Menindee	7	2	2
Wilcannia	106	39	21
White Cliffs	37	Not investigated	Not considered
Other	2	Not investigated	Not considered

* Fully Serviced is defined as having town water supply, sewerage (Wilcannia only) electricity and formed/trafficable road access.

There are a range of options for disposal of surplus land, ranging from auction (including online), Expressions of Interest, Tender, to a basic For Sale listing. These and other options will be considered in the coming months.

In the interim Council has been approached by an NGO social housing provider which is interested in acquiring land to develop social housing on. Those discussions are continuing and may result in unsolicited offers to purchase. In a similar vein, at the Ordinary meeting of Council on 23 March 2022, Council resolved to transfer three properties to the Aboriginal Housing Office, for a nominal amount, to facilitate it providing additional housing for indigenous people in Wilcannia.

Before Council can consider disposal of any surplus land, most will firstly need to be reclassified from Community to Operational land under Sections 25-26 of the Local Government Act 1993 (the LGA).

Council's planning team is currently working with the Department of Planning and Environment on a review of the Local Environmental Plan that is expected to address reclassification of a significant number of parcels of land from Community to Operational.

Alternatively, Section 27 of the provides that Council may reclassify land by resolution, after a 28 day consultation process under Section 34 of the LGA.

Ultimately, any decision to dispose of land will require Council's resolution as that is a function which it may not delegate as provided by S 377 (1) (h) of the LGA.

Individual detailed reviews of non-vacant land holdings will be necessary to determine if any are suited to retention or disposal, based on community benefit and direct economic value (cost/benefit).

Attachments:

NIL

10.3 CDSC - 3 YEAR ICT STRATEGY PLAN UPDATE**FILE NUMBER: GD22/8111****REPORT AUTHOR: DIRECTOR BUSINESS SERVICES****RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES**

EXECUTIVE SUMMARY:

CDSC's existing IT Platform and associated operating infrastructure has significant exposure to both operating and cyber security risk due to its aged and outdated status. To continue "as is" for the short to medium term posed an unacceptable business and financial risk to CDSC. The considered decision to strongly mitigate those risks was to migrate to a cloud-based environment which will provide flexibility, scalability, data integrity, mitigate data loss, minimise potential business disruption and enable reliable, ongoing, robust cost-effective updating to evolving industry standards. In addition, CDSC has several programs which needed upgrading and/or updating to ensure compliance and alignment to the new Cloud based environment. Due to the lack of in-house expertise and experience, an external service provider was engaged to implement the migration project and act as our ongoing external IT support partner. Further we have also instigated an in-house IT Support team who will assess the noted IT issues before escalating to our external IT support partner's help desk

RECOMMENDATION:

That Council will:

1. Receive the report
2. Endorse the current project status update report
3. Consider any further recommendations which may be appropriate

BACKGROUND

Following a detailed review and audit of CDSC's existing IT Platform and associated operating infrastructure, it was clearly identified that CDSC had significant exposure to both operating and cyber security risk. Consequently, an external IT Company was engaged in early 2021 to fully assess the quantum of those risks and provide appropriate recommendations on how best to address them both in the short and longer term. One major outcome from that assessment was the recommendation to implement appropriate IT platforms and operating infrastructure which are simple and cost effective to maintain at up-to-date industry status. The optimal solution recommended and adopted was to migrate CDSC to a cloud-based IT Platform and associated operating infrastructure. Further, Council has reviewed all existing software platforms and updated them to functionally and operationally align with the cloud-based environment including key ones such as–

- Practical Plus (online accounting system)
- Content Manager 10 (electronic record keeping system)
- IntraMaps (mapping program)
- Pulse (management and project planning/reporting program)
- InfoCouncil (reporting program)

Council is also progressively reviewing/replacing peripheral equipment and other IT/Telco requirements which will further enhance its ability to provide community services more effectively and efficiency, eg –

- Customer Relationship Management (CRM) system to enable real-time capture, response and follow-up action to address customer inbound/outbound communications
- Electronic payroll system including timesheets, associated job costing and reporting which will significantly enhance payroll processing, job costing, reporting and minimise risk of data loss and data integrity
- Improved telecommunications infrastructure and connectivity
- Cloud-based Enterprise Resource Planning (ERP) system (integrated, real-time management of main business processes using an integrated suite of business management software applications to capture, store, manage and interpret data from all business activities).

REPORT:

The original 12-week migration project phase commenced 13 July 2021 with a 28 September 2021 target completion date. However, due to supplier availability constraints beyond Council’s control, several of the essential software programs upgrading/updating projects were unable to commence until late Dec 2021 and are due to be completed by mid-to-late Feb 2022. The migration project was successfully completed and went live per the rescheduled mid-March 2022 timeframe. There have been a range of minor operational issues identified since the new platform went live and are being resolved in real time, as and when identified. The main “live usage” issues identified to date relate to remote server access users localised connectivity to the main CDSC being unstable and insufficient capacity within the remote server environment itself to cope with the volume of Outlook activity. The consequent operational disruption to CDSC’s normal business environment has been counter-productive in several instances and is a high priority item to be addressed by both Council and our third-party IT Partner. Replacement of multi-function device fleet has commenced and is on track to be completed by the end of May 2022. Video conferencing systems upgrade to Council Chambers and Wilcannia Depot meeting room is scheduled for completion by the second half of May 2022.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Zero impact	
Environmental	Reduces equipment wastage and pollution	
Economic	Reduces hardware reliance and associated costs	
Governance	Enhances data integrity and improves speed of reporting	

Financial and Resource Implications:

CDSC is able to operate or communicate both internally and externally, onsite and remotely at anytime via an internet connection.

Reduce –

- Reliance on physical IT equipment, eg servers
- IT related costs, eg cost of servers
- Obsolescence
- Labour costs

Policy, Legal and Statutory Implications:

IT policy would need updating to reflect cloud-based platform status

Risk Management – Business Risk/Work Health and Safety/Public:

- Strongly mitigates –
 - Business continuity IT operating issues
 - Potential data loss and data integrity issues
 - Cyber Security attacks
- Zero WH&S impact
- Enables CDSC to continue providing community and business services to the general public with minimal downtime

OPTIONS:

As previously noted, continuing with the existing aged platform and infrastructure will potentially result in major system failures within the short to medium term.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Exhibition**

Not applicable

External Exhibition

Not applicable

Attachments:

1. [CDSC - APR22v1 - ICT Strategy Update Report](#)

11 SHIRE SERVICES REPORTS

11.1 ENVIRONMENTAL REPORT

FILE NUMBER: GD22/8094

REPORT AUTHOR: ENVIRONMENTAL ENGINEER

RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

This report is to provide a summary of Council’s Environment Services statistics for April 2022.

RECOMMENDATION:

That Council will:

1. Receive the report

REPORT:

<u>Statistics for April 2022</u>		
Development approvals	Number of DAs Approved – New Dwellings	0
	Number of DAs Approved – Renovation	0
	Number of DAs Approved – Other	1
	Total Value of DAs Approved	\$100,000.00
	Number of Construction Certificates Issued	0
	Number of Complying Development Certificates Issued	0
	Number of LGA S68 Approvals	0
Food Safety	Food Premises Inspected	2 (Wilcannia)
Water Sampling	Microbiology Samples Collected	10 samples
	Chemistry Samples Collected	0
	Pesticide samples	2
	Radiological samples	0
	Algae samples	0
	Non-Compliant Samples	2 samples (Whitecliffs Caravan Park Total coliform non-compliant; and total coliform on Ivanhoe water treatment plant)

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
<p>GOAL 1: A healthy and cohesive community receiving recognition and supported by coordinated, appropriate and affordable services.</p>	<p><u>Objectives</u></p> <p>1.1 Closer co-operation and cohesion between community groups.</p> <p>1.2 Improved community services and facilities.</p> <p>1.3 Enhanced community spirit, cultural and arts awareness and pride.</p> <p>1.4 Improved opportunities for our communities.</p> <p>1.5 Enhanced public order and safety.</p>
<p>GOAL 3: A protected and supported natural environment and a sustainable and well maintained built environment.</p>	<p><u>Objectives</u></p> <p>3.1 Collaborative approach to environmental management and protection.</p> <p>3.2 Improved town entrances and streetscapes.</p> <p>3.3 Safe and reliable water supplies and road networks for Shire communities.</p> <p>3.4 Improved infrastructure across the Shire.</p> <p>3.5 Well planned towns in accordance with LEP and sound planning principles.</p>

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	Positive
Economic	Positive
Governance	NA

Attachments:

NIL

11.2 ROADS AND AERODROMES REPORT**FILE NUMBER: GD22/8163****REPORT AUTHOR: DIRECTOR SHIRE SERVICES****RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES**

EXECUTIVE SUMMARY:

The purpose of this report is to provide an update on road and aerodrome maintenance and capital works expenditure within the Central Darling Local Government Area

RECOMMENDATION:

That Council will:

1. Receive and note the report

REPORT:**State Roads**

Council are engaged by Roads and Maritime Services (RMS) to maintain the State Highway network within the Shire boundaries. The two State Highways are the Barrier Highway and the Cobb Highway.

Council are engaged under contract conditions specified under the Routine Maintenance Council Contract (RMCC). The contract details routine works required to be completed throughout the year and capital works which are supplied to Council via a Works Order (WO).

2021/22 RMCC Routine Maintenance preliminary allocation is: \$1,049,000

2021/22 RMCC Works Orders issued this financial year include

1. HW21 111.22.01 Rosewood South IS Project \$2,321,646
2. HW21 111.22.02 Gravel Supply Rosewood Sth \$225,000
3. HW21 111.21.03 Gravel Supply Kerpa \$675,000
4. HW21 111.22.04 Rosewood Sealing \$224,466
5. HW21 111.22.05 Mt Manara South Sealing \$218,446
6. HW21 111.22.06 Segment 2420 Full Rehab \$804,947
7. HW21 111.22.07 Mt Manara Sth Gravel Supply \$568,440
8. HW8 111.22.08 Heavy Patching \$117,985
9. HW21 111.22.09 Heavy Patching \$399,163
10. HW8 111.22.10 Reseals \$433,882
11. HW21 111.22.11 Reseals \$338,694
12. HW21 111.22.17 Bushley IS Project \$1,502,639
13. HW21 111.22.18 Slamannon Pit Rehabs \$58,416
14. HW21 111.22.19 Burndoo Bore Decommissioning \$45,144

Total \$8,024,885

Works Description	Original Budget	% Expended	Remaining budget
RMCC Routine	\$1,048,240	84%	\$172,625
WO 2021/22	\$8,024,885	44%	\$4,506,693

Regional Roads

Council maintains 790km of Regional Roads throughout the Shire.

2021/22 Regional Road Block Grant amount (including traffic and supplementary components) has not been confirmed. The figures below reflect the 2020/21 allocation. Payments to Council's will be made in July and January with any reconciliations required being done in January following State (RMS) budget adoption.

2021/22 Regional Roads Repair Program was successful with \$400,000 being 50% of the project costs. The remaining funds is proposed to be sourced from the Regional Roads Block Grant which is reflected in the table below. MR433 Ivanhoe-Menindee Rd, 3km reconstruction and seal.

Works Description	Original Budget	% Expended	Remaining Budget
Regional Road Block Grant	\$2,233,000	100%	\$0
Regional Roads Repair Program	\$975,000	8%	\$899,459

Local Roads

Council maintains 1600km of Local Roads throughout the Shire.

2021/22 The Financial Assistance Grant – Local Roads Component, has not been confirmed. Estimated on last year's allocation as \$1,655,000

2021/22 Roads to Recovery (R2R) allocation is \$695,670. Three capital improvement projects are proposed to be delivered this year.

Water NSW have engaged Council to undertake Upgrade works to Union Bend Rd, Wilcannia. The project aims to provide all weather access for the new weir construction traffic scheduled for commencement 2022. The project will be delivered in 3 stages, stage 1 is programmed to commence Tuesday 7 December 2021

Council was successful with the State funded "Fixing Local Roads" Program. \$1,860,000 funding and co-contribution of \$186,000 project total of \$2,046,000. The project will involve realignment of road sections to ensure the road lies within the road reserve, meeting Transport for NSW

requirements, bulk earthworks for formation works, additional culverts and drainage works to ensure infrastructure longevity and sealing and line marking of 3.1km.

Works Description	Original Budget	% Expended	Remaining Budget
Local Roads Component (FAG)	\$1,655,000	47%	\$882,440
Woore Street (R2R)	\$201,670	100%	\$0
Trida Road (R2R)	\$220,000	100%	\$0
Moolah-Trida Road (R2R)	\$274,000	89%	\$29,380
Union Bend Rd, stage 1	\$559,474	40%	\$336,717
Fixing Local Roads, Smiths Hill Rd	\$2,046,000	3%	\$1,992,909

Aerodromes

Council maintains 6 aerodromes throughout the Shire; Wilcannia, Menindee, Ivanhoe, White Cliffs, Tilpa and Emmdale.

The Remote Aerodrome Upgrade Prograde (RAUP) funding was granted for the Wilcannia aerodrome resealing and linemarking project. The works are funded up to \$150,000 with in kind contribution from Council for \$107,000

Works Description	Original Budget	% Expended	Remaining Budget
Aerodromes R&M	\$124,000	126%	-\$32,806
RAUP 2021/22	\$257,000	4%	\$246,668

Attachments:

NIL

11.3 SERVICES UPDATE

FILE NUMBER: GD22/8166
REPORT AUTHOR: DIRECTOR SHIRE SERVICES
RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

The purpose of this report is to provide an update on the services expenditure on all associated assets within the Central Darling Local Government Area

RECOMMENDATION:

That Council will:

1. Receive and note the report

REPORT:

Services:

Works Description	Original Budget	% Expended	Remaining Budget
Parks & Gardens/ Sporting Facilities	\$126,500	166%	-\$88,875
Ancillary Works	\$236,500	52%	\$112,635
Street Cleaning/Bins	\$175,000	97%	\$5,656
Buildings	\$882,850	44%	\$497,338
Swimming Pools	\$345,000	87%	\$43,382
Domestic Waste	\$190,000	90%	\$18,916

Services Capital Works

Council has received funding to improve facilities throughout the Shire through the Building Stronger Country Communities Projects for Round 1, 2 and 3. The table below reflects expenditure and progress to date.

Projects included in each funding stream are detailed below

Stronger Country Communities Round 1 is completed. Works included the Refurbishment of community meeting places in Ivanhoe, Menindee, Wilcannia, White Cliffs, Tilpa and Wilcannia.

Stronger Country Communities Round 2

Menindee Swimming Pool	\$39,300.00
Menindee Burke and Wills Park	\$187,500.00
Menindee Pistol Club	\$31,880.00
Ivanhoe Swimming Pool	\$140,300.00
Ivanhoe Oval	\$99,430.00
Wilcannia Swimming Pool	\$96,500.00
Wilcannia Burke Park - Field	\$196,965.00
Wilcannia Burke Park - Canteen	\$8,000.00
White Cliffs Swimming Pool	\$16,000.00
White Cliffs Gymkhana	\$89,500.00
White Cliffs Sporting Club	\$50,720.00
Tilpa Tennis Courts	\$20,000.00
Menindee Streetscape	\$45,000.00
Ivanhoe Streetscape	\$25,000.00
Wilcannia Streetscape	\$65,000.00
White Cliffs Community Hall	\$56,855.00
White Cliffs CWA	\$35,794.00
White Cliffs War Memorial	\$32,000.00
Tilpa Community Hall	\$20,600.00
Tilpa Park - Recreation	\$12,450.00
Darnick Community Hall	\$17,290.00
Sunset Strip Community Hall	\$109,000.00

Stronger Country Communities Round 3

Wilcannia Skate Park	\$260,000.00
Menindee Toilet Refurbishment	\$50,000.00
Murals on Caravan park administration Building and local Hotel	\$30,000.00
Installation of Playgrounds ad minor upgrades	\$188,340.00
Installation of Children’s Adventure playground - Sunset Strip	\$85,000.00
Soundshell	\$50,000.00
Youth Leadership Expedition	\$97,000.00

Works Description	Original Budget	% Expended	Remaining Budget
Building Stronger Country Communities Round 1	\$893,640.00	100%	\$0
Building Stronger Country Communities Round 2	\$1,395,084	99%	\$13,561
Building Stronger Country Communities Round 3	\$760,340	53%	\$359,972

Attachments:

NIL

11.4 WATER AND SEWER UPDATE

FILE NUMBER: GD22/8167
REPORT AUTHOR: DIRECTOR SHIRE SERVICES
RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

The purpose of this report is to provide an update on water and sewer maintenance, capital works and expenditure on all assets within the Central Darling Local Government Area.

RECOMMENDATION:

That Council will:

1. Receive and note the report

REPORT:

Water & Sewerage Operations:

- Wilcannia’s potable water supply is sourced from the Darling River Weir Pool
- White Cliffs town water supply is sourced from Wakefield Tank. Wakefield Tank storage supply is 7.8m, 10 months’ supply remaining.
- Ivanhoe town water supply is currently being sourced from Morrison’s Tank. Morrison’s Tank is at capacity, 410 megalitres. 20 months’ supply remaining
- The Aboriginal Communities Water and Sewer Program contributes to Councils operational costs for services supplied to the Wilcannia Mallee and Waralli precincts.

Works Description	Original Budget	% Expended	Remaining Budget
Wilcannia Water	\$311,500	77%	\$70,851
Wilcannia Sewer	\$131,500	34%	\$86,977
White Cliffs Water	\$167,000	53%	\$78,913
Ivanhoe Water	\$273,000	81%	\$52,070
Aboriginal Communities Water and Sewer program	\$144,770	22%	\$112,234

Water and Sewer Capital Works

- Council awarded the contract for new Water Treatment Plants at Wilcannia, Ivanhoe and White Cliffs on 1 July 2021 to Membrane Systems Australia. Council submitted the 100% Design and application for Section 60 approval on 31 January 2022. Comments and design amendments are being addressed to resubmit by Friday 7 May 2022.

Works are expected to commence at White Cliffs end of May 2022 pending Section 60 approval from DPE Water and Covid-19 restrictions. The current program aims to complete all 3 Water Treatment by June 2024

MSA visited all 3 locations 7 March to 9 March 2022 and are finalising drawings at present.

- The White Cliffs Reticulation design has been completed, Environmental inspections including Aboriginal Cultural Heritage Assessment have been completed and Aboriginal Heritage Impact permit (AHIP) was applied for 17 February 2022. Date for calling tenders for civil works here is subject to receipt of the AHIP as this will form part of tender documentation. Public Works Advisory have been engaged to manage the design and tender process.
- Smart meters and valve replacements are scheduled for 2021/22 in Ivanhoe and Wilcannia.

The table below reflects expenditure to date for Capital Projects.

Works Description	Original Budget	% Expended	Remaining Budget
White Cliffs WTP and Retic	\$5,500,000	15%	\$4,650,247
Wilcannia WTP	\$3,500,000	27%	\$2,550,028
Ivanhoe WTP	\$2,500,000	25%	\$1,875,178
Smart Meters	\$50,000	0%	\$50,000
Valve Replacements	\$150,000	5%	\$142,900

Attachments:

NIL

11.5 ON-SITE SEWAGE MANAGEMENT POLICY

FILE NUMBER: GD22/8205
REPORT AUTHOR: DIRECTOR SHIRE SERVICES
RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with the Draft On-Site Sewage Management Policy to review and seek community feedback via Public Exhibition period of 28 days.

RECOMMENDATION:

That Council will:

1. Endorse the Draft On-Site Sewage Management Policy and
2. Place on Public Exhibition for a period of 28 days and
3. Report back to Council following the Public Exhibition period.

BACKGROUND:

Wilcannia is the only town within the Shire that has a reticulated sewage system. All other towns, villages and properties manage human waste via on-site sewage management systems.

These systems include septic tanks, collection wells, aerated wastewater treatment systems and other sewage management facilities.

Council's are required to inspect and keep a data base of OSSM's and ensure property owners are aware of their responsibilities with regards to management of these systems.

There is no Policy in place to assist staff inspect, assess and report on findings of OSSM's.

REPORT:

The Draft Policy attached aims to:

- Adopt a relationship approach with householders and service agents to provide continual support and improvement for the management of OSSM systems.
- Set out the process for the assessment and approval to install new OSSM systems as well as the on-going operation of each system.
- To ensure service agents for Aerated Wastewater Treatment Systems (AWTS) are approved by Council and the quarterly reports are submitted to Council and noted.
- Define Council's role in the effective regulation of OSSM systems in the Central Darling Shire LGA to ensure public health and the environment is protected.

LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:

Community Plan Strategic Plan Outcomes	Delivery Outcomes
GOAL 3: A protected and supported natural environment and a sustainable and well maintained built environment.	<u>Objectives</u> 3.1 Collaborative approach to environmental management and protection.

SUSTAINABILITY ASSESSMENT:

	Assessment
Social	Positive
Environmental	Positive
Economic	Negative
Governance	Positive

Financial and Resource Implications:

Council Environmental and Planning staff will be required to inspect, assess and record findings on a data base. Existing staff and resources may not be adequate to complete this task in a timely manner. Outsourcing the inspections may be an option if within set budget parameters.

Policy, Legal and Statutory Implications:

This policy refers to:

- The Local Government Act 1993
- Local Government(General) Regulation 2005
- Environmental Planning and Assessment Act 1979
- Environmental Planning and Assessment Regulation 2000
- Plumbing and Drainage Act 2011; and
- Protection of the Environment Operations Act 1997
- Plumbing and Drainage Regulation 2017

Risk Management - Business Risk/Work Health and Safety/Public:

The Policy aims to meet statutory regulations required by Council's and reduce Business Risk. Inspections will identify risk to the Public and reduce possible Environmental harm.

OPTIONS:

Do not endorse the OSSM Policy and investigate alternate ways to manage OSSM systems.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition:

Nil

External Exhibition:

As detailed in the recommendation above, Public Exhibition period for 28 days.

Attachments:

1. [OSSM Draft Policy](#)

11.6 POONCARIE ROAD – PROGRESS REPORT**FILE NUMBER: GD22/8339****REPORT AUTHOR: PROJECT ENGINEER****RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES**

EXECUTIVE SUMMARY:

- The main scope of the Pooncarie Road project is to seal 61km of road section south of Menindee, NSW. Construction work commenced on 18th January.
- To date, the project team has sealed 0-12km and 20-24km, and now these sections are open for traffic.
- The federal government approved an additional \$14.6 million (including contingencies) for the project. This allows the council to complete a total of 61km of the project.
- The Indigenous Participation target is 21.58% of the total project cost. Indigenous business Blore has been given two sections of the road construction work. This is equivalent to \$7,477,180, 84% of the project cost for earthworks. Furthermore, Barkandji native group monitors are involved in the project.
- During the last four months, project teams have shown good progress and are on track to complete the remaining work as scheduled. Within the next few months project team can add another 13km of sealed sections.
- The project team took a break during the Easter holidays (15-18 April), however, could not restart work on the 19th of April due to heavy rain. Construction work started on 09th May and works may be further delayed due to prolonged bad weather.
- Priority has been given to complete 12-20km then the site team will focus on road maintenance works. Heavy rain is forecasted tomorrow (11th May), and priority will be given to the road maintenance work as soon as ground conditions are favourable.

RECOMMENDATION:

That Council will:

1. Receive and note the report

REPORT:

Project teams currently work between 12-20km, 40-45km and 31-39km. At the moment, project teams are on track to complete another 13 km by mid-2022.

PROJECT STATUS

Section/Location	Current activities and progress
12-20km	The stabilisation crew will mobilise on the 14 th of May 2022. Depending on the weather sealing work of this section can be completed by the end of May (or early June)
25-40km	Maintenance work on side-tracks.
31-39km	Earthworks and side-track maintenance.
40-45km	CDSC has completed earthworks and planning to seal this section by the end of June 2022.
Karoola Homestead-Environmental approval for the proposed realignment	Archaeologists have excavated 26 pits across four locations and working on the required documentation works. Planning to get the required environmental approval by Oct 2022.
Bono pit	Work on hold as sufficient gravel material is available at the moment.

The following table summarises project constraints,

Schedule	Funding authorities have approved the revised construction schedule and budget. However, planning to complete major construction works by December 2023. Recent rain events damaged many sections of the road. Further, due to heavy rain events construction works were delayed for more than three weeks. However, the council still hoping to complete at least half of the road construction works by mid-2022.
Cost	The council received an extra \$14.6 million (including contingencies) through the Federal government budget to complete the project. To date, the project cost is \$14.5 million.
Safety	No issues to report
Risk	No major issues to report. However, unfavourable weather impact project progress.
Resourcing	
Quality	No issues to report
Other issues	

PLANNED ACTIVITIES FOR THE COMING MONTH (with scheduled completion dates)

- Stabilisation works (12-20km)- 30th May 2022
- Sealing works (12-20km) -Early June 2022
- Stabilisation works (40-45km) – End of June 2022
- Sealing works (40-45km)- End of June 2022
- Line marking (5-12km, 20-25km) - End of May/Early June depending on weather and other activities.
- Road maintenance work (full length including sidetracks).

Attachments:

NIL

12 MINUTES OF COMMITTEE MEETINGS

Nil

13 CONFIDENTIAL MATTERS

Nil

14 RESOLUTION TRACKER

Nil

15 MEETING CLOSE

The Ordinary Council Meeting will be declared closed by the Mayor/Administrator.

The next Ordinary Council Meeting will be held on Wednesday, 22 June 2022 in Council Chambers, 21 Reid Street, Wilcannia at 9 am.

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE
COUNCIL CHAMBERS, 21 REID STREET, WILCANNIA
ON WEDNESDAY, 27 APRIL 2022**

PRESENT: Administrator, Bob Stewart

IN ATTENDANCE: Greg Hill (General Manager)
Reece Wilson (Director Shire Services)
Gordon Seeto (Director Business Services)
Glenda Dunn (Cr)
Kevin Smith (Cr)
Gemma Dillon (Cr)
Darryl Telfer (Cr)
Gokul Chandran (Cr)
Evelyn Pollard (Cr)
Janette Bussell (Cr)

1 OPENING OF MEETING

The meeting was declared open at 9am

2 ACKNOWLEDGEMENT OF COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by the Administrator, Bob Stewart.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

Nil

3.2 LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTEREST

Pursuant to the Mode Code of Conduct for Local Councils in NSW Councillors and Council staff are required to declare any pecuniary or non-pecuniary conflicts of interest.

RECOMMENDATION:

That the Disclosures of Interest – Pecuniary and Non–Pecuniary be received and noted.

No declarations were received.

5 CONFIRMATION OF MINUTES

5.1 PREVIOUS MEETING MINUTES

RECOMMENDATION:

That the minutes of the Ordinary Council Meeting held on 23 March 2022 be received and confirmed as an accurate record.

6 NOTICE OF MOTION

MOTION

RESOLVED: OCM 01-04-2022

Mover: Administrator Bob Stewart

That Council appoints the Mayor/Administrator of Central Darling Shire as its representative on the Local Emergency Management Committee.

CARRIED

Nil

7 MAYORAL (ADMINISTRATOR) MINUTE(S)

7.1 MAYORAL MINUTE -

Administrator Stewart provided an overview of a very busy month, including attending the LGNSW Special Conference which included advocacy meetings with 5 ministers and the NSW Joint Organisation Chairs Forum.

Current valuable strategic work being undertaken are Community Strategic Planning; Transport Study; Destination Management Plan and current/future governance planning for the shire in moving forward from administration.

8 FINANCIAL REPORTS

8.1 ADDITIONAL SPECIAL RATE VARIATION 2022-23

RECOMMENDATION:

That Council will:

1. Receive the report
2. Central Darling Shire not proceed to apply for an Additional Special Variation under section 508(2) of the Local Government Act 1993.

8.2 OUTSTANDING RATES AND CHARGES UPDATE

RECOMMENDATION:

That Council will:

1. Receive the report
2. Receive a further report at the Ordinary meeting of Council in July 2022 on progress of efforts to reduce outstanding Rates and Charges.
3. Adopt the Draft Debt Recovery Policy and to be placed on the website.

8.3 CASH & INVESTMENTS REPORT MARCH 2022

RECOMMENDATION:

That Council will:

1. Receive and note the report.

8.4 SMART WATER METERS, METER READING AND BILLING UPDATE

RECOMMENDATION:

That Council will:

1. Receive the report
2. Receive further reports on Smart Water Metering, Meter Reading and Billing at the Ordinary Meeting of Council scheduled for 27 July 2022.
3. Receive future updates on Water Consumption Account collections through Outstanding Rates and Charges Update reports.

8.5 FINANCIAL PERFORMANCE REPORT

RECOMMENDATION:

That Council will:

1. Receive the report

8.6 COUNCIL 2021-22 CURRENT GRANTS REGISTER

RECOMMENDATION:

That Council will:

1. Receive the report

9 GOVERNANCE REPORTS

9.1 BAAKA CULTURAL CENTRE - EMPLOYMENT OF EXECUTIVE OFFICER

RECOMMENDATION:

That Council will:

1. Receive the report
2. Council employs an Executive Officer for the Baaka Cultural Centre for a period of 18 months, with the following conditions:
 - (a) All cost of employment to be funded by \$600k funding by the State Government.
 - (b) Management of the Executive Officer falls under the General Manager
 - (c) On employment of the Executive Officer, an advisory committee be established consisting of representatives outlined in the report, but not limited to other business specialists and community members, at the committee's discretion.

9.2 COUNCIL NOMINATION FOR MURRAY DARLING ASSOCIATION REGION 4 EXECUTIVE COMMITTEE

RECOMMENDATION:

That Council will:

1. Receive the report
2. Council endorses the nomination of the General Manager for MDA Region 4 Executive Committee.

9.3 COMMUNITY DONATIONS POLICY

RECOMMENDATION:

That Council will:

1. Receive the report
2. Endorse the revised Policy to be placed on public exhibition for a period of 28 days.
3. Receive a report at the June meeting outlining any submissions received.

9.4 FILMING IN THE SHIRE

RECOMMENDATION:

That Council will:

1. Receive the report
2. Endorse the Policy to be placed on public exhibition for 28 days
3. Receive a further report at the June meeting outlining any submissions received.

9.5 CORRESPONDANCE- HON. DUGALD SAUNDERS MP

RECOMMENDATION:

That Council will:

1. Receive and note the report

9.6 COMMUNITY STRATEGIC PLAN

RECOMMENDATION:

That Council will:

1. Receive the report
2. Endorse the suite of documents that make up the Integrated Planning and Reporting Framework to go on public exhibition for 28 days.
3. A further report to be prepared, outlining any submissions received, be presented to the June meeting of Council to adopt the IP&R Framework documents.

9.7 HUMAN RESOURCE MANAGEMENT ACTIVITIES

RECOMMENDATION:

That Council will:

1. Receive the report

10 CORPORATE SERVICES REPORTS

Nil

11 SHIRE SERVICES REPORTS

11.1 ENVIRONMENTAL DEPARTMENT REPORT

RECOMMENDATION:

That Council will:

1. Receive the report

11.2 AIRPORTS

RECOMMENDATION:

That Council will:

1. Receive the report
2. Write to Mark Coulton requesting financial assistance in the operational management of the airport due to the airport being used for medical evacuations.
3. Write to NSW State Government requesting financial assistance in the operational management of the airport due to the airport being used for medical evacuations.
4. Have discussions with RFDS potentially decertifying the 3 air strips or sourcing additional funding for the ongoing operational maintenance to the current standard.
5. Further report be presented for council at a later date.

11.3 ROADS AND AERODROMES REPORT

RECOMMENDATION:

That Council will:

1. Receive and note the report

11.4 SERVICES UPDATE

RECOMMENDATION:

That Council will:

1. Receive and note the report

11.5 WATER AND SEWER UPDATE

RECOMMENDATION:

That Council will:

1. Receive and note the report

11.6 POONCARIE ROAD UPDATE

RECOMMENDATION:

That Council will:

1. Receive and note the report
2. A monthly report be presented for project updates.

12 MINUTES OF COMMITTEE MEETINGS

12.1 COMMITTEE AGM MEETING MINUTES FOR MENINDEE COMMON 28/2/2022

RECOMMENDATION:

1. That the Minutes of the Menindee Common held on 28-2-22 be received and noted.

13 CONFIDENTIAL MATTERS

Nil

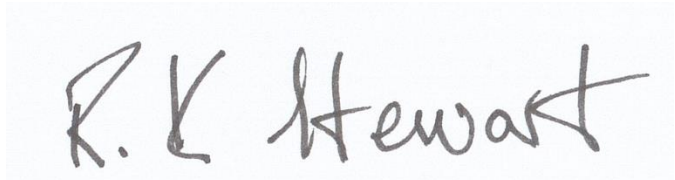
14 RESOLUTION TRACKER

Nil

15 MEETING CLOSE

There being no further business to discuss, the meeting was closed at **9.37am**.

The minutes of this meeting were confirmed at the Ordinary Council Meeting of the Central Darling Shire Council held on Wednesday, 25 May 2022.

A rectangular box containing a handwritten signature in black ink that reads "R. K. Hewart".

.....

ADMINISTRATOR

**MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD IN THE
COUNCIL CHAMBERS, 21 REID STREET, WILCANNIA
ON WEDNESDAY, 18 MAY 2022**

PRESENT: Administrator, Bob Stewart

IN ATTENDANCE: Greg Hill (General Manager)
Reece Wilson (Director Shire Services)
Gordon Seeto (Director Business Services)
Glenda Dunn (Cr)
Kevin Smith (Cr)
Gemma Dillon (Cr)
Darryl Telfer (Cr)
Gokul Chandran (Cr)
Evelyn Pollard (Cr)
Jennie Geerdink (Cr)
Sharon Brock (Cr)
Jamie Parsons (Cr)
Janette Bussell (Cr)

1 OPENING OF MEETING

The meeting was declared open at 9am

2 ACKNOWLEDGEMENT OF COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by the Administrator, Bob Stewart.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

Nil

3.2 LEAVE OF ABSENCE

Nil

4 DISCLOSURES OF INTEREST

Pursuant to the Mode Code of Conduct for Local Councils in NSW Councillors and Council staff are required to declare any pecuniary or non-pecuniary conflicts of interest.

RECOMMENDATION:

That the Disclosures of Interest – Pecuniary and Non–Pecuniary be received and noted.

No declarations were received.

5 CORPORATE SERVICES REPORTS

5.1 DRAFT 2022-23 INTEGRATED PLANNING AND REPORTING DOCUMENTS FOR PUBLIC EXHIBITION

RECOMMENDATION:

That Council will:

1. Receive the report
2. Endorse the DRAFT 2022-23 Integrated Planning and Reporting documents incorporating:
 - (a) • Draft 2022-23 Operational Plan
 - (b) • Draft 2023-32 Long-Term Financial Plan
 - (c) • Draft 2022-23 Revenue Policy
 - (d) • Draft 2022-23 Fees and Charges Schedule
 - (e) • Draft 2022-23 Operational Budget
3. Place the Draft documents on public exhibition for 28 days, seeking community submissions for consideration prior to adopting the documents at the June 2022 council meeting

6 MEETING CLOSE

There being no further business to discuss, the meeting was closed at **9.15am**.

The minutes of this meeting were confirmed at the Ordinary Council Meeting of the Central Darling Shire Council held on Wednesday, 25 May 2022.

.....
ADMINISTRATOR