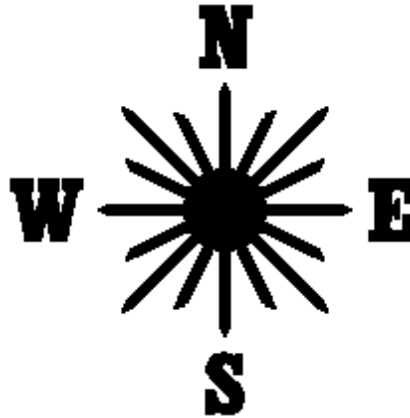


## **Mission Statement**

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

# **CENTRAL DARLING**



# **SHIRE COUNCIL**

## **Agenda**

**For the Ordinary Meeting**

**Wednesday 23 November 2016 at 9:00am**

**In the Council Chambers**

**Wilcannia**

**Council dedicated to serving its Communities**

*Any public discussion of Council or Committee reports and recommendations is on the basis that such reports or recommendations do not have effect until adopted by a full meeting of Council.*

The Ordinary Meeting of Council will be held in the Council Chambers, Wilcannia on Wednesday 23 November 2016 commencing at 9:00am.

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## SECTION 1. ATTENDANCE

### **PRESENT:**

Greg Wright	Administrator
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### **ALSO PRESENT:**

Michael Boyd	General Manager
Reece Wilson	Director Shire Services
Jacob Philp	Director Business Services
Pam Roncon	Executive Officer

## SECTION 2. DISCLOSURES OF INTEREST – PECUNIARY AND NON PECUNIARY

### ***RECOMMENDATION:***

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

## SECTION 3. PUBLIC ACCESS – QUESTIONS AND COMMENTS FROM THE PUBLIC

Council's policy in regards to public access to Council Meetings states:

- public access to monthly meetings of Council is listed as an agenda item;
- each member of the public seeking to address Council is to register with the General Manager prior to commencement of the Council meeting. Each member of the public is to complete a "registration form" obtained from Council staff. The registration form seeks the proposed topic or topics in public access to be stated;
- each registered member of the public address is limited to five minutes; and
- all matters raised in public access are recorded and a response provided at the Council meeting or in writing within one month after meeting date.

Note: The Council registration form indicates only policy making and strategic matters are permitted in public access. Operational matters are to be addressed/raised separately with the General Manager. Comments/statements made at Council Meetings are not subject to Parliamentary Privilege.

## SECTION 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### ***RECOMMENDATION:***

*That the minutes of the Ordinary Meeting of the Council held on 26 October 2016, be taken as read and confirmed as a correct record of the proceedings of the meeting.*

### 4.1 BUSINESS ARISING FROM MINUTES

*Nil.*

## SECTION 5. ADMINISTRATOR'S MINUTE REPORT

*To be Tabled.*

## SECTION 6. DETERMINATION REPORTS

### 6.1 RECEIPT OF AUDITED FINANCIAL STATEMENTS – PERIOD ENDING 30 JUNE 2016

#### **Summary**

The purpose of this report is to provide Council with the Audited Financial Statements for the period ending 30 June 2016.

#### **Commentary**

Council has received the audited financial statements for the period ending 30 June 2016 together with the independent auditor's report. The report and statements have been forwarded to the Office of Local Government.

The audited financial statements, provided to Council under separate cover, advise that during the period ending 30 June 2016, the Council traded a net operating surplus of \$1,265,000.

#### **Policy Implications**

Nil.

#### **Financial Implications**

The audited financial statements advise that during the period ending 30 June 2016, the Council traded a net operating surplus of \$1,265,000.

#### **Legal Implications**

Receipt of the Financial Statements will ensure Council complies with Section 419 of the *Local Government Act 1993*.

#### **Community Consultation:**

Nil.

#### ***RECOMMENDATION:***

***That Council note the receipt of the Audited Financial Statements for the period ending 30 June 2016 and the Independent Auditor's Report.***

### 6.2 SECTION 438 LOCAL GOVERNMENT ACT 1993 – NOTICE TO ISSUE A PERFORMANCE IMPROVEMENT ORDER

#### **Summary**

The purpose of this report is to enable Council to acknowledge receipt of a Section 438a (LGA1993) Notice of Intention to Issue a Performance Improvement Order and to authorise the Administrator

to respond accordingly.

**Commentary**

Section 416 (1) of the *Local Government Act 1993* requires that a council's financial reports for a year must be prepared and audited within the period of four months after the end of that year. Section 416(2) enables the Council to apply to the Departmental Chief Executive for an extension of that period.

Council is also required to submit those audited statement to the Minister of Local Government within the same timeframe in accordance with the Local Government Code of Accounting Practice and Financial Reporting.

Due to a number of factors, some external and arguably outside of the Council's control, Council has failed to satisfy the requirements of Section 416(1) of the Act, and the Minister, under Section 438A, has served the Council with a Notice of Intention to Issue a Performance Improvement Order.

In the notice, the Minister has indicated that the failure by Council to prepare audited financial reports within the four-month statutory period demonstrates that the Council is not functioning properly.

Council is given 14 days to respond to the Notice of Intention to Issue a Performance Improvement Order. The Minister will then consider the Council's response and then determine whether he is satisfied with the Council response, and if not, whether he will issue a Performance Improvement Order.

It is proposed that the Administrator be authorised to respond to the Minister 's request.

**Policy Implications**

Nil.

**Financial Implications**

Nil.

**Legal Implications**

Council has failed to satisfy the requirements of Section 416(1) of the Act, and the Minister, under Section 438A, has served the Council with a Notice of Intention to Issue a Performance Improvement Order.

**Community Consultations**

Nil.

***RECOMMENDATION:***

***Council acknowledge receipt of a Section 438a (LGA1993) Notice of Intention to Issue a Performance Improvement Order from the Minister of Local Government and authorise the Administrator to respond accordingly.***



## 6.3 ANNUAL REPORT – JULY 2015 – JUNE 2016

### Summary

The purpose of this report is to provide Council with an Annual Report in accordance with the provisions of Section 428 of the *Local Government Act 1993*.

### Commentary

Section 428 of the *Local Government Act 1993* provides a requirement that:

- (1) *Within five months after the end of each year, a council must prepare an annual report for that year reporting as to its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.*
- (2) *The annual report in the year in which an ordinary election of councillors is to be held must also report as to the council's achievements in implementing the community strategic plan over the previous four years.*
- (3) *An annual report must be prepared in accordance with the guidelines under section 406.*
- (4) *An annual report must contain the following:*
  - (a) *a copy of the council's audited financial reports prepared in accordance with the Local Government Code of Accounting Practice and Financial Reporting published by the Department, as in force from time to time,*
  - (b) *such other information as the regulations or the guidelines under section 406 may require.*
- (5) *A copy of the council's annual report must be posted on the council's website and provided to the Minister and such other persons and bodies as the regulations may require. A copy of a council's annual report may be provided to the Minister by notifying the Minister of the appropriate URL link to access the report on the council's website.*

This report is to advise that the annual report will be provided under separate cover prior to the Council meeting as the document is still being prepared at the time of the distribution of the agenda due to the delay in the provision of the financial statements. It is noted that the report is legislatively required to be presented to Council by the end of November.

### Policy Implications

Provision of the report will evidence that Council continues to meet its legislative responsibilities relating to the Calendar of Compliance and Reporting Requirements as prepared by the Division of Local Government, NSW Department of Premier and Cabinet.

### Financial Implications

Nil.

### Legal Implications

Nil.

## Community Consultation

Nil.

### **RECOMMENDATION:**

***That Council receive and note the Annual Report 2015-2016 in accordance with Section 428 of the Local Government Act 1993.***

## 6.4 QUARTERLY PERFORMANCE REPORT Q1 – JULY TO SEPT 2016

(ATT. 1)

### **Summary**

The purpose of this report is to provide Council with a quarterly budget review in accordance with the provisions of Regulation 203 of the *Local Government (General) Regulation 2005*.

### **Commentary**

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

- (1) *Not later than two 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.*
- (2) *A budget review statement must include or be accompanied by:*
  - (a) *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*
  - (b) *if that position is unsatisfactory, recommendations for remedial action.*

When the Council adopted the Budget in June this year, three requests for financial assistance from community groups were deferred until such time as the QPR1 was considered by Council. In the main, the primary reason for the deferral was due to the low level of cash surplus (\$11,000) that was projected for 2016-17 in the adopted budget.

Those deferred requests were:

- Far West RDA - \$7,500, to assist with the employment of a regional grants facilitator.
- Wilcannia Tourism - \$12,500 to purchase bridge timber to assist in the rebuilding of the Wilcannia Wharf. A similar amount was sought from the 2017/18 budget.
- Menindee Tourism - \$10,000 to assist with the operation of the Association.

The requests have been considered and the following observations are proposed for consideration:

- Far West RDA - since the time of the request, the Far West RDA has advised that the project will not proceed due to the lack of external financial support. Council can disregard the request.
- Wilcannia Tourism – the amount is still sought. CDSC has applied to Department of Defence for assistance to erect the structure but the timber still needs to be purchased e.g. \$25,000. Wilcannia Tourism to date has unsuccessfully applied for grants for the project. The Crown Land licence that CDSC had for the land is currently under review. It may be appropriate that Council advise Wilcannia Tourism that consideration of the request has been deferred until such time as a response is received from Department of Defence.

- Menindee Tourism - since that time, the request has been altered to \$2,000 ongoing per annum to assist with the operation of the Association. Provision of an allocation to one Tourism Association without allocating funds to other associations throughout the Shire may create future parity and equity issues and it may be appropriate to alternatively consider allocation of funding to all incorporated Tourism Associations throughout the Shire, on the basis of a specific project rather than operational funding. A one-off amount of \$2,500 is proposed. Future considerations will be dependent on Council allocating funds in future budgets for this purpose.

#### **Policy Implications**

Provision of the report will evidence that Council continues to meet its legislative responsibilities relating to the Calendar of Compliance and Reporting Requirements as prepared by the Division of Local Government, NSW Department of Premier and Cabinet.

#### **Financial Implications**

The financial implications are referred to in the report.

#### **Legal Implications**

Nil.

#### **Community Consultation**

Nil.

### ***RECOMMENDATION:***

#### ***That Council resolve to:***

- 1. receive and note the Quarterly Budget Review in accordance with Regulation 203 of the Local Government (General) Regulation 2005;***
- 2. advise Wilcannia Tourism that subject to Department of Defence agreeing to the request, Council will contribute \$12,500 towards the project for the purchase of material;***
- 3. advise Menindee Tourism that its request for ongoing operational funding of \$2,000 per annum has not been approved; and***
- 4. advise all incorporated Tourism Associations throughout the Shire that Council will consider making available \$2,500 per Association for the purpose of undertaking a specific tourism related project;***
- 5. delegate to the General Manager the authority to consider and approve the tourism projects within the budget allocation indicated in item 4 above;***
- 6. authorise the required variations to the Operational Plan and Budget adopted by Council on 22 June 2016; and***
- 7. note that the revised projected operational surplus/deficit for the financial year 2016-17 is \$831,000 surplus.***

6.5 ALTERATION TO FEES AND CHARGES, SWIMMING POOLS AND COMMUNITY HALL HIRE

**Summary**

The purpose of this report is for Council to consider the adoption of a proposed alteration relating to fees and charges associated with Swimming Pools and Community Hall Hire for the 2016/17 financial year.

**Background**

Community Halls

The current fees and charges for the refundable bond hire at Wilcannia and Menindee Community Halls are \$110.00 GST inclusive. The cost of cleaning the halls in the event that the hall is left in an unacceptable manner exceeds the cost of the bond resulting in additional costs for Council.

Ivanhoe Hall is managed by S355 Committee of Council, the bond applicable is \$270 GST inclusive. Feedback indicates that the fee is sufficient to engage cleaners to clean up the Hall if left in an untidy state and no change is required under the current adopted fees and charges.

White Cliffs and Tilpa Halls are also managed by S355 Committees of Council. No bond is applicable under the current fees and charges and there is no desire from the Committees to introduce a bond. Arrangements are made with hirers with respect to cleaning the Halls following events.

Swimming Pools

The current fees and charges for all swimming pools entry is a gold coin. Council has received numerous requests to include season tickets to accommodate yearly access without the need for people to change money.

**Commentary**

Council incurs costs in the event that the Community Hall are left in an untidy state. In this regard, it is proposed to increase the refundable bond amount to cover the cost of such cleaning. Estimates for this cost are consistent with Ivanhoe Community Halls current fees and charges.

Swimming Pools opening season is from November to April each year, being approximately 150 days. The proposed season ticket fee is based on families using the pools up to two-thirds of one season (100 days). The fee per family is not restricted to the number of people in the family. It is an estimated nominal fee to enable ease of access whilst maintaining a low cost entry into Council facilities.

The proposed changes to the adopted fees and charges are tabled below.

Title of Fee Charge	Current fee	Proposed Fee	Notes
Wilcannia Community Hall	\$110	\$270	Refundable bond payment
Menindee Community Hall	\$110	\$270	Refundable bond payment

Wilcannia Swimming Pool	Gold coin entry	\$100 per family	Season ticket
Ivanhoe Swimming pool	Gold coin entry	\$100 per family	Season ticket
Menindee Swimming pool	Gold coin entry	\$100 per family	Season ticket
White Cliffs Swimming pool	Gold coin entry	\$100 per family	Season ticket

Following the Council meeting held on 28 September 2016, the proposed alterations to the adopted fees and charges were advertised for community comment. The consultation period closed 4 November 2016. At the time of the drafting of the report, no comments had been received. If any comments are received prior to the closing date, those comments will be provided to the November meeting.

**Policy Implications**

Council Operational Plan 2016-17, fees and charges.

**Financial Implications**

As listed in the table above.

**Legal Implications**

Pursuant to the sections 608 and 610F of the *Local Government Act 1993*, Council has the power to alter adopted fees and charges providing the public is consulted and comments received from the public are considered before a final determination is made.

**Community Consultation**

Public Exhibition period, minimum 28 days, closed 4 November 2016. No comments were received.

***RECOMMENDATION***

***That Council adopt the proposed changes to the current fees included in the 2016-17 Operational Plan as follows:***

Title of Fee Charge	Current fee	Proposed Fee	Notes
Wilcannia Community Hall	\$110	\$270	Refundable bond payment
Menindee Community Hall	\$110	\$270	Refundable bond payment
Wilcannia Swimming Pool	Gold coin entry	\$100 per family	Season ticket
Ivanhoe Swimming pool	Gold coin entry	\$100 per family	Season ticket
Menindee swimming pool	Gold coin entry	\$100 per family	Season ticket
White Cliffs Swimming pool	Gold coin entry	\$100 per family	Season ticket

## 6.6 STATE EMERGENCY SERVICES – APPOINTMENT OF VOLUNTEER CONTROLLER - MENINDEE

### **Summary**

The purpose of this report is for Council endorse the appointment of Ms Melanie (Mel) Press as SES Unit Controller in Menindee.

### **Commentary**

Section 17(1) of the State Emergency Service Act 1989 enables the appointment of a local Controller by the Commissioner for the State Emergency Service upon the recommendation from the local Council.

The NSW State Emergency Services Region Controller is seeking Council's support for the appointment of the current acting unit controller, Ms Melanie (Mel) Press, at Menindee to the role on a permanent basis.

### **Policy Implications**

Nil.

### **Financial Implications**

Nil.

### **Legal Implications**

Council endorsement of the proposed Unit Controller will enable finalisation of the appointment through NSW State Emergency Services.

### **Community Consultation**

Nil.

## ***RECOMMENDATION***

***That Council support the appointment of Ms Melanie (Mel) Press as Volunteer Unit Controller at Menindee***

## 6.7 STAFF CHRISTMAS FUNCTION 2016

### **Summary**

The purpose of this report is to enable Council to give consideration to holding a Christmas function for the Council and staff.

### **Commentary**

In previous years, Council has held a Christmas function that enabled staff from the different work locations and the Administrator to get together prior to the end of year break-up. These functions have previously been held on an evening after the December Council Meeting at either the Engineering Depot, or the Customer Service Centre in Wilcannia. Of late, the function has been held at lunch after the Council meeting and last year the function was held at the Wilcannia Golf Club to obviate the need to employ a person with RSA.

Similar to last year, it is suggested that Council hold a Christmas function as a lunch function on the day of the December Council meeting. It is proposed that the venue would be the Golf Club at Wilcannia.

Consideration has been given to the distribution of beverages, and the following steps are advised;

1. Being a 'work function' Council's duty of care will still remain.
2. As per Item 1, responsible service of alcohol will need to be followed. This can be done with staff at the Golf Club who hold an RSA Certificate.
3. As per Item 1, appropriate behaviour standards must still be met, and inappropriate behaviour dealt with in line with Council's Code of Conduct to the same level expected during normal work hours.
4. Getting to, and going home from, the Christmas party. This can be accomplished by reminding staff that alcohol and driving does not mix and encouraging staff to make appropriate arrangements for travel, etc.

### **Policy Implications**

Nil.

### **Financial Implications**

There will be some cost associated with the function but this has not been estimated at this stage. Due to the current financial position of the Council, these costs will be met from existing budget allocations.

### **Legal Implications**

Nil.

### **Community Consultations**

Nil.

## ***RECOMMENDATION***

***That the Council hold a Christmas lunch function at Wilcannia on 20 December 2016 and that all staff be required to attend.***

## 6.8 SECTION 355 WHITE CLIFFS COMMUNITY ASSOCIATION – APPOINTMENT OF ADDITIONAL REPRESENTATIVE

### **Summary**

The purpose of the report is to enable the Council to consider the appointment of an additional community representative to the White Cliffs Community Association, a S355 Committee of Council.

### **Commentary**

Section 355 of the Local Government Act 1993 enables the Council to appoint community members to committees of Council whose primary task is to manage functions of the Council. Generally, this is achieved by the appointment of community members to assist the Council in managing community assets, but can also be used as a method to ensure community input into other functions of the Council.

At the meeting of the Committee on Friday 4 November 2016, the Committee resolved to seek Council consent to appoint Linda George as an additional community representative to the Committee.

### **Policy Implications**

Appointment of the Committees will ensure Council complies with the provisions of the Act and its policy.

### **Financial Implications**

Members of S355 Committees are generally not paid but may seek reimbursement of expenses. At the present time, the Council is not in a position to consider reimbursement except on a case by case basis. Committees, by resolution and from retained funds, can agree to reimburse expenditure relevant to the Committee's Terms of Reference.

### **Legal Implications**

Appointment of the Committees will ensure Council complies with the provisions of the Act.

### **Community Consultation**

Nil.

## ***RECOMMENDATION***

***In accordance with the provisions of Section 355 of the Local Government Act 1993, Council resolves to appoint Linda George as an additional community representative to the S355 White Cliffs Community Association Committee for a period to coincide with the ordinary election dates provided in Section 287 of the Local Government Act 1993 i.e. until September 2020.***



## 6.9 ADMINISTRATOR TOWN VISIT SCHEDULE 2017

### Summary

The purpose of the report is to enable the Council to consider a schedule for Administrator Town Visits for 2017 for the next 12 months.

### Commentary

Depending on the availability of the Administrator prior to scheduled Council meetings, a bi-monthly schedule had been previously developed to enable the Administrator to visit other administrative offices in Ivanhoe, Menindee and White Cliffs to undertake public consultations regularly throughout the year. Budget allocation has also been made to enable the Administrator to make special trips at other times to attend specific events during the year.

As indicated by the Administrator in his report to the November 2014 meeting:

*“It is my belief that these arrangements will allow me greater opportunities to meet with Shire residents and groups throughout the year. During the interim administration, there was a higher concentration on what might be called the “rectification works”. Now, it will also be required to conduct a higher level of community consultation and engagement in the absence of elected representatives.... ”*

### Policy Implications

Nil.

### Financial Implications

Nil.

### Legal Implications

Nil.

### Community Consultation

Nil.

## ***RECOMMENDATION***

***That Council adopt the following 2017 Administrator Town Visit schedule:***

***Wednesday 22 February 2017 - Menindee***

***Wednesday 19 April 2017 – Wilcannia***

***Wednesday 26 July 2017 - Ivanhoe***

***Wednesday 27 September 2017 – White Cliffs***

***Wednesday 22 November 2017 – Wilcannia***

## 6.10 JANUARY 2017 COUNCIL MEETING

### **Summary**

The purpose of this report is to enable Council to consider whether a Council meeting will be held in January 2017.

### **Commentary**

Traditionally, Council has resolved in the past not to hold Council Meetings in January. The reason for not holding a meeting in January is to enable senior staff to be provided with time to take leave, and not have to be working to timeframes to ensure reports are completed on time for inclusion in the Council Agenda for a Council meeting. It is also gives an opportunity for leave to be taken in alignment with school holidays. Historically, January is a relatively quiet time of the year, with other government departments functioning at low levels, and placing limited demands on local government.

There is the opportunity for Extraordinary Meetings to be held if necessary to address any urgent matters or items that may arise between the December and February Council Meetings.

### **Policy Implications**

Nil to report at this stage.

### **Financial Implications**

Nil to report at this stage.

### **Legal Implications**

Nil to report at this stage.

### **Community Consultations**

Nil to report at this stage.

## ***RECOMMENDATION***

***That Council determine not to hold a Council Meeting in January 2017.***

## 6.11 COUNCIL MEETING SCHEDULE 2017

### **Summary**

The purpose of the report is to provide Council with a list of proposed meeting dates for 2017 for consideration and adoption.

### **Commentary**

Council is required to provide notification to the public of the times and places of its meetings for 2017 in accordance with Section 9 of the Local Government Act 1993. During 2016, Council meetings have been held on the 4th Wednesday of the month, starting at 9am, which has enabled the Administrator to be in the Shire from Monday to Wednesday on those weeks. It was previously determined by the Council that all meetings would be held in Wilcannia.

Additionally, with Council meetings in the mornings of the Wednesday, it has also ensued that the Administrator is available on the prior Tuesday to visit other centres in the Shire to undertake public consultations in Ivanhoe, Menindee and White Cliffs regularly throughout the year. It is also proposed that he will also be able to make special trips at other times to attend specific events without increasing the cost to the Council.

As indicated by the Administrator in his report to the November 2014 meeting:

*“It is my belief that these arrangements will allow me greater opportunities to meet with Shire residents and groups throughout the year. During the interim administration, there was a higher concentration on what might be called the “rectification works”. Now, it will also be required to conduct a higher level of community consultation and engagement in the absence of elected representatives.... ”*

**Policy Implications**

Nil.

**Financial Implications**

Nil.

**Legal Implications**

Nil.

**Community Consultation**

Nil.

***RECOMMENDATION***

***That Council adopt the following meeting schedule with all monthly Council meetings to be generally held on the 4<sup>th</sup> Wednesday of the month (dependant on public holidays), commencing at 9.00am, with all meetings to be held in Wilcannia in accordance with the following schedule:***

***Wednesday 22 February 2017***

***Wednesday 22 March 2017***

***Wednesday 19 April 2017 (Anzac Day 25 April; Easter Monday 17 April – meeting adjusted to 3<sup>rd</sup> week)***

***Wednesday 24 May 2017***

***Wednesday 21 June 2017 (Queens Birthday Monday 12 June)***

***Wednesday 26 July 2017***

***Wednesday 23 August 2017***

***Wednesday 27 September 2017***

***Wednesday 25 October 2017***

***Wednesday 22 November 2017***

***Wednesday 20 December 2017 (Public Holidays 26 and 27 December – meeting date adjusted to 3<sup>rd</sup> week)***

## SECTION 7. INFORMATION REPORTS

### 7.1 INFORMATION ITEMS

#### 7.1.1 ENVIRONMENTAL SERVICES STATISTICS

<b>Statistics for November 2016</b>		
Number of DA's Approved		1
Total Value of DA's Approved		\$153,850.00
Food Premises Inspected		0
Animal Control Activities	Impounded	11
	Surrendered	9
	Rehomed	5
	Returned to Owner	2
	Euthanized	4
	Registrations	0
	Microchipped	0
	Penalty Notices Issued	0
Water Sampling	Microbiology Samples Collected	10
	Chemistry Samples Collected	0
	Non-Compliant Samples	0

#### 7.1.2 ROAD GRADING PROGRAM

(ATT. 2)

The Yearly Grading Program has been included to enable Council to follow the progress of the grading crews working throughout the Shire. Any changes will be presented on a monthly basis.

#### 7.1.3 RESTART NSW, WATER SECURITIES FOR REGIONS

The Wilcannia and Ivanhoe Bore Field Augmentation Project is substantially completed with the exception of electrification of completed electricity works and minor telemetry works at Ivanhoe. Wet weather has delayed completion of these outstanding works and an extension of time has been granted by NSW Infrastructure in this regard until the end of November 2016.

The required Essential Energy connections (NMI Numbers) have been issued and the remaining electrification of the connected bores can proceed and will be completed by end of November, in so doing completing the Wilcannia and Ivanhoe Bore Field Augmentation Project.

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#### 7.1.4 COUNTRY TOWNS WATER SUPPLY, REGIONAL WATER & WASTEWATER BACKLOG

Recapping previous advice, NSW Water Solutions has been engaged to complete the next stage of the pre-construction phase of the Ivanhoe, Wilcannia and White Cliffs Augmentation Project and complete options reports for these facilities at these locations. These studies will build upon the scoping reports completed by CWT P/L. On completion of the options studies further consideration will be given to engagement of suitable consultant/contractor to complete remaining pre-construction activities with respect to concept design, D&C Specification and tender documentation with an overall completion dead line of June 2017.

The additional studies are:

1. Update the IWCM Strategy to comply with the July 2014 DPI Water IWCM Check List
2. Options Study for each of the proposed new water treatment plants
3. Concept design for each of the proposed new treatment plants
4. Hydraulic analysis for reticulation networks at Wilcannia and White Cliffs
5. Condition assessment of existing reticulation at Wilcannia, Ivanhoe and White Cliffs
6. Review of Environmental Factors
7. Topographic survey for White Cliffs
8. Geotechnical and survey of the three treatment plants
9. Tender documentation.

As previously advised these studies are funded 100% pursuant to the Restart Program, Regional Water and Backlog Program and targeted at pre-construction activities only.

The status of the various studies and reports is provided in the attached progress report.

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#### 7.1.5 COBB HIGHWAY – INITIAL SEAL PROJECTS

Eurella Initial culvert civil works and side track construction are nearing completion. Council have received the Works Orders for remaining roadworks and sealing works which are programmed for completion in May 2017.

Further projects are in the initial development phase, details of which will be provided to Council for information upon receipt from Roads and Maritime Services.

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#### 7.1.6 ROADS REPORT

The purpose of this report is to update Council on the roads expenditure to date.

**State Roads:**

- 2016/2017 RMCC Routine Maintenance budget this year has been reduced, both highways is \$650,000.

- Six Works Orders (WO) have been received to date, totalling \$735,993
- Eureka Initial Seal Project – RMS have provided Council with nine Works Orders relating to the Cobb Highway project totalling \$5,960,529
- Springdale Initial Seal Project – RMS have provided Council with one Work Order relating to the Cobb Highway project totalling \$38,571
- Fairmount Initial Seal Project – RMS have provided Council with two Works Orders relating to the Cobb Highway project totalling \$37,873

	Original Budget	% Completed	Remaining Budget
<b>RMCC (Routine Works)</b>	\$650,000	33%	\$438,685
<b>RMCC (Ordered Works)</b>	\$735,993	3%	\$715,017
<b>Eureka IS Project</b>	\$5,960,529	14%	\$5,152,652
<b>Springdale IS Project</b>	\$38,571	50%	\$19,285
<b>Fairmount IS Project</b>	\$37,873	50%	\$18,936

**Regional Roads:**

- 2016/17 Regional Road Block Grant amount (including traffic and supplementary components) is \$2,642,000. RRRP allocation \$400,000
- 2016/17 Regional Roads Repair Program (RRRP) – MR433 Ivanhoe to Menindee Rd \$800,000

	Original Budget	% Expended	Remaining Budget
<b>Regional Road Block Grant</b>	\$2,242,000	17%	\$1,643,616
<b>Regional Roads Repair Program</b>	\$800,000	0%	\$800,000

**Local Roads:**

- 2016/17 Local Roads Component (FAG) has been advised \$1,480,000 which has been allocated to Local Roads
- 2016/17 Roads to Recovery allocation this year is \$1,621,547. This funding is allocated to Local Road improvement projects.

	Original Budget	% Expended	Remaining Budget
<b>Local Roads Component (FAG)</b>	\$1,480,000	39%	\$901,780
<b>Roads to Recovery</b>	\$1,621,547	2%	\$1,598,092

#### 7.1.7 SERVICES

The purpose of this report is to update Council on the services expenditure to date.

	Original Budget	% Expended	Remaining Budget
<b>Parks &amp; Gardens/ Sporting Facilities</b>	\$154,500	33%	\$104,013
<b>Ancillary Works</b>	\$158,000	23%	\$121,330
<b>Street Cleaning/ Bins</b>	\$110,000	26%	\$81,345
<b>Aerodromes</b>	\$65,500	72%	\$18,489
<b>Public Conveniences</b>	\$34,000	37%	\$21,321
<b>Swimming Pools</b>	\$350,000	10%	\$313,649
<b>Waste Depots</b>	\$107,000	35%	\$70,118

#### Water & Sewerage Maintenance:

- Wilcannia town water supply is being sourced from the Darling River Weir Pool.
- White Cliffs town water supply is sourced from above ground tanks, current levels: Tank 1 =6.0m, Tank 2 =4.8m, Tank 3 (Wakefield) = 8.1m. Recent rainfall has replenished above ground storages.
- Ivanhoe town water supply is currently being sourced from the Morrison’s Lake reservoir. Morrison’s Lake storage is currently 450 megalitres, town storage dam 50 megalitres. Recent flows in the Willandra Creek have enabled Council to replenish the above ground storages.

	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
<b>Wilcannia Water</b>	\$394,000	28%	\$281,965
<b>Wilcannia Sewer</b>	\$80,000	40%	\$48,639
<b>White Cliffs Water</b>	\$128,000	31%	\$88,450
<b>Ivanhoe Water</b>	\$211,000	36%	\$134,440

7.1.8 CAPITAL WORKS

The purpose of this report is to update Council on the capital works and projects expenditure to date.

<b>Project</b>	<b>Comments</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
Aboriginal Communities Water and Sewer	Federal remote communities funding program administered by NSW Office of Water.	\$105,865	6%	\$99,547
Restart NSW – Water Security	Start Dec 2014. Tilpa, White Cliffs, Wilcannia and Ivanhoe  Project value \$1M (\$174,400 expended in 2014/15, \$595,300 expended in 2015/16)	\$230,300	65%	\$80,810
CTWS – Preconstruction activities	Pre-construction activities	\$1,000,000	10%	\$895,650
	Training	\$200,000	80%	\$40,473



<b>Project</b>	<b>Comments</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
Wilcannia Boat Ramp	Postponed pending Weir Feasibility Study	\$85,000	0%	\$0
Restart NSW – White Cliffs Water Supply	Funding Deed in progress.	\$5,500,000	0%	0%

## 7.2 CHRISTMAS 2016 OFFICE CLOSURE

Historically, the Council has closed its administrative offices in Menindee, Ivanhoe and Wilcannia during the period between Christmas and the New Year public holidays with the Wilcannia Post Office remaining open except for declared public holidays.

Council’s Engineering Department arranges for “skeleton” crews to remain at work to ensure the necessary resources are available as required.

The declared Public Holidays for Christmas and the New Year 2016 are as follows:

- Monday 26 December 2016 (for Christmas)
- Tuesday 27 December 2016 (for Boxing Day)
- Monday 2 January 2017 (for New Year’s Day)

The offices will be closed for the period from 2.00pm on Friday 23 December 2016 to 5.00pm on Monday 2 January 2017 inclusive.

During the period of closure, all staff not required to work will be required to take leave that will be approved by the respective Director or General Manager.

## 7.3 2017 AUSTRALIA DAY AWARDS AND PRESENTATION CEREMONIES

Advertisements have been placed seeking nominations for the 2017 Australia Day Awards for the following categories:

- Citizen of the Year
- Junior Citizen of the Year
- Sportsperson of the Year
- Event of the Year

The awards, presented to local individuals and community groups who have made an outstanding contribution to their community, have historically been awarded, and presented, in the townships (and surrounding districts) of Ivanhoe, Menindee, White Cliffs and Wilcannia.

Nominations will close at 12 noon on Friday 2 December 2016 and a confidential report will be provided to Council's December 2016 meeting for determination of the Awards.

#### 7.4 GOVERNANCE REVIEW OF POLICY MANUAL AND DELEGATION MANUAL

Advice is provided that a major governance review of Council's existing Policy Manual and Delegation Manual has commenced. Council's recently appointed Executive Officer will be undertaking this work with assistance from the Management Team.

The Delegation Manual requires a significant review, rewrite and update of legislative references, particularly in relation to the revised organisational structure implemented following the appointment of the Administrator.

It is some time since the Policy Manual has had a significant review, with many policies either not relevant, out of date considering current best practice, legislatively altered since adoption, or additional policies required to comply with legislative requirements.

Policy inclusion will be reviewed so that any policies which are related to organisational and/or HR matters that are the responsibility of the General Manager will be reviewed, altered and approved by the General Manager.

Policy requiring the review and approval by the Council will be provided to future meetings when available. Public consultation, as required by the provisions of the *Local Government Act 1993*, will be undertaken following approval of the Council. Policies submitted to the Council will be provided on a priority basis depending on the organisational legislative requirements.

7.5 INVESTMENTS AND BALANCES

**Schedule of Investments and Bank Balances as at 31 October 2016**

	<b>Amount</b>	
<b>Cash Reserve</b>		
Westpac Business Cash Reserve	\$160,000	
<b>Total Reserve Balance as at 31 October 2016</b>	<b>\$160,000</b>	
<b>Bank Balances as at 31 October 2016</b>		
General Fund	\$183,110	In Funds
Clearing Account (Account used for receiving deposits)	\$5,982	In Funds
Total Cash at Bank	<b>\$349,092</b>	
<b>Cash Restrictions</b>		
Internal Restrictions	\$260,000	
External Restrictions	\$280,000	
Total Restrictions	<b>\$540,000</b>	

***RECOMMENDATION***

***That the Information Items report be received and noted.***

## SECTION 8. THE RECEIPT OF REPORTS FROM COMMITTEES

### 8.1 WHITE CLIFFS POOL COMMITTEE MEETING 4 NOVEMBER 2016 – AGM (ATT. 3)

#### **Pool Committee Meeting: Friday 4, November 2016 – AGM**

Present: Hayley, Dick, Jenny, Robyn, Enid, Tony and Roger.

Minutes of AGM 20/05/2015 were read by Robyn, accept Hayley, sec Robyn

Positions declared vacant:

Position of President: Hayley nominated Dick, sec Jenny – no other nominations

Dick accepted position.

Vice President: Robyn nominated Hayley, sec. Jenny – no other nominations

Hayley accepted position

Secretary: Hayley nominated Robyn, sec Jenny – no other nominations

Robyn accepted position

Treasurer: Hayley nominated Cree, sec Jenny – no other nominations

Cree accepted position.

Tony reported on the Pool: The Pool will be ready to be opened mid next week.

Two new sails are coming – for the southern end / blue or green.

Kiddies pool to have a fixed hand rail, but still a work in progress.

Present roller wheels can be mended....

Not enough space for pool blanket roller at Southern end of pool  
– where the pool attendants prefer it to be placed – WHS?

“The space available at the southern end, and the placing of the Pool blanket to be clarified through Reece.” Moved Hayley, sec. Jenny.

No one has access to the Pool through the Kiosk door – everyone to use the front gate access only.

AGM Meeting closed approx. 10.40 am

8.2 SECTION 355 WHITE CLIFFS COMMUNITY ASSOCIATION COMMITTEE AGM 2016  
(ATT. 4)

**S355 WHITE CLIFFS COMMUNITY ASSOCIATION COMMITTEE**

**ANNUAL GENERAL MEETING 2016**

**Held at the Hotel Lounge at 3pm 4<sup>th</sup> Nov 2016**

**PRESENT:**

Graham & Maxina Wellings, Rob Dyson. Shirley Nicholls, Anne Baker, Robyn Taylor, Enid Black, Visitor- Linda George, CDSC General Manager- Michael Bowd.

**Apologies:** , Ron & Sue Downton

Apologies accepted, Moved: Rob Dyson 2<sup>nd</sup> Enid Black

AGM 2015 Minutes read Moved: Robyn Taylor 2<sup>nd</sup> Anne Baker

**President report:**

Nothing much to report, no major works done during year: Moved: Rob Dyson 2<sup>nd</sup> Robyn Taylor

**Treasurer's report read and tabled see attached:**

Moved that the report be accepted: Moved: Rob 2<sup>nd</sup> Enid Carried

**Chair declared all Committee positions vacant.**

**Nomination of Office bearers**

**Nominations for Chairperson:**

G Wellings Moved: R Dyson 2<sup>nd</sup>: Enid Black Carried.

**Nominations for Vice chairperson:**

R Downton Moved: G Wellings 2<sup>nd</sup>: Shirley Nicholls Carried.

**Nominations for Secretary/Treasurer:**

Shirley Nicholls Moved: Enid Black 2<sup>nd</sup>: M Wellings Carried.

Committee members – Ron & Sue Downton, Robyn Taylor, Graeme & Maxina Wellings, Rob Dyson, Shirley Nicholls, Enid Black, Anne Baker, Fran Shonberg

Motion moved that Linda George be put forward for council to appointed to the 355 committee as a new member.

Thanks given to Rob, Shirley & Robyn for job done at park.

AGM closed 3:16pm

**General Meeting opened 3:17pm**

**Minutes from previous meeting:** Read and accepted by Robyn Taylor 2<sup>nd</sup> Rob Dyson

**Business arising:** Powercor is now direct debiting. Tony Latham has cleared the block .

**Treasures Report-** 19<sup>th</sup> may to 4<sup>th</sup> Nov: see attached detailed report.

Income \$57988.60

Expenses \$19352.54

Balance in account \$102425.68 moved G Wellings, 2<sup>nd</sup> Enid Black.

**Correspondence:**

Audit report from shire, Letter of thanks from the Queensland outback tours, letter from White Cliffs Public School regarding donation to books in homes program. Moved: G Wellings 2<sup>nd</sup> Anne Baker

**General Business:**

\$100 donation to school for the books in school program – moved Graeme 2<sup>nd</sup> Anne.

Cyroscope advertising to continue, - Moved Rob 2<sup>nd</sup> Shirley

Jobs for 2017 raised by Rob, Camp kitchen veranda – Spot has measured up to quote.

Waste water drainage on back row to be completed before March – Graeme to coordinate. Michael Bowd, agreed to approach council to approve the use council employees & equipment for trench work.

Price for levelling and concreting pads on the back sites – Graeme to coordinate.

Trees to be planted on the newly cleared block. – Shirley & Rob to do.

Signage to be made up, to deter park tenant collecting wood from inside the park for use in campfires. – Shirley to do. Moved- Graeme 2<sup>nd</sup> Enid

Motion was put forward to have Terry and Paul to act as interim caretakers to look after the park in the event of Rob & Shirley not being available. Michael Bowd stated that it was acceptable for the caretakers to be employed without being part of the 355 committee. Moved – Rob Dyson, 2<sup>nd</sup>- Anne Baker.

Robyn raised the need for a larger sign at the public toilet block as a number of visitors drive into the park to use the toilets. Micheal acknowledged that he would approach council.

Linda George raised an outside issue regarding a community grant for a mosaic to be put at the public toilets and hall, it was agreed that the hall and shire would need to be consulted regarding this, as it was outside the WCCA's committee, however Robyn raised that a proposal and design be put out to the community for other interested community members to be involved. Graeme agreed that the WCCA's would give a letter to support the application for the grant.

Meeting Closed 4pm.

**SECTION 9. URGENT BUSINESS**

## SECTION 10. CONFIDENTIAL MEETING

### CLOSED COUNCIL

#### Confidential Reports

#### (Section 10A(2) of the Local Government Act 1993)

Where it is proposed to close part of the Council meeting, the Chairperson will allow members of the public to make representation to or at the meeting, before any part of the meeting is closed to the public, as to whether or not that part of the meeting should be closed to the public. The Chairperson will check with the General Manager whether any written public submissions or representations have been received as to whether or not that part of the meeting should be closed to the public.

Pursuant to Section 10A(2) of the *Local Government Act 1993*(the Act) Council or a Committee may close to the public so much of its meeting when matters listed below are to be discussed being:

- (a) personnel matters concerning particular individuals other than Councillors,
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it, or
  - (ii) confer a commercial advantage on a competitor of the Council, or
  - (iii) reveal a trade secret.
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the Council, Councillors, Council staff or Council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.
- (h) during the receipt of information or discussion of information concerning the nature and location of a place or an item of Aboriginal significance on community land,
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

Section 10A(3) of the Act states that a Council, or a Committee, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Section 10A(4) provides that a Council, or a Committee, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Section 10B(1) of the Act provides that a meeting is not to remain closed to the public during the receipt of information or the discussion of matter referred to in section 10A (2):



- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest section 10B(4) of the Act states it is irrelevant that:

- (a) a person may interpret or misunderstand the discussion, or
- (b) the discussion of the matter may:
  - (i) cause embarrassment to the Council or Committee concerned, or to Councillors or to employees of the Council; or
  - (ii) cause a loss of confidence in the Council or Committee.

#### **Resolutions passed in Closed Council**

It is a requirement of clause 253 of the *Local Government (General) Regulation 2005* that if Council passes a resolution during a meeting, or part of a meeting, that is closed to the public, the Chairperson must make the resolution public as soon as practicable after the meeting or part of the meeting has ended.

*Nil.*

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## **SECTION 11. DATE AND VENUE FOR NEXT MEETING**

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*The next meeting of Council will be held on Tuesday 20 December 2016 in Wilcannia at 9:00am.*

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