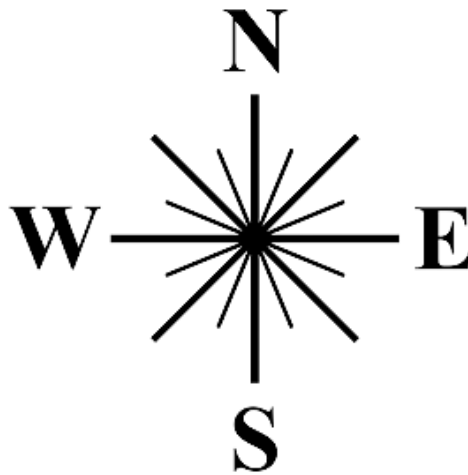


CENTRAL DARLING



SHIRE COUNCIL

ORDINARY COUNCIL MEETING BUSINESS PAPER WEDNESDAY 23 FEBRUARY 2022

The Meeting will be held at 9.00 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

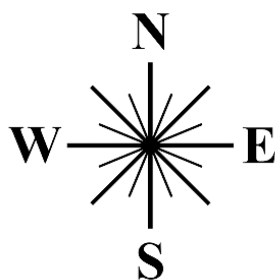
1. The Council may hold a public forum prior to each ordinary meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary Council meetings and meetings of Committees 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 8.50 am 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 the 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, 23 February 2022

9.00 am

Council Chambers

21 Reid Street, Wilcannia

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1. OPENING OF MEETING

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

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

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

4. DISCLOSURES OF INTEREST

Under 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 ORDINARY MEETING – 15 DECEMBER 2021

RECOMMENDATION:

That the Minutes of the Ordinary Council Meeting held on Wednesday 15th December 2021 be received and confirmed as an accurate record.

Attachments:

1. [DRAFT Ordinary Council Meeting Minutes – 15 December 2021](#)

6. NOTICE OF MOTION

6.1 NOTICE OF MOTION

I, Administrator Robert Stewart, give notice that at the next scheduled Ordinary Meeting of Council on Wednesday 23rd March 2022, intend to move the following motion:

MOTION:

That a report is present from the Shire Services Department to the above-mentioned scheduled meeting of Council on Unsealed Road Maintenance Practices, especially why there is a lack of information in the road pavement and what measures may be undertaken to drain water off the pavement.

Attachments:

NIL

7. MAYORAL (ADMINISTRATOR) MINUTE(S)

7.1 ADMINISTRATORS MINUTE – 2022 FEBRUARY

REPORT AUTHOR: ADMINISTRATOR
RESPONSIBLE DIRECTOR: ADMINISTRATOR

The start of the year has already presented challenges to the Community and the organisation as we deal with the ongoing COVID Omicron infections across NSW and the flooding of the Darling River.

Australia Day was celebrated, and I congratulate all those local citizens that were nominated and those that received awards. The recognition of Annette Turner with an OAM is deserved and honours her public service to the local area, region, and state.

The change in the weather pattern to have good rainfall across the region is welcomed by many, particularly our pastoralists.

Council through the Local Emergency Management Committee (LEMC) has monitored the flooding situation as it comes down the Darling. The SES, as the responsible combat agency charged with flood response, has provided regular briefings on planning and ongoing activities and Council has provided support as requested through its Technical Services Directorate.

The SES as part of its response has put in place local support as the flooding has moved downstream.

I am aware that some people at Menindee and downstream are not happy with the planned water release strategy put in place by Water NSW to create airspace in the Lakes and manage river levels to limit the impact to infrastructure and residential structures.

Indeed, there has been some strong public comment on this issue and Floodplain Management by the responsible agency. Council has had discussions with the SES, Water, Wentworth Council, and the Local Member Roy Butler about the strategy and a longer-term solution. The responsible agency Water explained the legal constraints they must operate under for controlled releases and the short window of opportunity for releases.

It has been agreed that Floodplain Management Plans are required to be made. Initial research has shown that The Barwon Darling Floodplain Management Plan 2017 exists down to Louth. The Local Member and Council will now lobby to see a Plan be completed for the Lower Darling and funding for Council to develop Floodplain Plans for Tilpa, Wilcannia, and Menindee.

Support for such work has been gained from the Wentworth Mayor, SES, and the CDS LEMC. The General Manager and I are seeking meetings with relevant Government Ministers.

LGNSW is holding a Special Conference in Sydney in early March which the General Manager and I will be attending, and we will coordinate Ministerial Meetings at the same time. An important meeting on the sidelines is the Western Councils Alliance to discuss current and emerging issues.

Plans are underway to finalise community consultation on the Community Strategic Plan and these details will be announced shortly. It is important that this body of work is finalised and incorporated into the organisation as it will form the basis of service provision.

The General Manager and I have through the organisation, have continued to provide organisational information to the consultants working on the future model for Central Darling Shire. Its been planned to meet the new Minister for Local Government when in Sydney to discuss future actions to ensure that community consultation occurs.

7.2 TABLED REPORT – 2022 FEDERAL ELECTION

REPORT AUTHOR: ADMINISTRATOR
RESPONSIBLE DIRECTOR: ADMINISTRATOR

RECOMMENDATION

It is resolved that:

1. Council supports the national funding priorities of the Australian Local Government Association (ALGA), which would contribute an estimated \$6.46 billion per year to Australia's GDP and create 43,444 jobs: and
2. Council agrees to support and participate in the Australian Local Government Association's advocacy for their endorsed national funding priorities by writing to the local Federal Member(s) of Parliament, all known election candidates in local Federal electorates and the President of the Australian Local Government Association to:
 - a. express support for ALGA's funding priorities.
 - b. identify priority local projects and programs that could be progressed with the additional financial assistance from the Federal Government being sought by ALGA; and
 - c. seek funding commitments from the members, candidates, and their parties for these identified local projects and programs.

BACKGROUND

The next Federal Election is expected to be held in May 2022.

Working in conjunction with its member state and territory associations, the Australian Local Government Association (ALGA) has developed a framework and resources for a national advocacy campaign that will run in the lead up to this election.

Based around the tagline of "***Don't Leave Local Communities Behind***", the goal is to secure funding and policy commitments that will support every Australian council and community, and ensure all Australians have an equal opportunity to share in the benefits of Australia's post-pandemic recovery.

All Australian councils have been asked to participate in this campaign to ensure a coordinated approach that will deliver the best possible outcomes.

DISCUSSION

The ***Don't Leave Local Communities Behind*** campaign will promote 17 priority asks in the portfolios of economic recovery, transport, and community infrastructure, building resilience, circular economy and intergovernmental relations.

These priorities are based on motions passed by councils at ALGA's annual National General Assembly and have been endorsed by ALGA's Board which is comprised of representatives from all state and territory Local Government Associations.

They have been assessed by independent economists and would add around \$6.46 billion per year to Australia's Gross Domestic Product while creating 43,444 jobs.

The ***Don't Leave Local Communities Behind*** campaign will run for five weeks, with each week focussing on one of the five portfolio areas.

The full list of national Federal Election priorities that will be promoted through this campaign is outlined below:

Economic recovery

1. An initial injection of Financial Assistance Grants to local government of \$1.3 billion to support communities and jobs and also resolve the current practice of bringing forward two quarterly Financial Assistance Grant payments each year.
2. A commitment to return Financial Assistance Grants to at least one percent of Commonwealth taxation revenue via a phased approach. Transport and community infrastructure.
3. \$500 million per annum for a four-year continuation of the Local Roads and Community Infrastructure Program.
4. A strategic local roads investment program of \$300 million per annum over four years to address road transport first and last mile issues and congestion on local roads.
5. An increase in Roads to Recovery to \$800 million per annum (an additional \$300 million per annum) and the Black Spot Program to \$200 million per annum over four years, while addressing the South Australian road funding anomaly by making the additional \$20 million per annum to SA in 2021-22 and 2022-23 permanent.
6. Continuing the Stronger Regional Digital Connectivity Package at \$55 million over four years.
7. \$200 million over four years to assist councils to develop and implement innovative housing partnerships.

Building resilience

8. A targeted disaster mitigation program of \$200 million per annum for four years which will reduce the costs of response and recovery and strengthen community resilience.
9. A commitment to ensuring betterment funding as a core element of disaster recovery funding arrangements.
10. A commitment to include community infrastructure that is publicly accessible and owned, and local government waste, water and wastewater assets under Disaster Recovery Funding Arrangements.
11. A Local Government Climate Response Partnership Fund of \$200 million over four years to enable planning and preparation to minimise the impacts of climate change in local communities and enable councils to achieve climate neutrality as soon as practicable.
12. \$100 million per annum over four years provided directly to local governments to support the capabilities of Indigenous councils and the implementation of the Closing the Gap local/regional voice.

Circular economy

13. Support to provide guidance and advice to councils on how to unlock the circular economy locally, particularly in rural, regional, and remote areas.

14. Support to investigate and, if feasible, implement a national bin harmonisation program that will improve kerbside recycling, reduce contamination, and maximise opportunities for reuse.
15. \$100 million per annum over four years to fund local government circular waste innovation projects.

Intergovernmental relations

16. Reinstating local government representation to the primary intergovernmental forum in Australia, the National Cabinet.
17. Ensuring local government's ongoing voting membership of other relevant Ministerial forums.

8. FINANCIAL REPORTS

8.1 COUNCIL 2021-2022 CURRENT GRANTS REGISTER

REPORT AUTHOR: SENIOR FINANCE OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES

EXECUTIVE SUMMARY:

The purpose of this report is to provide a summary reconciliation of the Council's Current Grant Funding status as of 11 February 2022.

RECOMMENDATION:

That Council will:

- 1. Receive and adopt 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 the 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.

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

Community Strategic Plan Outcome

Council providing transparency of grant funding sources and how those funds are being applied to improve designated community services, works, and facilities.

Delivery Outcome

Accurate and timely reporting of funding sources and expenditure.

Financial and Resource Implications:

Ensures that any funding source 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 alternative options.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Nil

Attachments

- 2. [Council Current Grants and Contribution Reconciliation.](#)

8.2 CASH AND INVESTMENTS – JANUARY 2022

REPORT AUTHOR: FINANCE MANAGER
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES

EXECUTIVE SUMMARY:

This report is to provide a summary of the Council's cash and investments as of 31st January 2022.

RECOMMENDATION:

That Council will:

1. Receive and note the report.

REPORT:

In accordance with Clause 212 of the *Local Government (General) Regulations 2005*, a monthly report setting out details of all money that Council has invested under Section 625 of the *Local Government Act 1993* is required to be submitted to Council.

Cash and Investment Accounts

Cash & Investment Accounts	Current Month	Last Month	Movement	Interest Rate	Current Month Interest	YTD Interest
Westpac 11am Investment Account	\$3,950,000.00	\$3,950,000.00	Nil	0.10%	\$33.54	\$235.12
Operating Account	\$2,518,029.67	\$2,330,242.69	(\$187,786.98)	0.01%	NIL	NIL
Post Office Clearing Account	\$945,622.79	\$932,435.79	\$13,187.00	N/A	NIL	NIL
Total Cash at Bank as of 31st January 2022					\$7,413,652.46	

Commentary:

The net movement of cash for the month of January 2022 was a decrease of \$174,599.98.

Payments for the month of January 2022 totalled \$1,408,615.47 being, payments for wages and to suppliers.

Receipts for the month of January 2022 totalled \$1,609,589.45 being predominately:

- Transport NSW – RMS Ordered & Routine Works \$1,403,000

Restrictions

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

Loan Accounts

Loan Account	Current Month	Last Month	Movement	Interest Rate	Current Month Interest	YTD Interest
Garbage Trucks	\$55,678.99	\$69,244.80	(\$13,565.81)	3.66%	\$184.19	\$1,496.98
Total Loan Liability as of 31st January 2022					\$55,678.99	

Commentary:

This loan was taken out during the 2013 financial year to fund the purchase of three garbage trucks and other operational expenditures. The loan balance as of the year ended 30 June 2013 was \$1,249,000.

Council paid out the loan on the 9th of February 2022 with no penalties, interest, or fees applicable and a savings of circa \$1,000.00.

The payout figure was: \$42,243.99

Attachments

Nil

8.3 FINANCIAL PERFORMANCE REPORT – JANUARY 2022

REPORT AUTHOR: MANAGER FINANCE
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

That Council will:

1. Receive and note 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 of 31st January 2022.

	Annual Budget \$000	YTD Budget \$000	YTD Actual \$000	YTD Variance \$000	
Operating Revenue	37,023	21,696	18,560	3136	Unfavourable
Operating Expenditure	20,756	12,107	10,696	1411	Favourable
Operating Result	16,267	9589	7864	1725	Unfavourable
Capital Grants	16,084	TBA	TBA	TBA	TBA
Operating Result Before Capital Items	183	TBA	TBA	TBA	TBA

There were major delays due to the ongoing COVID impact on the availability of service providers in the past six months August 2021 to January 2022. Consequently, the Water Treatment Plant Project, which was to commence in January 2022, has now been rescheduled to commence in April 2022. This has resulted in circa \$2.2M deficit in capital funding to Council which is offset by the reduction in budgeted operating expenditure relating to this project. This \$2.2M deficit will be recovered in the FY2023 year when this project is completed. The Roads to Recovery funding has also been reduced by \$429k due to extra funds being allocated for roads projects undertaken in FY2021.

We are currently reconciling all grant-related funding and expenditure and will provide a more detailed up-to-date report for the March 2022 Council meeting.

This report also should be read in conjunction with the Dec 2021 QBR report.

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

Community Strategic Plan Outcome

GOAL: 4 A consultative and professional Council providing relevant, attainable, and efficient delivery of services.

Delivery Outcome

OBJECTIVE: 4.2 Efficient and effective services.

SUSTAINABILITY ASSESSMENT:**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:

Nil

Attachments

Nil

8.4 QUARTERLY BUDGET REVIEW AS OF 31 DECEMBER 2021**REPORT AUTHOR:****FINANCE MANAGER****RESPONSIBLE DIRECTOR:****DIRECTOR BUSINESS SERVICES**

EXECUTIVE SUMMARY:

This report is to provide a summary of the Council's financial performance against budget as of 31st December 2021.

RECOMMENDATION:**That Council will:**

- 1. Receive the 2nd Quarter Budget Review as of 31 December 2021.**
- 2. Adopt the variations to Council's 2021/22 Annual Budget.**
- 3. Note that the projected operating surplus for the financial year 2021/22 is \$562,000.**
- 4. Note that projected capital works budgeted expenditure is reduced for 2021/22 to \$18,277,000. A reduction of \$2,679,000.**

BACKGROUND:

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

- 1) 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.
- 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.

In accordance with s.211 (Authorisation of expenditure) of the Local Government (General) Regulations 2005:

- 1) 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:
 - (a) has approved the expenditure, and
 - (b) 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 December Quarter Budget Review shows an increase in the projected 2021/22 operating surplus (before capital items) of \$371,000 to an overall projected operating surplus as of 30 June 2022 of \$562,000.

This result reflects the following movements:

1. Council's Roads to Recovery funding was reduced by \$429,000 for the current financial year due to additional roads projects being funded in the 2021 financial year. This is in line with the Roads to Recovery 5-year funding model. Roads projects originally to be funded by Roads to Recovery funding in the 2022 financial year have now been reduced.

Funding additional to the 2022 Annual budget is to be received for the Aboriginal Water and Sewerage Scheme, this is an incremental increase to the funding, originally not included in the budget.

Funding additional to the 2022 Annual Budget is to be received for Road Block Funding. This represents the operational portion of Block funding and was not included in the original budget.

2. Reduction in grant funding for water treatment plants, works not to be completed this financial year. Due to delays in the design and approval process mainly due to COVID-19 restrictions. Works initially to be started in January 2022 are now delayed until April 2022. The expected reduction of \$2,250,000 in projected capital funding for FY2022, however, FY2023 will benefit from the works being completed in that year.
3. Additional expenditure due to additional Road Block Funding.

Capital Budget Result:

Budgeted capital expenditure will reduce by \$2,679,000 to a total of \$18,277,000.

1. Budgeted works for Water Treatment Plants not to be completed this year, due to delays in design and approval process mainly due to COVID-19 restrictions. Works initially to be started in January 2022 are now delayed until April 2022. The expected reduction of \$2,250,000 in projected capital funding for FY2022, however, FY2023 will benefit from the works being completed in that year.
2. Council's Roads to Recovery funding was reduced by \$429,000 for the current financial year due to additional roads projects being funded in the 2021 financial year. This is in line with the Roads to Recovery 5-year funding model. Roads projects originally to be funded by Roads to Recovery funding in the 2022 financial year have now been reduced.

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

Community Strategic Plan Outcome

GOAL: 4 A consultative and professional Council providing relevant, attainable, and efficient delivery of services.

Delivery Outcome

OBJECTIVE: 4.2 Efficient and effective services.

SUSTAINABILITY ASSESSMENT:

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 the 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:

Nil

Attachments

3. [RAO Statement](#)
4. [I&E Type](#)
5. [I&E Activity](#)
6. [I&E Variation](#)
7. [Capital Budget](#)
8. [Capital Variation](#)
9. [Cash & Investments](#)
10. [Cash & Investments Variation](#)
11. [Ratios](#)
12. [Consultancy and Legal](#)

8.5 OUTSTANDING RATES AND CHARGES UPDATE

REPORT AUTHOR: ACTING RATES OFFICER
RESPONSIBLE DIRECTOR: BUSINESS SERVICES

EXECUTIVE SUMMARY:

This report aims to provide Council with an update on efforts to recover and reduce outstanding rates and charges.

RECOMMENDATION:

That Council resolves to:

1. Receive and note the report.
2. Receive a further report at the Ordinary Meeting of Council in April 2022 on the progress of efforts to reduce outstanding Rates and Charges.
3. Place the Draft Debt Recovery Policy on Public Exhibition for a minimum of 28 days.
4. At the close of the exhibition period a report is to be prepared for Council to consider any submissions that are being received.

BACKGROUND:

At Council's Ordinary Meeting on 20 May 2021, Council considered the report Outstanding Rates, Charges, and Other Debts and resolved:

"That the General Manager bring forward an action plan to reduce outstanding debt".

At Council's Ordinary Meeting on 25 August 2021 Council received a report titled *Outstanding Rates and Charges Action Plan* and resolved

1. *Receive and note the report.*
2. *Consolidate recovery actions for Rates and Annual Charges with recovery actions for Water Consumption Charges into single and combined claims.*
3. *Limit the issue and service of Statements of Claim under the Civil Procedure Act 2005 to claims of \$1000 or more.*

At Council's Ordinary Meeting on 27 October 2021 Council received a report *Outstanding Rates and Charges Update* and resolved:

1. *Receive and note the report.*
2. *Receive a further report at the Ordinary Council meeting in February 2022 on the progress of efforts to reduce outstanding Rates and Charges.*
3. *The General Manager is to forward the report to the OLG Consultants for review.*

REPORT:

Outstanding Rates and Charges Position Comparison

Overdue by Amount as of 7 July 2021.

Overdue Amount Range	Number of Properties	Percentage of Properties in Arrears	Total Overdue \$000's	Percentage of Total \$ Overdue
\$10K plus	32	5.90%	\$567	45.8%
\$5K to <\$10K	47	8.60%	\$325	26.2%
\$2K to <\$5K	61	11.20%	\$196	15.8%
\$1K to <\$2K	48	8.80%	\$70	5.6%
\$500 to <\$1K	74	13.50%	\$53	4.3%
\$250 to <\$500	51	9.30%	\$19	1.5%
\$100 to <\$250	41	7.50%	\$7	0.6%
<\$100	193	35.20%	\$2	0.2%
Totals	547	100.0%	\$1,239	100.0%

Overdue by Amount as of 11 October 2021.

(Bracketed figures indicate movement since 27 July 2021).

Overdue Amount Range	Number of Properties	Percentage of Properties in Arrears	Total Overdue \$000's	Percentage of Total \$ Overdue
\$10K plus	32 (0)	5.0%	\$558 (-\$9)	46.7%
\$5K to <\$10K	40 (-7)	6.2%	\$279 (-\$46)	23.3%
\$2K to <\$5K	60 (-1)	9.3%	\$195 (-\$1)	16.3%
\$1K to <\$2K	51 (+3)	7.9%	\$74 (+\$4)	6.2%
\$500 to <\$1K	75 (+1)	11.7%	\$56 (+\$3)	4.7%
\$250 to <\$500	66 (+15)	10.3%	\$23 (-\$4)	1.9%
\$100 to <\$250	48 (+7)	7.5%	\$9 (+\$2)	0.8%

<\$100	270 (+77)	42.1%	\$2 (\$0)	0.1%
Totals	642 (+95)	100%	\$1,196 (-\$43)	100%

Overdue by Amount as of 31 January 2022.

(Bracketed figures indicate movement since 11 October 2021).

Overdue Amount Range	Number of Properties		Percentage of Properties in Arrears	Total Overdue \$000's		Percentage of Total \$ Overdue
\$10K plus	31	(-1)	5.2%	\$556	(-\$2)	50.0%
\$5K to <\$10K	35	(-5)	5.9%	\$244	(-\$35)	21.9%
\$2K to <\$5K	56	(-4)	9.4%	\$180	(-\$15)	16.2%
\$1K to <\$2K	41	(-10)	6.9%	\$59	(-\$15)	5.3%
\$500 to <\$1K	57	(-18)	9.6%	\$40	(-\$16)	3.6%
\$250 to <\$500	54	(-12)	9.1%	\$19	(-\$4)	1.7%
\$100 to <\$250	67	19	11.3%	\$11	(\$2)	1.0%
<\$100	253	(-17)	42.6%	\$3	(\$1)	0.2%
Totals	594	(-48)	100%	\$1,112	(-\$84)	100%

An improved reduction to the total overdue is evident in the 3 ½ months to 31 January 2022. During this period the 2nd rate instalments and two quarterly Water Consumption Accounts of \$184,000 have fallen due.

Overall collections in the period Mid-October 2021 to end January 2022 were approximately \$744,000.

Overdue/Reminder Notices (Reminders)

Reminders were issued on 17 September 2021 for all properties with overdue rates and charges of \$100 or more. Excluded from this process were customers with a current/complying payment plan (47) or where we had previously been unable to locate ratepayer (11) – the latter group flagged for inclusion in a future sale of land.

A summary of Reminder notices issued is provided in the following table.

Notice/Debt Type	Number of Notices	Total Value (\$000's)
Rates	320	\$437
Rates & Water	77	\$462
Water	30	\$85
Totals	427	\$984

These notices provided 14 days for payment or contact to establish a suitable payment plan.

Analysis of movement in response to Reminders notices is provided in the following table.

Notice Type	Rates		Rates and Water		Water	
	Number	Total Value (\$000s)	Number	Total Value (\$000s)	Number	Total Value (\$000s)
Movement Reason						
Paid in Full	71	\$32	9	\$21	11	\$3
Part Paid	27	\$19	22	\$89	10	\$64

Unpaid	219	\$372	46	\$353	9	\$17
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Additionally, following the issue of Reminder notices, payment arrangements were entered into on 23 properties for approximately \$55,000 of overdue rates and charges.

Final (pre-legal) Notice/Letter of Demand (LOD)

LODs were issued on 12 October 2021 (as of 7 October 2021) by the Council's Debt Recovery Service provider for all properties with overdue rates and charges of \$250 or more. Excluded from this process were customers with a current/complying payment plan (55) or where we had previously been unable to locate ratepayer (19) – the latter group flagged for inclusion in a future sale of land.

Notice/Debt Type	Number of Notices	Total Value (\$000's)
Rates	195	\$346
Rates & Water	60	\$456
Water	17	\$77
Totals	272	\$879

LODs provide a 14-day period for payment or for entering into a suitable payment arrangement i.e., expire 26 October 2021.

Analysis of movement in response to Final (pre-legal) Notice/Letter of Demand (LOD) notices is provided in the following table.

Notice Type	Rates		Rates and Water		Water	
	Number	Total Value (\$000s)	Number	Total Value (\$000s)	Number	Total Value (\$000s)
Movement Reason						
Paid in Full or OS less than \$100	77	\$60	2	\$2	4	\$4
Part Paid	26	\$48	18	\$63	0	\$0
Unpaid	61	\$156	29	\$306	2	\$1
Payment Arrangement	31	\$82	11	\$85	11	\$72

The LODs expired 26 October 2021 following which SMS and/or Email requests for contact/payment were issued to those customers for which we held mobile numbers and/or email addresses.

It became evident that significant delays/issues with mail delivery of LODs had occurred so additional time for delivery/compliance with notices was allowed, by which time it was late November 2021. As such it was decided not to proceed with the next step of issuing a summons warning letter, which would provide a further 14 days for contact/payment – as this would lapse in lead to Christmas.

On 27 January 2022 summons warning letters were issued to those customers who had not paid or made and complied with a payment arrangement and where the overdue amounts were over \$1000. The overdue amount included amounts that had fallen due and unpaid in the period since the LODs were issued i.e., 2nd rate installment, due 30 November 2021, and first and second quarterly water consumption accounts due 15 October 2021 and 21/1/2022 respectively. These warning letters provide 14 days for contact/payment i.e., by 11 February 2022. Customers for which mobile phone and/or email addresses are held were contacted through those channels.

The remaining unsatisfied accounts will be reviewed once that timeframe passes and will assess possible impacts on mail deliveries due to COVID-19 and wet weather/flooding road closures.

Summonses are expected to be issued in late February 2022 with personal service of same to follow over the coming weeks. It is expected that the personal service of summonses will result in a large number of requests for payment arrangements.

Until that point in the process is reached, an assessment of the most appropriate future actions cannot be made however it remains clear that the sale of land for unpaid rates will be the only viable option in many cases. Other avenues will be explored including application for and enforcement of judgements through the courts and/or restriction of water supply where appropriate.

Sale of Land for Unpaid Rates

As indicated above a further sale of land appears inevitable. However, it is appropriate to continue working through the existing processes to ensure the sale of land is exercised as a last resort.

Restriction of Water Supply

In consultation with key internal stakeholders, an internal procedure has been developed to support provisions within Council's existing Debt Recovery Policy. Through the development of that procedure, several potential improvements to the Debt Recovery Policy were identified. The proposed changes include:

- Withdrawing the provision to fully disconnect supply on the basis that the NSW OLG Debt Management and Hardship Guidelines state that a decision to restrict water supply must allow sufficient water use to maintain personal hygiene.
- Withdrawing from the policy provisions to charge fees for issuing notices of intent to restrict or disconnect supply on the basis such actions are not considered to be services for which fees may be applied under Section 608 of the Local Government Act 1993.
- Increasing the minimum debt threshold from \$500 to \$1000 applicable to issuing a Statement of Liquidated Claim
- Variations to allow certain steps, currently prescribed under the policy as to be performed by Council's Debt Recovery Provider (DRP), to enable those steps to be performed by the DRP or by Council staff.
- Other minor changes to improve the functional application of the policy and improve consistency within the document.

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

Community Strategic Plan Outcome

There is no direct link to the Council's Community Strategic plan however collection of rates and charges provides funding for a range of rates and services.

Delivery Outcome

No Direct Link.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social		
Environmental		
Economic	Improved Cashflow	
Governance	Improved Collection Ratio	

Financial and Resource Implications:

None identified

Policy, Legal and Statutory Implications:

The relevant Policy, Legal and Statutory framework includes:

[Local Government Act 1993](#)

[Civil Procedure Act 2005](#)

[Council's Debt Recovery Policy](#)

[Council's Economic Hardship Policy](#)

[The Office of Local Government's Debt Management and Hardship Guidelines](#)

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

No risks were identified.

OPTIONS:

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition

Key internal stakeholders have been engaged.

External Exhibition

It is appropriate to place the Draft Debt Recovery Policy on public exhibition for a period of no less than 28 days before Council receives a further report recommending its adoption.

Attachments

13. [Draft Debt Recovery Policy](#)

8.6 SMART WATER METERS, METER READING, AND BILLING UPDATE

REPORT AUTHOR: ACTING RATES OFFICER
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES &
DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

This report aims to provide Council with an update on the smart water meter rollout, water meter readings, water consumption billings, and collections of outstanding water charges.

RECOMMENDATION:

That Council resolves to:

1. **Receive and note the report.**
2. **Receive the next quarterly report on water meter reading, billing, and collections at the Ordinary Meeting of Council scheduled for 27 April 2022.**

BACKGROUND:

Smart metering of filtered water supplies in Ivanhoe and Wilcannia was substantially completed in March 2020 with further smart metering installed in October 2020. Funding for these works was provided through the NSW Government's Safe and Secure Water Program.

Smart metering of the White Cliffs filtered water supply is proposed as part of the reticulation network upgrade works in that township.

Raw water supplies are metered in Ivanhoe but are unmetered in Wilcannia. Currently, there are no plans to install smart meters on raw water supplies in either Ivanhoe or Wilcannia. White Cliffs does not have a raw water supply.

The council received a report on smart metering, water meter reading, and billing activities at its Ordinary meeting on 24 February 2021. That report identified that approximately 70-80 filtered water services in Ivanhoe and Wilcannia do not yet have smart meters installed.

At Council's Ordinary Meeting on 22 April 2021, Council resolved to:

Receive quarterly reports on water meter reading, billing, and collections commencing in April 2021.

The previously quarterly report on this matter was considered at Council's Ordinary Meeting on 27 October 2021 when Council resolved:

1. ***Receive and note the report.***
2. ***Receive the next Quarterly report on water meter reading, billing, and collection at the Ordinary Meeting of Council scheduled for 23 February 2022.***
3. ***A Policy and Procedure be brought forward for Water Meter Restrictions.***

REPORT:

1. **Meter Reading and Billing**

Water meters throughout the Shire were the last read in the full week of November 2021. Water Consumption accounts were issued on 15 December 2021 with the due date for payment of 21 January 2022.

The next round of water meters readings is planned for the last full week in February 2022 with accounts to issue 15 March 2022 and due for payment 18 April 2022.

Council's water billing programs remains on a true quarterly cycle.

2. Completion of Smart Metering – Ivanhoe and Wilcannia

A quote to complete this work has been accepted and funding is included in the 2021-22 Water Capitals Works budget. Commencement of this work has been delayed due to the COVID situation across the state and further afield restricting the ability of contractors to perform the work. At this stage, it is difficult to predict when these replacements will be made however this is under review as Covid restrictions ease and the required resources become available.

3. Outstanding Water Consumption Charges

This report addresses the Council's position on the collection of water consumption charges which had previously been affected by delays in the metering, meter reading, and water consumption billing spaces throughout the 2019-20 and the first half of the 2020-21 period.

To recap, water consumption accounts issued in November 2020 covered a period of approximately 15 months (July/August 2019 to November 2020) and as such the accounts issued were generally for larger amounts than previous accounts. To ease the impact of these larger billers, customers were provided with a two-month pay-by-date in lieu of the usual one-month to pay and invited to discuss extended payment terms based on individual circumstances.

The position of water consumption charges levied and collected as of 30 June 2019, 2020, and 2021 is set out below.

	30 June 2019	30 June 2020	30 June 2021
Levied Year to Date \$000's	\$233	\$155	\$719
Amount Outstanding \$000's	\$422	\$403	\$405
Percentage Overdue/Levied	181%	260%	56%

The total amount outstanding of 30 June 2021 includes approximately \$80,000 in charges that were not due for payment until 15 July 2021.

As of 10 August 2021, the total outstanding amount had been reduced by \$63,000 to \$342,000.

The 30 June 2021 position also reflects that, during the 2020-21 period, \$137,000 of water consumption charges were written off during 2020-21, due to losses incurred from sales of land for unpaid rates.

A separate report within this Business Paper details actions underway and proposed to recover overdue water consumption charges and annual rates and charges.

Analysis by Owner Entity Type.

The table below sets out the position as of 31 January 2022.

Overdue Water by Owner Entity Type	Amount Overdue	Percentage of Total Overdue
Government	\$21,679	6.5%
Non-Government Community Organisation	\$84,892	25.6%
Private/Other	\$225,299	67.9%
Total	\$331,871	100%

A significant proportion (25.6%) of overdue water consumption charges relate to the Non-Government Community Organisation group. Council staff has been engaged in discussions regarding payment of outstanding amounts attributable to this group. Those discussions have contributed to a reduction of \$61,000 (46 percentage points) since 31 March 2021.

Discussions around the recovery of amounts owed under the Non-Government Community Organisation group have progressed well with \$78,000 of the amount owed in that group legislatively Government Guaranteed and now under a payment arrangement with scheduled full payment expected by 30 June 2022.

There is also an increase in the Government group since Council received the previous report on this matter. These amounts are expected to be recovered in full in the short term, based on recent delays in payment processing due to COVID-19 impacts on resources within the various government departments and agencies. Almost all amounts under the Government Group are overdue by less than 10 days at the time of writing this report.

A separate report regarding collections of other outstanding accounts is included in the Business Paper for this meeting.

4. Restriction of Water Supply

At the Ordinary Meeting of Council on 25 August 2021, Council resolved that:

A Policy and Procedure be brought forward for Water Meter Restrictions.

This matter has been addressed within the current business paper under the report titled Outstanding Rates and Charges Update - February 2022.

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

Community Strategic Plan Outcome

GOAL 1: A healthy and cohesive community, receiving recognition and supported by coordinated, appropriate, and affordable services.

Goal 3 A protected and supported natural environment and a sustainable and well-maintained built environment.

Delivery Outcome

1.2 Improved community services and facilities.

- 3.1 Collaborative approach to environmental management and protection.
- 3.3 Safe and reliable water supplies and road networks for Shire communities.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Improved customer engagement	
Environmental	Improve water efficiency	
Economic	Improved cash flow stability through regularity in billing	Implementation Costs
Governance		

Financial and Resource Implications:

The recent engagement of a permanent Finance Officer (Revenue) will support the continuation of quarterly water meter readings, water consumption billing, and further improvement of collections.

Completion of smart metering of filtered water supplies has alleviated many of the issues which contributed to previous delays in meter reading and water consumption billing.

Smart Meters enabled the quarterly readings to be completed and bills issued on schedule (with a small number of exceptions/non-smart meters) in October 2021, despite the significant disruptions caused by Covid-19 in Wilcannia around that period.

The finalisation of smart metering in Ivanhoe (filtered supply) and Wilcannia will assist further in this regard. This work is fully funded in Council’s 2021-22 capital works budget.

Policy, Legal and Statutory Implications:

- Local Government Act 1993
- Local Government (General) Regulation 2021
- Office of Local Government Debt Management and Hardship Guidelines
- Councils Debt Recovery Policy
- Council’s Economic Hardship Policy

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

Nil

OPTIONS:

None identified.

COUNCIL SEAL REQUIRED:

No.

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition

Relevant internal stakeholders have been engaged with and will continue to influence future outcomes in this space.

External Exhibition

Not required.

9. GOVERNANCE REPORTS

9.1 UNSEALED ROAD POLICY AND REPORTING PROCEDURE

REPORT AUTHOR: GENERAL MANAGER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

The report is seeking Council support for the public exhibition for 28 days of the Unsealed Road Policy and the Road Reporting Procedure. Following the public exhibition, a report back to the council to be presented for the endorsement of the Unsealed Road policy and procedure, and the implementation of an On-call roster system for closing and opening roads.

RECOMMENDATION:

That Council will:

- 1. Receive the report.**
- 2. Endorses the Unsealed Road -Wet Weather Policy with the Road Reporting Procedure be placed on public exhibition for 28 days. Following the Public Exhibition, a report is to be presented to the Council for any changes made and the endorsement of the policy and procedure.**
- 3. On the endorsement of the Unsealed Road-Wet Weather policy and procedure, an On-call Roster is to be implemented for Road Condition reporting.**

BACKGROUND:

Central Darling Shire Council Road Network length is 2400 km with an estimated value of \$108,798,241. The length of the unsealed road network is 2168km, of which 95% is not all-weather access, with less than 25mm of rain. In recent years, Council has installed 9 (Nine) electronic open/closed signs with another 7 (Seven) installed and will be commissioned in March 2022. For some time, Council has had an Unsealed Roads-Wet Weather Policy in place, however, has not had an operational procedure for reporting of closing and opening of unsealed roads.

Opening and closing of unsealed roads outside of normal business hours have relied on staff availability at the time. Currently, there is no On-call Roster for road closure/opening in place for engineering staff.

REPORT:

The Unsealed Roads - Wet Weather Policy has been reviewed and updated. A Road Reporting Procedure has been developed for staff internal use. Both documents will be on

public exhibition for 28 days, following public exhibition to be adopted by Council. The Road Reporting Procedure outlines the procedure for closing, monitoring, and re-opening councils' unsealed road network.

Council does not have any Engineering or Technical staff on-call out of ordinary business hours. When it becomes necessary to open or close roads out of hours, this is subject to staff availability, who are called into work. This has become problematic, especially during weekends in the availability of staff having the knowledge and skills to manage the procedure and technology involved in the process.

To have staff on an On-call Roster system, requires payments to be on-call and additional overtime worked, when incurred out of normal business hours, as stated in the Local Government (State) Award 2021. The current rate for staff to be on-call is \$187.50/week (\$21.02/ordinary workday and \$41.17/weekends).

The assumption below, provides an indicative cost to Council, for one staff member to be on-call for a week, with overtime payments which have been incurred on Saturday and Sunday, with a cost over a 12-month period.

On-call allowance - Monday to Sunday	\$187.50
Called into work Saturday afternoon, worked 2 hrs @ double time	\$229.32
Called into work Sunday afternoon, worked 2 hrs @ double time	\$229.32
One Week - cost for on-call and overtime, excluding wages during normal working hours	\$646.14
One Year - total cost on-call and overtime, excluding wages during normal working hours	\$33,599.25

The above cost does not include the Communications Officer's involvement for notices to be placed on Council social media sites. Engineering and Technical staff would be trained to place Road Closure/Opening notices on Council social media sites. While the costs are only estimates and will vary each year subject to unseasonal conditions, e.g., drought. The estimated annual cost of \$33,599.25 is to manage the closure and reopening of roads; this equates to the cost of repairing 17km's of unsealed road, damaged by vehicles driving in wet conditions.

There are sufficient funds in the Shire Services budget to commence the On-call procedure for the remaining financial year, however, a budget adjustment will be required for the 22/23 Financial year.

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

Community Strategic Plan Outcome

Goal 3: A protected and supported natural environment and a sustainable and well-maintained built environment.

Delivery Outcome

3.4: Improved infrastructure across the Shire.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Yes-providing better service to communities	No
Environmental	No	No
Economic	Yes- providing better service to communities	No
Governance	No	No

Financial and Resource Implications:

Require budget increase for wages in 22/23 Financial Year

Policy, Legal and Statutory Implications:

No implications

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

Nil

OPTIONS:

Don't implement the On-call Roster system

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:**Internal Exhibition**

The discussion has been had with Deputy Director Shire Services and technical staff

External Exhibition

Unsealed Road -Wet Weather Policy requires public exhibition for 28 days, the Road Reporting Procedure to accompany the policy as further information.

Attachments

[14. Unsealed Roads- Wet Weather Policy](#)

[15. Road Reporting Procedure](#)

9.2 HUMAN RESOURCE MANAGEMENT ACTIVITIES

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 the report.**
2. **Endorse the increase in FTE for 2021/22 by 2.0FTE to ensure business continuity.**

BACKGROUND:

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.

REPORT:

Vacancies:

Below are the vacancies currently being advertised externally:

Position	Closing Date	Status / Progress
Water Treatment Plant Operator (Ivanhoe)	22 February 2022	Position being readvertised
Building & Plant Maintenance Officer	2 July 2021	Position placed on hold for now.
Town Ganger Ivanhoe - Readvertised	22 February 2022	Position being readvertised
Utilities Engineer	12 November 2021	The recruitment process was unsuccessful. Currently revisiting the position requirements.
Administration Officer (Post Office) / Administration Officer (CDSC)	29 November 2021	Selection process underway

Attracting quality candidates remains a challenge for Council, particularly in key specialised and administrative areas. It is proposed to address this challenge through the HR Framework.

Organisational Structure:

Below is a summary of the FTE numbers for 2021/22 as of 9 February 2022:

Department	Original Budget	Adjusted Budget	Variation	Actual	Vacant
Governance	4.23	4.23	0	4.23	0
Business Services	13.36	13.40	+0.04	12.40	1
Shire Services	43.52	43.60	+0.08	36.60	7
Total	61.11	61.23	+0.10	53.23	8

The following positions were not captured in the original 2021/22 FTE budget. As a result, the following organisational FTE and budget increases are being sought to ensure continuity of work being undertaken within the Shire:

- 1.0 FTE – Truck Driver (White Cliffs) – Budget Impact for 2021/22 FY - \$31,000
- 1.0 FTE – Governance Officer – Budget Impact for 2021/22 - \$32,000

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.

Organisational Development:

A program that aims to support the organisation in the areas of customer service, workplace culture and leadership development commenced in February 2022.

1,000 Jobs Package – Traineeships and/or Employment:

Work continues with the placements of the approved in a staggered approach based on location to ensure the program is successful.

Human Resource Framework 2021-2024:

An internal Human Resource Framework 2021-2024 has been drafted to guide the organisation in key HR activities and good governance practice. This framework covers off on key gaps identified and will be integrated into the organisation's workforce plan that is required under the Integrated Planning and Reporting framework.

Human Resource Procedures:

Work continues on the development and implementation of human resource procedures to address legislative obligations and guide the organisation with good governance practices.

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

Community Strategic Plan Outcome

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.

Delivery Outcome

Objective 4.2 Efficient and effective services and informed Councillors and staff.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Potential career opportunities from within the community.	Nil
Environmental	Improve reputational and Service Delivery to communities.	Nil
Economic	Receipt of Federal Government Assistance to support employment opportunities from within the community.	Potentially, some increase in operational and service delivery costs may be identified which will need to pass onto consumers.
Governance	Council meets its legislative and statutory requirements	The requirement for additional staff may come at a financial cost to Council

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

9.3 COMMUNITY ENGAGEMENT UPDATE

REPORT AUTHOR: COMMUNITY ENGAGEMENT OFFICER
RESPONSIBLE DIRECTOR: GENERAL MANAGER

EXECUTIVE SUMMARY:

The purpose of this report is to provide Council with regular updates on community engagement activities.

RECOMMENDATION:

That Council will:

- 1. Receive and note the report.**

REPORT:

The report covers the three-month period from 1 November 2021 to 31 January 2022.

GENERAL MEDIA

Over the reporting period, there were 21 media releases issued by Council. This includes matters relating to the Ivanhoe COVID outbreak, as well as Christmas and Australia Day messages issued on behalf of the Administrator.

COUNCIL WEBSITE

Council's website continues to attract increased traffic, with the Road Conditions page overtaking the Home page in hits over the reporting period.

In addition to the website traffic numbers is a Flood Information Page which was created in January to provide one-touch information on the current flood event. The NSW SES Flood Bulletins are uploaded as they are issued, and as the water moved into Central Darling Shire, the precis of the report has been published. In addition, any extraordinary events are published on the page, with a link back to the Council's Road Conditions page for travellers looking for that information.

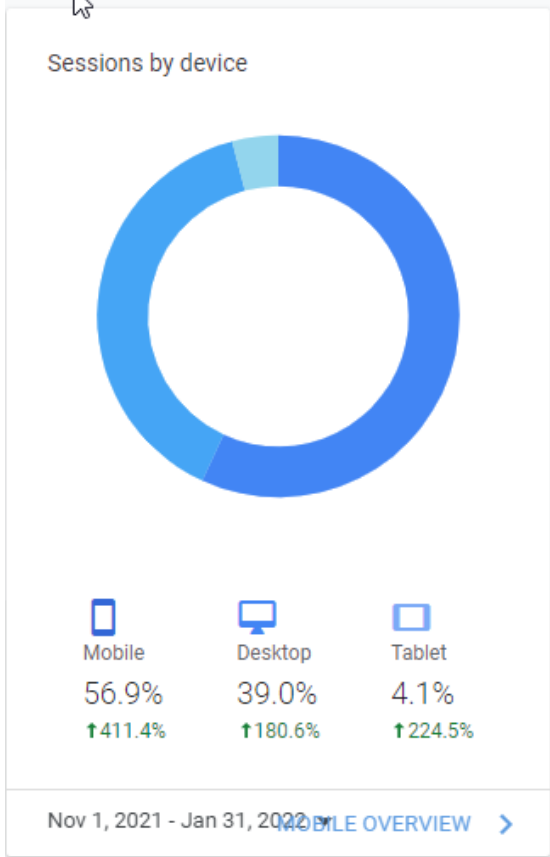
The first graphic in this report was extracted from Google Analytics on 4 February 2022 and reflects a 90-day preceding period visitation.

The second graphic is the types of devices used to access the website in the reporting period, with a corresponding increase in traffic from those sources. Mobile use is 56.9% with a 400% increase in traffic, desktop access is 39% with a 180% increase in traffic, and tablets are used to access the site in 4.1% of hits, an increase of 224%. These figures are calculated as a mean over the reporting period.

Page	Pageviews	Page Value
/Services/Road-conditions	12,656	\$0.00
/Home	5,925	\$0.00
/Infrastructure/closed-roads	858	\$0.00
/about-the-shire/road-conditions-report.aspx	818	\$0.00
/News-articles/Extra-COVID-testing-sites	649	\$0.00
/Council	499	\$0.00
/about-the-shire/road-condition-report.aspx	437	\$0.00
/Infrastructure/2022-Flood-Information	296	\$0.00
/Council/Careers	291	\$0.00
/Council/CSP-Review	264	\$0.00

Last 90 days ▾ [PAGES REPORT >](#)

What are your top devices?



There has been a marked increase in the use of mobile devices to access the website. This could be reflective of the increase in travellers with the lifting of lockdown but indicates that the website is now also recognised as accessible on mobile devices.

Bounce rates indicate the way users enter and exit the website. It appears users are utilising the website for specific information. There appears to be minimal “browsing” with entry and exit points from the website primarily on a single page.

Over the reporting period, there were 155 hits on the Council meeting page, which provides access to business papers, minutes, and a link to Council’s YouTube page which hosts meeting recordings. Around 70 percent of users appear to use the YouTube page link to go to recordings. Of these 155 hits, 86 were unique users, which means almost 50 percent of our visitors to the Meetings page returned more than once.

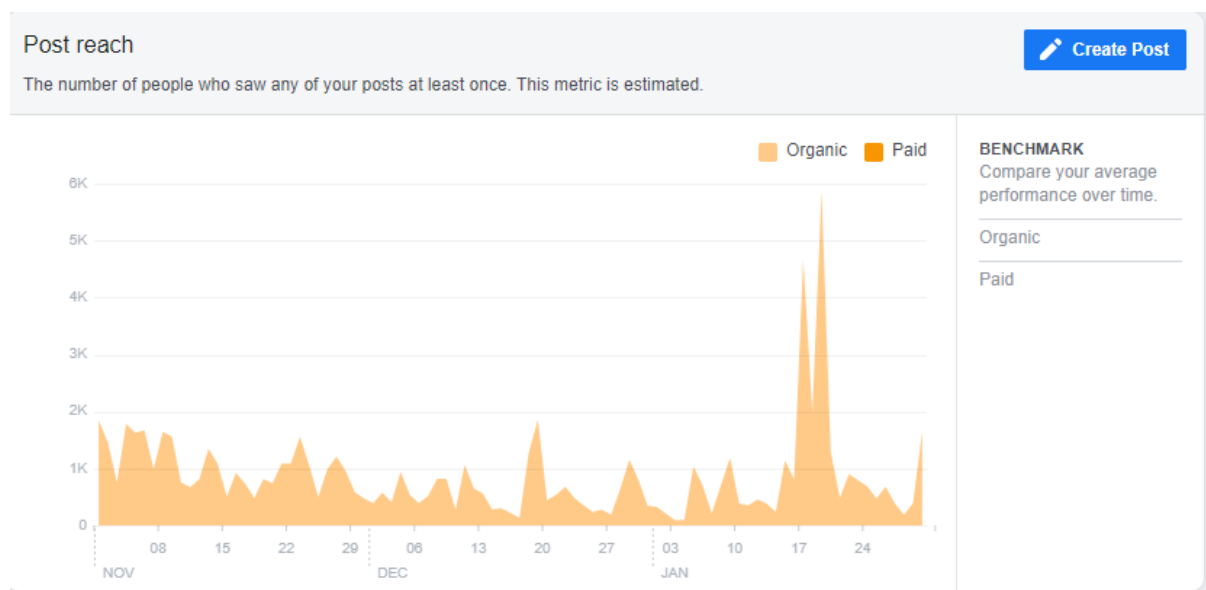
In cases where there is a confidential section of the Council meeting, two recordings will be uploaded to Council’s YouTube channel. One (referred to as Part 1) is Open Council, the other (referred to as Part 2) is the announcement of resolutions made in Confidential, late business, and close of meeting procedures. If there is no Confidential section of the meeting, there will only be one recording.

In addition to the website statistics, viewings of meeting recordings which are placed on the Council’s website via a dedicated YouTube channel have remained steady with an average of 15 viewings per meeting. The YouTube channel has been set as a ‘kids only’ channel ensuring any pop-up advertising will be suitable for a general audience.

FACEBOOK

Council’s Facebook page is increasing its reputation as a reliable information source. Over the reporting period, Council’s Facebook following has had a net increase from 2,400 to 2,700.

Engagement with the Facebook page is highly dependent on current events. The attached graphs show a spike in November (around the time of the Ivanhoe COVID outbreak) with a calming over December and a further spike towards the middle of January as flood information was being shared’.



Attachments

1. NIL

10. CORPORATE SERVICES REPORTS

10.1 ICT STRATEGIC PLAN – 3 YEAR UPDATE

REPORT AUTHOR: DIRECTOR BUSINESS SERVICES
RESPONSIBLE DIRECTOR: DIRECTOR BUSINESS SERVICES/GENERAL
MANAGER

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 them 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. Support 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 risks. 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 progressively updated/updated them to align with the cloud-based environment including key ones functionally and operationally such as–

- Practical Plus (online accounting system)
- Content Manager 10 (an 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 efficiently, e.g. –

- Replacement of Multi-function device fleet which is currently due including security-based printing which will reduce wastage and promote confidentiality.
- Customer Relationship Management (CRM) system to enable real-time capture, response, and follow-up action to address customer inbound/outbound communications.
- Video conferencing systems upgrade to Council Chambers and Wilcannia Depot meeting room.
- Electronic payroll system including timesheets, associated job costing, and reporting which will significantly enhance payroll processing, job costing, reporting, and minimise the 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 12-week migration project phase commenced 13 July 2021 with an original 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. Consequently, the migration project completion timeframe has been rescheduled to the end of the first week in March 2022. There has been a range of relatively minor operational issues identified during the current user testing phase which have been successfully resolved as they have been identified. The operational disruption to CDSC’s normal business environment has been minimal which reflects the project requirements brief given to our solution provider. The migration project is currently on track to be completed within agreed, rescheduled timeframes.

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

Community Strategic Plan Outcome

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.

Delivery Outcome

Cloud-based IT environment, which is operationally robust, easy to update, and adapt to continuously evolving standard operating environment with minimal risk to data loss and data integrity.

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 the speed of reporting	

Financial and Resource Implications:

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

Reduce –

- Reliance on physical IT equipment, e.g., servers
- IT-related costs, e.g., 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

16. [Efex – CDSC – Feb22v1 - ICT Infrastructure Upgrade Project Update Report](#)

10.2 CDSC CONTINUOUS IMPROVEMENT PATHWAY (CIP) PROGRAM

REPORT AUTHOR: DIRECTOR BUSINESS SERVICES
RESPONSIBLE DIRECTOR: DIRECTORS/GENERAL MANAGER

EXECUTIVE SUMMARY:

Statewide Mutual is working with Council to facilitate and deploy the 2021-2022 CIP Program plus the capture of benchmarking information. The program reviews and audits using self-assessment tools, how Council has integrated the key risk exposure areas against its integrated planning/reporting requirements and best practice principles. The three key self-assessment topics were –

- Claims Management
- Storm Water
- Trees and Tree Roots

Participation within this program currently makes up 40% of any discretionary risk initiative distribution of surplus funds.

Councils provide “Yes” or “No” responses with supporting evidence for the former and ensuing action items to promote and facilitate continuous improvement.

The benchmarking results assist both, Council to identify and action improvement opportunities, and Statewide to analyse and determine how they can work constructively with Council to improve its strategic and operational capability and mitigation management of these key operational risk areas.

RECOMMENDATION:

That Council will:

1. **Receive the report.**
2. **Support Council’s ongoing participation in the CIP Program.**
3. **Endorse recommendations for any actions required to address the key risk areas noted.**

BACKGROUND:

The CIP program is based on the AS ISO3100:2018 principles for the management of risk.

The 5 key reasons for CIP are –

- Creates opportunities for the self-assessment of key business risks.
- Helps Council understand the inherent strengths/weaknesses in its various business activities, current management systems.
- Targets key high-risk assets and business activities that contribute to high claims numbers.
- Benchmarks Council’s performance against other Councils across the state, region, and similar OLG group councils.
- Program participation qualifies Council to access discretionary rebates.

Key benefits are –

- Alignment to IP & R framework.
- Enables Council to gain clear insights into its systemic strengths, weaknesses, and effectiveness.
- Supports continuous improvement via systematic implementation, monitoring, and review of improvement actions.
- Demonstrates accountability and can assist individual risk owners to meet KPIs set under Governance frameworks.
- Provides knowledge transfer to both new and existing staff on the status of an asset or business activity.
- Meets the new OLG Risk Management and Internal Audit Framework requirements.
- Demonstrates to all its key stakeholders Council's commitment to risk management activities.
- Aligns to Council's overall audit program.
- Supports Council's obligations under S2.1.1 of the Statewide Mutual Deed.

Statewide's Regional Risk Management Team proactively monitors the CIP Program and addresses as appropriate feedback from Council and the Board with the overarching intent of "promoting good risk management practice".

REPORT:

This year 90 of 103 general-purpose Councils participated wholly or partially in the CIP self-assessments.

The following table compares CDSC to the state averages for the key areas noted.

Key Area	NSW State	CDSC	Comments
Claims Management	57%	70%	Council provided negative responses to 8 questions
Stormwater Management	66%	75%	Council provided negative responses to 8 questions
Trees and Tree Roots	60%	61%	Council provided negative responses to 13 questions
Average	62%	70%	Council compared favourably overall against the State averages

The required corrective actions for negative responses are noted in the attached Statewide Mutual report.

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

Community Strategic Plan Outcome

Council is able to deliver its required community services and business activities with minimal business, financial and operational risk.

Delivery Outcome

Council minimises business, financial and operational risk when conducting its required community services and business activities.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Will enable Council to deliver its community service and business obligations with minimal adverse social impact.	Recurring costs to take corrective action if not appropriately addressed in the first instance.
Environmental	Will mitigate potential recurring adverse environmental impact.	Will contribute to ongoing adverse environmental impact if not appropriately addressed in the first instance.
Economic	Will mitigate recurring capital/operational costs and risk to reliable, continuous service delivery.	Will potentially increase in funding requirements to rectify and maintain issues identified.
Governance	Enables Council to proactively manage and address risk areas noted.	Will potentially increase reporting obligations.

Financial and Resource Implications:

No major implications in the Business Services area negative response items identified, however, alternative funding streams to amounts yet to be fully determined will be required to address the negative response items identified in the Shire Services area.

Policy, Legal and Statutory Implications:

To be determined once duly considered by Council.

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

To be determined once duly considered by Council.

OPTIONS:

Not applicable

COUNCIL SEAL REQUIRED:

Not applicable

COMMUNITY ENGAGEMENT AND COMMUNICATION:

To be determined once duly considered by Council.

Attachments

11. SHIRE SERVICES REPORTS

11.1 EMPLOYMENT ZONES AMENDMENT TO THE CENTRAL DARLING LOCAL ENVIRONMENTAL PLAN 2012

REPORT AUTHOR: SENIOR PLANNER/ EHO
RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

To provide Council with information regarding the Standard Instrument (Local Environmental Plans) Order 2006 (SI LEP Order). This order amends the Standard Instrument LEP by creating new employment zones that, replace the existing Business and Industrial zones with new zones.

All Standard Instrument local environmental plans in NSW must be made in accordance with the SI LEP Order. This means that a translation amendment to *Central Darling Local Environmental Plan 2012* CDLEP 2012 is required.

The Department of Planning and Environment is coordinating the amendments and is proposing a centralised public exhibition of all LEP amendments in April 2022 on the NSW Planning Portal.

RECOMMENDATION:

That Council will:

1. Receive and note Information on the *Standard Instrument (Local Environmental Plans) Order 2006* (SI LEP Order). This order amends the Standard Instrument LEP creating new employment zones that, replace the existing Business and Industrial zones with new zones. This order also amends the *Central Darling Local Environmental Plan 2012* creating the new employment zones.
2. To endorse the proposed amendments to the *Central Darling Local Environmental Plan 2012* regarding the new title for employment zones and the council's recommended amendments to the land uses for the new employment zones.
3. To note that the Department of Planning and Environment (DPE) will exhibit in April 2022, the proposed amendments to the *Standard Instrument Local Environmental Plan* and the amendments to the *Central Darling Local Environmental Plan 2012* (CDLEP 2012) on the NSW Planning Portal. Council will also be required to exhibit the proposed amendments to the CDLEP 2012 upon the council website.

BACKGROUND:

History

- The Department of Planning and Environment (DPE) has amended the Standard Instrument (Local Environmental Plans) Order to introduce five employment zones and three supporting zones.
- On 1 December 2022 the Business and Industrial zones were repealed from the SI LEP Order.
- The new zones are:
 - E1 Local Centre
 - E2 Commercial Centre
 - E3 Productivity Support
 - E4 General Industrial
 - E5 Heavy Industrial
- Supporting zones
 - MU1 Mixed-Use
 - W4 Working Waterfront
 - SP4 Enterprise
- The new employment zones came into effect within the Standard Instrument Principal Local Environmental Plan on 1 December 2021.
- It was recommended by the NSW Productivity Commission to rationalise the number of employment zones in NSW and to increase flexibility within the new zones to expand the land uses that are permitted.
- DPE exhibited the employment zones framework from 20 May to 30 June 2021. Council did not make a submission.
- To progress the translation to the new zones DPE has provided a preliminary translation of Council's LEP including prepared land use tables. Council has reviewed DPE's translation. This detail is now being prepared for a public exhibition being coordinated by DPE.
- Central Darling Shire Council's recommendations for the new employment land use zones are listed below.

Current considerations

- Council has reviewed the translation of the zones alongside the broader suite of employment zones and has forwarded to the department the nominated zones that best fit councils' strategic planning.
- A savings and transitional provision will be made which means councils can make changes to other documents incrementally including DCPs, Local Strategic Planning Statements, council strategies, policies, plans, and forms.

Councils recommended employment zone amendments to the Central Darling Local Environmental Plan 2012

Council has submitted three (3) return translation detail tables for changes to the employment zones.

The affected zones are:

Current B2 local centre – now E1 Local Centre zone,

Current IN2 Light Industrial zone now the E3 Productivity Support zone,

Current In1 General Industrial zone now the E4 General Industrial zone

Council has requested an additional objective be included in all 3 zones, this objective is aimed at broadening the type of uses for the old B2 local centre – now E1 Local Centre zone, the old IN2 Light Industrial zone now the E3 Productivity Support zone, and the old In1 General Industrial zone now the E4 General Industrial zone.

The proposed changes to the land use zones (to facilitate more rural industry and business opportunities) are in line with the Central Darling Community Strategic Plan and the Central Darling Local Strategic Planning Statement where the aim/ objective and vision is to increase employment and business opportunities within the Central Darling LGA and specifically the town of Wilcannia.

Council has requested some additional permitted with consent land uses and removed the same land uses from the prohibited uses table.

These changes are to enable a greater amount of business and agricultural industry (including food manufacturing from agricultural produce) to be undertaken within the town of Wilcannia. As at present when inquiries occur, we must state that these land uses are currently prohibited within Wilcannia (in all zones).

Next steps

- A self-repealing State Environmental Planning Policy (SEPP) Explanation of Intended Effect (EIE) will be exhibited by DPE in April 2022.
- The SEPP EIE will outline each council's proposed LEP amendment.
- DPE is building a web platform so that communities can readily identify their local changes and make a specific submission on the proposed translation and associated detail relevant to their local areas.
- Submissions in their entirety, as well as summaries, will be shared with councils following the exhibition to enable finalisation of the policy between DPE and Council second half of 2022.
- It is intended and amend all LEPs before December 2022.

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

Community Strategic Plan Outcome

GOAL 2: A strong regional economy supported by developing industries, strong businesses, and increased employment.

GOAL 3: A protected and supported natural environment and a sustainable and well-maintained built environment.

Delivery Outcome

OBJECTIVE: 2.1 Expansion of industries and growth in businesses.

OBJECTIVE: 2.2 Employment growth.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Yes	N/A
Environmental	Yes	N/A
Economic	Yes	N/A
Governance	Yes	N/A

Financial and Resource Implications:

The increase in the permitted land uses within the new employment zones will enable a greater amount of business and agricultural industry (including food manufacturing from agricultural produce) to be undertaken within the town of Wilcannia.

As at present when inquiries occur, we must state that these land uses are currently prohibited within Wilcannia (in all zones).

Policy, Legal and Statutory Implications:

The New South Wales Government is implementing the amendment to the Standard Instrument (Local Environmental Plans) Order 2006 (SI LEP Order). This order will amend the Standard Instrument LEP by creating new employment zones that, replace the existing Business and Industrial zones with new zones. This order will also amend the *Central Darling Local Environmental Plan 2012* implementing the new employment zones.

Council is required to exhibit the amendments to the *Central Darling Local Environmental Plan 2012* on the council website.

The increase in the permitted land uses within the new employment zones will enable a greater amount of business and agricultural industry to be carried out within Wilcannia.

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

The New South Wales Government is implementing the amendment to the *Standard Instrument (Local Environmental Plans) Order 2006* (SI LEP Order); therefore, Central Darling Shire Council acknowledges and endorses the amendments to the *Central Darling Local Environmental Plan 2012*.

OPTIONS:

1. Council notes and endorses the proposed amendment to the *Standard Instrument Local Environmental Plan* and therefore the *Central Darling Local Environmental Plan 2012* and the recommended council requested amendments to the new employment zones.
2. Council does not support the additional changes to the Standard Instrument LEP and CDLEP 2012, therefore will not be able to expand the types of business and industrial uses within the *Central Darling Local Environmental Plan 2012* and the town of Wilcannia.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition

Yes

External Exhibition

Yes - Minimum 28 days on the Central Darling Shire Council website and the NSW Planning Portal.

Attachment

[18. Employment zone reform translation – Return Translation Detail](#)

11.2 INFRASTRUCTURE CONTRIBUTION PLAN 2022

REPORT AUTHOR: SENIOR PLANNER/ EHO
RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

To provide Council with information regarding the requirement for Central Darling Shire Council to prepare the statutory required Infrastructure Contributions Plan for commencement 1 July 2022.

For the council to endorse the engagement of a consultant to prepare the Central Darling Shire Council Infrastructure Contributions Plan by 1 July 2022.

RECOMMENDATION:

That Council will:

- 1. Receive and note Information on the statutory required Infrastructure Contributions Plan under the Environmental Planning and Assessment Act 1979, which commences 1 July 2022.**
- 2. To endorse the engagement of a consultant to prepare the Central Darling Shire Council Infrastructure Contributions Plan.**

BACKGROUND:

The New South Wales government has introduced new legislation to require a Statewide Infrastructure Contributions system that applies to all NSW councils.

Legislation has been introduced to the NSW Parliament as part of the infrastructure contributions reforms to boost productivity, provide certainty for industry, and support housing supply and affordability.

The enabling legislation provides the foundations for a stronger infrastructure contributions system by matching infrastructure funding with infrastructure outcomes for communities.

The new reforms for Infrastructure contributions plans cover local infrastructure plans and regional infrastructure contributions systems to collect levies on development while preserving existing special infrastructure contribution arrangements

The new infrastructure contributions plans benefit landowners and the community by providing funding for the provision of land for local infrastructure when their land is either sold or developed.

The new infrastructure contributions plans provide an incentive for councils to fund infrastructure upfront, allowing councils to borrow and pool their funds.

The amendments:

- Lock in the current essential works list settings for section 7.11 plans for three years.
- Guarantees the section 7.12 rates are reset and cannot be undercut in the future.
- Clearly states the local and regional contributions are separate.
- Ensures regional contributions will be spent in the region where the development is located.

The new system is to commence by 1 July 2022.

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

Community Strategic Plan Outcome

GOAL 1: A healthy and cohesive community, receiving recognition and supported by coordinated, appropriate, and affordable services.

GOAL 2: A strong regional economy supported by developing industries, strong businesses, and increased employment.

GOAL 3: A protected and supported natural environment and a sustainable and well-maintained built environment.

Delivery Outcome

OBJECTIVE: 1.2 Improved community services and facilities.

OBJECTIVE: 1.4 Improved opportunities for our communities.

OBJECTIVE: 2.1 Expansion of industries and growth in businesses.

OBJECTIVE: 2.2 Employment growth.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Yes	N/A
Environmental	Yes	N/A
Economic	Yes	N/A
Governance	Yes	N/A

Financial and Resource Implications:

The implementation of either a section 7.11 or section 7.12 infrastructure contributions plan (*Environmental Planning and Assessment Act 1979*) will enable the council to collect a contribution levy on all development.

This levy will assist in the funding of Central Darling Shire Councils Infrastructure and community building and development projects. Currently, Central Darling Shire Council has no contributions levy plan to enable the collection of infrastructure levy fees to fund council and community infrastructure.

If Central Darling Shire Council does not prepare either a section 7.11 or section 7.12 Infrastructure Contributions plan, Council would be required to draft and gain Ministerial approval for a Voluntary Planning Agreement (requires NSW Government approval) for any development application to obtain funds for council infrastructure works.

Policy, Legal and Statutory Implications:

The New South Wales Government is implementing controls on councils' Infrastructure Contributions Plans to standardise across the state the percentage of infrastructure contributions levy that can be applied to different types of development.

All NSW Councils are required to have an NSW Government approved Infrastructure Contributions Plan by **1 July 2022**.

If the CDSC council does not have a contributions plan approved by the NSW Government, then to obtain funding for infrastructure works associated with a proposed development project will require a Voluntary Planning Agreement between Central Darling Shire Council and the applicant.

Voluntary Planning Agreements will be required to be approved by the NSW Government.

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

If Central Darling Shire Council does not prepare either a section 7.11 or section 7.12 Infrastructure Contributions plan, Council would be required to draft and gain NSW Government approval for a Voluntary Planning Agreement for any development application to obtain funds for council infrastructure works.

OPTIONS:

1. Council notes the information provided.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition

Yes

External Exhibition

Yes

The proposed Infrastructure Contributions plan is required to be exhibited for a minimum of 28 days.

ATTACHMENT 1: EXPLANATORY NOTE ON INFRASTRUCTURE CONTRIBUTIONS AMENDING LEGISLATION

The explanatory note of the proposed amendments for the Infrastructure Contributions plan

The object of the Regulation is to make amendments to *the Environmental Planning and Assessment Regulation 2000* consequent on the commencement of the *Environmental Planning and Assessment (Infrastructure Contributions) Act 2021* as follows—

- a. to provide for the giving of public notice and the public exhibition of planning agreements,
- b. to specify the particulars that must be included in the annual report of a planning authority that has entered into a planning agreement,
- c. to specify the development and land for which a local infrastructure condition or local levy condition may be imposed,
- d. to provide for the indexation of the cost of providing public amenities and public services and contributions relating to local infrastructure conditions,
- e. to make provision for land value contributions, including the method of calculating land value contributions, applications for land value contribution certificates and the content of land value contribution certificates,
- f. to prescribe persons licensed under the *Conveyancers Licensing Act 2003* and Australian legal practitioners as authorised persons who may endorse an instrument of transfer of land in a land value contributions area,
- g. to prescribe the maximum levy rates for different types of development that may be specified in a contributions plan that authorises the imposition of local levy conditions,
- h. to make provision for the calculation of levy amounts that are required to be paid under local levy conditions,
- i. to provide for the indexation of maximum levy rates and levy amounts that are required to be paid under local levy conditions,
- j. to specify the information that must be included in contributions plans,
- k. to require contributions plans to be exhibited and notified on the NSW planning portal,
- l. to specify the amendments that may be made to a contributions plan without preparing a new plan or exhibiting the amendments,
- m. to require councils to review contributions plans at least once every 4 years,
- n. to require councils to maintain a local infrastructure contributions register and affordable housing contributions registers,
- o. to require certain information relating to affordable housing to be included in the annual reports of councils,
- p. to specify the conditions to which a complying development certificate is subject if the certificate authorises development for which a local infrastructure condition or local levy condition may be imposed,
- q. to require the council to approve a contributions plan for certain land identified in an environmental planning instrument before determining certain development applications for development on the land, or to determine the development application 6 months after the land is identified,

- r. to require a planning certificate to include the name of a State environmental planning policy that imposes a regional infrastructure contribution on land within the boundaries of a region to which the contribution applies if the certificate relates to the land,
- s. to make savings and transitional provisions.

11.3 PLAN OF MANAGEMENT FOR COMMUNITY LAND FOR CROWN RESERVE LOT 85567 – UNION BEND PARK, LOT 7315 DP 1181235 WILCANNIA

REPORT AUTHOR: SENIOR PLANNER/ EHO
RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

To provide Council with the current status of the Draft Plan of Management for community land (required under the *Local Government Act 1993* and *Crown Land Management Act 2016*) for the Crown Reserve lot 85567 - Union Bend park, with land use category as a “park” Lot 7315 DP 1181235, Wilcannia.

RECOMMENDATION:

That Council will:

- 1. Endorse the forwarding of the Draft Plan of Management for the Crown Reserve lot 85567 - Union Bend Park, Wilcannia to Crown lands, following consultation with the National Native Title Tribunal and the Barkindji Registered Native Title Body Corporate or Barkindji PBC and the Local Aboriginal Land Council.**
- 2. Note the statutory requirement under the *Local Government Act 1993* and *Crown Land Management Act 2016* requiring a Plan of Management for community land. The category of the reserve retains the existing category as a recreational area - “a park” for the Crown Reserve lot 85567 - Union Bend recreation park, for Lot 7315 DP 1181235 Wilcannia.**
- 3. Note that the Plan of Management is required to be publicly exhibited/ notified for a minimum of 28 to 42 days for public comment.**

BACKGROUND:

Council under the *Local Government Act 1993* is required to prepare a Plan of Management if the land is classified as community land. The existing category of the land is a recreational area - a “park”.

Under the *Local Government Act 1993*, all council-owned and council managed crown reserve “community land” is required to have a plan of management that allocates a category for the land (an area of cultural significance, general community use, a sports ground, a natural area, or a park) and use for the land.

The Crown reserves that are classified as community land have categories assigned by the NSW Government and all require to be covered by an approved Plan of Management.

The Crown Reserve Lot 85567 - Union Bend Park, requires a stand-alone Plan of Management as the proposed land category and use of the lot is changing due to the proposed location of the new Wilcannia Weir adjacent to the reserve.

The location of the new Wilcannia weir adjacent to the Crown Reserve lot will result in an increase in the use of Union Bend Park as a park and area of recreation.

Note: NSW Heritage has recently identified several items of aboriginal cultural significance within the Crown Reserve lot 85567 - Union Bend recreation park. However, this lot category will not be changed to an "area of cultural significance" but will remain as a public recreation area as a "park". The gazetted use of the Union Bend Park will remain as "public recreation", the crown reserve lot will have only the category of a "park", as this is its primary use.

The gazetted use of the Union Bend Park – Public Recreation (3 .12.1965) will remain for Lot 7315 DP 1181235 Wilcannia.

Ancillary use of the Crown Reserve Lot – Union Bend Park

Wilcannia Weir

Central Darling Shire Council has a water supply infrastructure located within the Union Bend Park Crown Reserve. The construction of the Wilcannia Weir by Water NSW will be accompanied by the construction of a car park area, a heritage walk (scar tree and other aboriginal cultural significant items), signage, and seating.

The construction of the car park, signage, and seating will be accompanied by a lease between Central Darling Shire Council and Water NSW.

Central Darling Shire Council – water supply

This use of the Crown reserve must be listed in the Plan of Management and an Indigenous Land Use Agreement is required for the council water supply infrastructure easement.

Central Darling Shire Council water infrastructure at Union Bend is as follows:

- Three (3) bores,
- pipeline
- power poles and power lines and
- access road.

REPORT:

This report is for information regarding the statutory required Plan of Management for community land Crown Reserve Lots under the *Local Government Act 1993* and the *Crown Land Management Act 2016*. The allocation of the land category of a park will require a public hearing to allocate the new categories under the *Local Government Act 1993*.

Plan of Management

The Plan of Management defines the value, use, management practices, and intent for the broad public purpose for which the Crown land has been reserved or dedicated. The Plan of Management should be consistent with the public purpose for the Crown reserve and the principles of Crown land management, as well as other guidelines, policies, and legal requirements which may apply to the reserve such as the provisions of environmental planning instruments for example a Local Environmental Plan (LEP) and development

control plans (DCPs) made under the *Environmental Planning and Assessment Act 1979* and threatened species or native vegetation controls.

Plans of management provide information about the Crown reserve and its users, and state what, why, how, and by whom the values of a reserve are being managed. Plans of Management are statements about how a reserve is to be managed in line with its purpose.

A Plan of Management is to be prepared in accordance with the provisions of the *Crown Land Management Act 2016* and the *Local Government Act 1993* to provide a framework for the future management, use, and development of reserved Crown land.

The Plan of Management for the Crown Reserve lot 85567 - Union Bend recreation park, at Lot 7315 DP 1181235 Wilcannia, will require an Indigenous Land Use Agreement to be prepared to cover the council's water and electrical infrastructure that is located upon the Wilcannia Common and the Union Bend Crown Reserve.

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

Community Strategic Plan Outcome

GOAL 1: A healthy and cohesive community, receiving recognition and supported by coordinated, appropriate, and affordable services.

GOAL 2: A strong regional economy supported by developing industries, strong businesses, and increased employment.

GOAL 3: A protected and supported natural environment and a sustainable and well-maintained built environment.

Delivery Outcome

OBJECTIVE: 1.1 Closer cooperation and cohesion between community groups.

OBJECTIVE: 1.2 Improved community services and facilities.

OBJECTIVE: 1.3 Enhanced community spirit, cultural and art awareness, and pride.

OBJECTIVE: 1.4 Improved opportunities for our communities.

OBJECTIVE: 2.1 Expansion of industries and growth in businesses.

OBJECTIVE: 2.2 Employment growth.

OBJECTIVE: 3.4 Improved infrastructure across the Shire.

SUSTAINABILITY ASSESSMENT:

	Positive	Negative
Social	Yes	N/A
Environmental	Yes	N/A
Economic	Yes	N/A
Governance	Yes	N/A

Financial and Resource Implications:

The Plan of Management enables the land to be used for ancillary uses connected to the new Wilcannia Weir, such as for public recreation (fishing, heritage walks, community gathering). Water NSW intends to place an all-weather surface road to the Union Bend Park area for access to the Weir infrastructure and servicing and for the local community to view the weir from the Union Bend park.

An Indigenous Land Use Agreement will have cost implications to Central Darling Shire Council. The cost will need to be negotiated with the assistance of the Council Crown Land Management Team and the National Native Title Tribunal and the Barkindji Registered Native Title Body Corporate or Barkindji PBC.

Policy, Legal and Statutory Implications:

An Indigenous Land Use Agreement is required for the Central Darling Shire Council water supply infrastructure that is located on the Crown Reserve at Union Bend Park.

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

Not providing the Plan of Management, the lease and the Indigenous Land Use Agreement may have an impact on the access for the community to the union bend park to view the new Wilcannia weir and for the community to use this area as a park. The lack of a Plan of Management and Indigenous Land Use Agreement may have statutory implications.

An issue may arise with the construction of the new Wilcannia Weir and the use of the Crown Reserve for increased recreation use and access to the weir area. The work on the weir and the viewing area, seating, car park, heritage walk requires a work that Water NSW requires a lease between Central Darling Shire Council and Water NSW under the *Crown Land Management Act 2016*.

OPTIONS:

Not preparing the Plan of Management - possible impact on the Water NSW Wilcannia Weir project and delivery of community infrastructure.

Not preparing a Plan of Management and Indigenous Land Use Agreement for an easement for council water supply infrastructure located on the Union Bend Park Crown Reserve lot - may have statutory issues.

COUNCIL SEAL REQUIRED:

No

COMMUNITY ENGAGEMENT AND COMMUNICATION:

Internal Exhibition

No

External Exhibition

Online at Central Darling Shire Council website, local newspaper, and newsletters.

Attachments

NIL

11.4 ROADS AND AERODROMES REPORT

REPORT AUTHOR: ROADS AND ASSETS ENGINEER
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 is 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 is 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 |

Total \$4,469,507

Works Description	Original Budget	% Expended	Remaining budget
RMCC Routine	\$1,048,240	47%	\$555,322
WO 2021/22	\$4,469,507	50%	\$2,227,821

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 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 are 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	56%	\$990,794
Regional Roads Repair Program	\$975,000	4%	\$939,835

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 has 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 in 2022. The project will be delivered in 3 stages, stage 1 is programmed to commence Tuesday 7 December 2021.

Works Description	Original Budget	% Expended	Remaining Budget
Local Roads Component (FAG)	\$1,655,000	29%	\$1,181,837
Woore Street (R2R)	\$201,670	0%	\$200,959

Trida Road (R2R)	\$220,000	22%	\$171,982
Moolah-Trida Road (R2R)	\$274,000	46%	\$149,256
Union Bend Rd, stage 1	\$559,474	37%	\$353,361

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 line marking project. The works are funded up to \$150,000 with an in-kind contribution from Council for \$107,000.

Works Description	Original Budget	% Expended	Remaining Budget
Aerodromes R&M	\$124,000	74%	\$32,361
RAUP 2021/22	\$257,000	0%	\$257,000

Attachments

[19. Works Program February 2022](#)

11.5 WATER AND SEWER UPDATE

REPORT AUTHOR: UTILITIES ENGINEER
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 with 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 8.2m, with 12 months' supply remaining.
- Ivanhoe town water supply is currently being sourced from Morrison's Tank. Morrison's Tank is at capacity, 430 megalitres, following recent Willandra Creek flows. 24 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	51%	\$152,937
Wilcannia Sewer	\$131,500	29%	\$92,738
White Cliffs Water	\$167,000	36%	\$107,021
Ivanhoe Water	\$273,000	56%	\$120,276
Aboriginal Communities Water and Sewer program	\$144,770	10%	\$129,687

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.

Works are expected to commence at White Cliffs in March 2022 pending Section 60 approval from DPE Water and Covid-19 restrictions. The current program aims to complete all 3 Water Treatment by early 2023.

- The White Cliffs Reticulation design has been completed, Environmental inspections

including Aboriginal Cultural Heritage Assessment have been completed and the Aboriginal Heritage Impact Permit (AHIP) is expected to be applied for February 2022. The 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 has 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%	\$4,665,075
Wilcannia WTP	\$3,500,000	27%	\$2,562,705
Ivanhoe WTP	\$2,500,000	25%	\$1,882,705
Smart Meters	\$50,000	0%	\$50,000
Valve Replacements	\$150,000	5%	\$142,900

Attachment

Nil

11.6 SERVICES UPDATE

REPORT AUTHOR: DEPUTY DIRECTOR SHIRE SERVICES
RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

The purpose of this report is to provide an update on the expenditure of the service 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	118%	-\$22,392
Ancillary Works	\$236,500	6%	\$222,485

Street Cleaning/Bins	\$175,000	64%	\$63,301
Buildings	\$882,850	29%	\$626,468
Swimming Pools	\$345,000	53%	\$162,605
Domestic Waste	\$190,000	69%	\$59,604

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	\$30,000.00

Hotel	
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%	\$13,616
Building Stronger Country Communities Round 3	\$760,340	52%	\$362,286

11.7 ENVIRONMENTAL SERVICES UPDATE

REPORT AUTHOR: ADMINISTRATION OFFICER - ENVIRONMENTAL
RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES

EXECUTIVE SUMMARY:

This report is to provide a summary of the Council’s Environment Services statistics for the months of November 2021 through to January 2022.

The Western Regional Planning Panel approved development application D21/21 PAN 162908 for the new water treatment plant at White Cliffs

BACKGROUND:

The proposed Council development for a new water treatment plant for the town of White Cliffs was determined by the Western Regional Planning Panel (WRPP). The WRPP was the determination authority due to the land zone requiring a development application and the development is owned by Central Darling Shire Council.

The Development Application D21/21 PAN 162908 for the new water treatment plant at White Cliffs was determined and approved by the Western Regional Planning Panel on 20 January 2022.

The development determination is accompanied by conditions of consent.

RECOMMENDATION:

That Council will:

- 1 Receive and note the report.**

REPORT:

Statistics for November 2021 – January 2022		
Development approvals from November 2021 to January 2022	Number of DAs approved – New Dwellings	0
	Number of DAs approved – Renovation	0
	Number of DAs approved – Other	2
	Total Value of DAs approved	\$60,000 \$1,658,713.33 \$1,718,713.33
	Number of Construction Certificates issued	5
	Number of Complying Development Certificates Issued	1 \$80,000.00
	Number of LGA S68 approvals	0
	Food Safety	Food Premises Inspected
Animal Control Activities January 2022	Impounded	17 Dogs 0 Cats
	Rehomed	15 Dogs 0 Cats
	Returned to Owner	1 Dog 0 Cats
	Euthanized	0 Dogs 0 Cats
	Registrations	2 Dogs
	Microchipped	9 Dogs
	Deceased in Pound	1 Dog
	Penalty Notices Issued	0
Water Sampling	Microbiology Samples collected	44 (incl. 4 Pool tests)
	Chemistry Samples collected	0
	Non-Compliant Samples	2
	Darling River Algae Samples	0

Attachment: Nil**12. MINUTES OF COMMITTEE MEETINGS**

13. CONFIDENTIAL MATTERS

The *Local Government Act 1993* provides that Council may close to the public that part of the meeting that deals with matters of a confidential nature.

The grounds on which a meeting is closed to the public must be specified in the decision to close the meeting and recorded in the minutes of the meeting.

14. RESOLUTION TRACKER

14.1 RESOLUTION TRACKER – OUTSTANDING RESOLUTIONS

REPORT AUTHOR: EXECUTIVE ASSISTANT
RESPONSIBLE DIRECTOR: GENERAL MANAGER

RECOMMENDATION:

That the Resolution Tracker from the Ordinary Council Meeting held on the 15th December 2021 be received and noted and any amendments be noted.

Attachment

[20. Resolution Tracker – February 2022](#)

15. MEETING CLOSE

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

The next Ordinary Council meeting will be held on Wednesday, 23rd March 2022 in Wilcannia at 9.00 am.

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE
COUNCIL CHAMBERS, 21 REID STREET, WILCANNIA
ON WEDNESDAY, 15 DECEMBER 2021**

PRESENT: Administrator, Bob Stewart - Chairperson
 General Manager, Greg Hill
 Director Business Services, Gordon Seeto
 Director Shire Services, Reece Wilson
 Manager of Finance, Kevin Smith
 Finance Officer, Gemma Dillon
 Human Resource Officer, Evelyn Pollard – Via Teams
 Community Engagement Officer, Jennie Geerdink – Via Teams
 Senior Planner, Glenda Dunn – Via Teams
 Acting Rates Officer, Darryl Telfer – Via Teams
 Executive Assistant, Jamie Parsons – Minute Taker – Via Teams

1. OPENING OF MEETING

The meeting was declared open at 9.02am

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

NIL

4. DISCLOSURES OF INTEREST

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

A Disclosure of Interest was received by the General Manager for Confidential Item 12.2 General Manager – Renewal of Employment Contract. It was stated that the General Manager will be leaving the room for discussions around the report.

5. CONFIRMATION OF MINUTES

5.1 ORDINARY MEETING – 24 NOVEMBER 2021

Resolved

That the Minutes of the Ordinary Council Meeting held on 24 November 2021 be received and confirmed as an accurate record.

Minute Number: 01-12-21

6. MAYORAL (ADMINISTRATOR) MINUTE(S)

6.1 ADMINISTRATORS REPORT – DECEMBER 2021

Resolved

1. Receive and note the report.

Minute Number: 02-12-21

6.2 DONATION TO COMMUNITIES FOR AUSTRALIA DAY CELEBRATIONS

Resolved

1. Receive and note the report.

Minute Number: 03-12-21

7. FINANCIAL REPORTS

7.1 GST REFUNDS OWED TO COUNCIL

Resolved

1. Receive and note the report.

The Manager of Finance noted an error in the report stating it should refer to nett on cost, not percentage of profit.

Minute Number: 04-12-21

7.2 CASH AND INVESTMENTS – NOVEMBER 2021

Resolved

1. Receive and note the report.

Minute Number: 05-12-21

7.3 COUNCIL 2021-2022 CURRENT GRANTS REGISTER

Resolved

1. Receive and note the report.

Minute Number: 06-12-21

8. GOVERNANCE REPORTS

8.1 ADMINISTRATOR TOWN VISITS SCHEDULE 2022

Resolved

1. Receive and note the report.
2. Council adopted the following 2022 Administrator Town Visits schedule:
 - February – Wilcannia
 - April – White Cliffs
 - July – Ivanhoe

- September – Menindee
- November – Wilcannia

Minute Number: 07-12-21

8.2 MODEL CODE OF MEETING PRACTICE

Resolved

1. Receive and note the report.
2. Council to adopt the amendment to the Code of Meeting Practice.
3. Council is to place the Code of Meeting Practice on Public Exhibition for a minimum period of 28 days.
4. Once the Public Exhibition has ended, a report is to be prepared and provided to Council for adoption in accordance with the Guidelines within the Code.

Minute Number: 08-12-21

8.3 MORRIS & PIPER – SUPPORT FOR GRANT APPLICATION WRITING AND REPORTING

Resolved

1. Receive and note the report.
2. Acknowledge the engagement of Morris & Piper Advisory in accordance with the *Local Government Act 1993* – Section 55 (3) services being sought are of such a specialised nature.
3. Endorse the General Manager to engage Morris & Piper Advisory for Grant Application Writing and Reporting for an overall cost of \$46,800.00

Minute Number: 09-12-21

8.4 HUMAN RESOURCE MANAGEMENT ACTIVITIES

Resolved

1. Receive and note the report.

Minute Number: 10-12-21

8.5 CORRESPONDENCE RECEIVED FROM MR CHRIS MINNS MP – INFORMATION ONLY

Resolved

1. Receive and note the report.

Minute Number: 11-12-21

8.6 CORRESPONDENCE RECEIVED FROM THE HON MARK COULTON MP – INFORMATION ONLY

Resolved

1. Receive and note the report.

Minute Number: 12-12-21

9. CORPORATE SERVICES REPORTS

10. SHIRE SERVICES REPORTS

10.1 ADDITIONAL FEES AND CHARGES TO BE ADDED TO THE CENTRAL DARLING SHIRE COUNCIL OPERATIONAL PLAN

Resolved

1. Receive and note the report.
2. The additional fees and charges were publicly exhibited for a minimum of 28 days and there were no submissions received on the additional fees and charges.
3. Endorse and adopt the additional fees and charges list as an appendix to the Central Darling Shire Council Operational Plan 2021-2022.

Minute Number: 13-12-21

10.2 COUNCIL PROCEDURE FOR THE REVIEW AND DETERMINATION OF PROPOSED DEVELOPMENT UNDER PART 5 OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 AND THE REVIEW OF ENVIRONMENTAL FACTORS

Resolved

1. Note the statutory requirements under development determined under Part 5 of the *Environmental Planning Assessment Act 1979*.
2. Endorse the Council procedure to review and determine proposed Part 5 developmental proposals classified as "Development permitted without consent".

Minute Number: 14-12-21

10.3 ROADS AND AERODROMES REPORT

Resolved

1. Receive and note the report.

Minute Number: 15-12-21

10.4 SERVICES UPDATE

Resolved

1. Receive and note the report.

Minute Number: 16-12-21

10.5 WATER AND SEWER UPDATE

Resolved

1. Receive and note the report.

Minute Number: 17-12-21

11. MINUTES OF COMMITTEE MEETINGS

11.1 MINUTES – WHITE CLIFFS COMMUNITY ASSOCIATION ANNUAL GENERAL MEETING – 1 DECEMBER 2021

Resolved

1. The AGM Minutes of the White Cliffs Community Association Meeting held on 1 December 2021 were received and noted.

Minute Number: 18-12-21

12. CONFIDENTIAL MATTERS

It was resolved that Council moved into Confidential to consider the matters listed in the confidential section of the agenda in accordance with 10A 2 (as) for the reasons specified. Confidential section was closed to the public and began at 9.20am. Once the Gallery was reopened to the Public at 9.28am and the General Manager reviewed the resolutions of the confidential matters and reported the following for the listed reports:

12.1 COMMUNITY SERVICES AWARDS 2021

Resolved

1. Receive and note the report.
2. Keep the contents of the report confidential until 25 January 2022.
3. Prepare a media release which will be embargoed until 25 January 2022.
4. A list of the recipients for the Awards were provided in the report.
5. Formally thank all nominators.
6. Present a Certificate of Recognition to the unsuccessful nominees.

Minute Number: 19-12-21

12.2 GENERAL MANAGER – RENEWAL OF EMPLOYMENT CONTRACT

Note – The General Manager left the room at 9.25am for the panel to be able to discuss and endorse the report. The General Manager came back into the room at 9.27am.

Resolved

1. Receive and note the report.
2. That the General Manager be offered a renewal of contract of employment from the 14 May 2022 for a period of 5 years.
3. The contract package be valued at \$225,073 per annum.
4. 3 Weeks of Special Leave be granted for the effort and work put in during the COVID outbreak in the Shire.
5. The LGNSW Management Solutions to be engaged to prepare the new contract.

Minute Number: 20-12-21

13. MEETING CLOSE

There being no further business to discuss, the meeting was closed at 9.28am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Central Darling Shire Council held on Wednesday, 23 February 2022.

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ADMINISTRATOR

DRAFT

Grant Title	Total Approved Grant Funds	Grants Received 2019	Grants Received 2020	Grants Received 2021	Grants Received 2022	Grant Funding Received Prior to Current Financial Year	Grant Funding Received YTD 2022	Total Grant Funding Received	Grant Funding to be Received	Expended 20-21	Total Expended Prior to Current Financial Year	FY2022 Expended to date	Total Expended	Total Unexpended Balance
Stronger Country Communities Fund Rounding 2	\$ 1,395,084.00	\$ 460,377.00		\$ 460,377.00		\$ 920,754.00		\$ 920,754.00	\$ 474,330.00	\$ 759,771.64	\$ 1,336,197.32	\$ 30,193.89	\$ 1,366,391.21	\$ 28,692.79
Stronger Country Communities Fund Rounding 3	\$ 760,340.00			\$ 304,136.00		\$ 304,136.00		\$ 304,136.00	\$ 456,204.00	\$ 154,605.40	\$ 154,605.40	\$ 243,110.53	\$ 397,715.93	\$ 362,624.07
Drought Communities Programme - Extension	\$ 1,000,000.00		\$ 900,000.00			\$ 900,000.00		\$ 900,000.00	\$ 100,000.00	\$ 854,471.24	\$ 1,105,159.58	\$ 25,225.71	\$ 1,130,385.29	\$ 130,385.29
Management Plan for Crown Land	\$ 100,000.00					\$ -		\$ -	\$ 100,000.00	\$ 5,301.00	\$ 105,566.03	\$ -	\$ 105,566.03	\$ 5,566.03
Baaka Cultural Centre	\$ 3,500,000.00					\$ -		\$ -	\$ 3,500,000.00	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000.00
Upgrade of Pooncarrie Road	\$ 25,000,000.00		\$ 500,000.00	\$ 8,000,000.00		\$ 8,500,000.00		\$ 8,500,000.00	\$ 16,500,000.00	\$ 2,914,047.78	\$ 3,788,564.56	\$ 10,058,695.03	\$ 13,847,259.59	\$ 11,152,740.41
Local Roads and Community Infrastructure Program	\$ 3,721,674.00			\$ 856,098.82		\$ 856,098.82	\$ 358,110.00	\$ 1,214,208.82	\$ 2,507,465.18	\$ 593,090.38	\$ 593,090.38	\$ 542,063.12	\$ 1,135,153.50	\$ 2,586,520.50
Baaka Curatorial Co-ordination Project	\$ 15,000.00					\$ -		\$ -	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
DSP Council Statagic Planning	\$ 220,000.00		\$ 55,000.00			\$ 55,000.00		\$ 55,000.00	\$ 165,000.00	\$ 12,723.58	\$ 12,723.58	\$ 25,982.97	\$ 38,706.55	\$ 181,293.45
DSP Council Capacity and Capability Building	\$ 150,000.00		\$ 37,500.00			\$ 37,500.00		\$ 37,500.00	\$ 112,500.00	\$ 167,385.43	\$ 167,385.43	\$ 23,964.63	\$ 191,350.06	\$ 41,350.06
DSP Infrastructure / Employment Generation / Community Projects	\$ 1,430,000.00		\$ 557,500.00			\$ 557,500.00		\$ 557,500.00	\$ 872,500.00	\$ 753,915.02	\$ 753,915.02	\$ 103,817.76	\$ 857,732.78	\$ 572,267.22
Menindee Rural Drought Emergency Funding Water Carting	\$ 80,000.00		\$ 80,000.00			\$ 80,000.00		\$ 80,000.00	\$ -	\$ 22,275.00	\$ 58,630.00	\$ -	\$ 58,630.00	\$ 21,370.00
Wilcannia Showgrounds Stimulus Program	\$ 130,000.00		\$ 130,000.00			\$ 130,000.00		\$ 130,000.00	\$ -	\$ 108,936.39	\$ 108,936.39	\$ 88.62	\$ 109,025.01	\$ 20,974.99
BBRF Ivanhoe Multi Service Outlet Project	\$ 450,000.00					\$ -		\$ -	\$ 450,000.00	\$ 87,770.08	\$ 87,770.08	\$ 372,571.56	\$ 460,341.64	\$ 10,341.64
Financial Assistant Grant Entitlement 2021/2022 - Local Roads	\$ 1,710,939.00			\$ 853,288.00		\$ 853,288.00	\$ 441,392.00	\$ 1,294,680.00	\$ 416,259.00	\$ -	\$ -	\$ -	\$ -	\$ 1,710,939.00
Financial Assistant Grant Entitlement 2021/2022 - Non Roads	\$ 4,689,329.00			\$ 2,267,835.00		\$ 2,267,835.00	\$ 1,247,096.00	\$ 3,514,931.00	\$ 1,174,398.00	\$ -	\$ -	\$ -	\$ -	\$ 4,689,329.00
BAAKA Curation/CoOrdination Project	\$ 90,000.00					\$ -		\$ -	\$ 90,000.00	\$ -	\$ -	\$ -	\$ -	\$ 90,000.00
Baaka Corporation Establishment - Legal Cost	\$ 25,000.00			\$ 10,043.65		\$ 10,043.65		\$ 10,043.65	\$ 14,956.35	\$ 10,043.65	\$ 10,043.65	\$ 1,211.00	\$ 11,254.65	\$ 13,745.35
FWJO Toilet Facility Upgrades	\$ 230,000.00		\$ 10,000.00	\$ 220,000.00		\$ 230,000.00		\$ 230,000.00	\$ -	\$ 85,857.01	\$ 93,483.37	\$ 235,840.17	\$ 329,323.54	\$ 99,323.54
FWJO Tourism Infrastrucure Enhancement	\$ 550,000.00		\$ 50,000.00	\$ 350,000.00		\$ 400,000.00		\$ 400,000.00	\$ 150,000.00	\$ 85,857.01	\$ 85,857.01	\$ 61,132.55	\$ 146,989.56	\$ 403,010.44
FWJO Tourism Technology	\$ 220,000.00			\$ 145,000.00		\$ 145,000.00		\$ 145,000.00	\$ 75,000.00	\$ 12,345.59	\$ 12,345.59	\$ -	\$ 12,345.59	\$ 207,654.41
Regional NSW Planning Portal Grant	\$ 50,000.00			\$ 50,000.00		\$ 50,000.00		\$ 50,000.00	\$ -	\$ 9,454.25	\$ 9,454.25	\$ -	\$ 9,454.25	\$ 40,545.75
Local Investments Grant Agreement Menindee Rehabilitation- Exercise Project	\$ 15,000.00			\$ 15,000.00		\$ 15,000.00		\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
Local Investments Grant Agreement: Ivanhoe Rehabilitation/Exercise Park	\$ 15,000.00			\$ 15,000.00		\$ 15,000.00		\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
Local Investments Grant Agreement: Wilcannia Rehabilitation/Exercise Park	\$ 15,000.00			\$ 15,000.00		\$ 15,000.00		\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00
MDBEDP Victory Caravan Park Amenity Block Upgrade	\$ 489,665.00				\$ 440,700.00	\$ 440,700.00	\$ 447,000.00	\$ 887,700.00	\$ 398,035.00	\$ -	\$ -	\$ 12,041.00	\$ 12,041.00	\$ 477,624.00
Crown Reserve Improvement Fund - Tilpa Community Hall	\$ 103,714.00					\$ -		\$ -	\$ 103,714.00	\$ -	\$ -	\$ -	\$ -	\$ 103,714.00
Crown Reserve Improvement Fund - Victory Park Electrical Upgrades	\$ 130,000.00					\$ -		\$ -	\$ 130,000.00	\$ -	\$ -	\$ -	\$ -	\$ 130,000.00
	\$ 46,285,745.00	\$ 460,377.00	\$ 2,320,000.00	\$ 13,561,778.47	\$ 440,700.00	\$ 16,782,855.47	\$ 2,493,598.00	\$ 19,276,453.47	\$ 27,009,291.53	\$ 6,637,850.45	\$ 8,483,727.64	\$ 11,735,938.54	\$ 20,219,666.18	\$ 26,066,078.82

Central Darling Shire Council

Quarterly Budget Review Statement

for the period 01/10/21 to 31/12/21

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

31 December 2021

It is my opinion that the Quarterly Budget Review Statement for Central Darling Shire Council for the quarter ended 31/12/21 indicates that Council's projected financial position at 30/6/22 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:  _____

date: 10/02/22

Gordon seeto
Responsible Accounting Officer

Central Darling Shire Council

Quarterly Budget Review Statement

for the period 01/10/21 to 31/12/21

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2021

Income & Expenses - Council Consolidated

(\$000's)	Original Budget 2021/22	Approved Changes					Revised Budget 2021/22	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Income											
Rates and Annual Charges	2,432					2,432			2,432	2,434	
User Charges and Fees	9,388			750		10,138			10,138	6,257	
Interest and Investment Revenues	93					93			93	29	
Other Revenues	382					382			382	194	
Grants & Contributions - Operating	8,644					8,644	1,271	1	9,915	2,823	
Grants & Contributions - Capital	16,084					16,084	(2,250)	2	13,834	3,420	
Net gain from disposal of assets	-					-			-	-	
Total Income from Continuing Operations	37,023	-	-	750	-	-	(979)		36,794	15,157	
Expenses											
Employee Costs	5,532					5,532			5,532	3,029	
Borrowing Costs	52					52			52	31	
Materials & Contracts	8,437			742		9,179	900	3	10,079	5,567	
Depreciation	4,139					4,139			4,139	2,069	
Other Expenses	2,596					2,596			2,596	949	
Total Expenses from Continuing Operations	20,756	-	-	742	-	-	900		22,398	11,645	
Net Operating Result from Continuing Operatio	16,267	-	-	8	-	-	(1,879)		14,396	3,512	
Net Operating Result from All Operations	16,267	-	-	8	-	-	(1,879)		14,396	3,512	
Net Operating Result before Capital Items	183	-	-	8	-	-	371		562	92	

Central Darling Shire Council

Quarterly Budget Review Statement

for the period 01/10/21 to 31/12/21

Income & Expenses Budget Review Statement

Budget review for the quarter ended 31 December 2021

Income & Expenses - make a choice >>>

(\$000's)	Original Budget 2021/22	Approved Changes					Revised Budget 2021/22	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Income											
Administration	5,307						5,307			5,307	2,863
Public Order & Safety	125						125			125	97
Community Services & Education	669						669			669	719
Housing & Community Amenities	2,778						2,778			2,778	1,091
Water Supplies	6,605						6,605	(2,210)	1	4,395	823
Sewer Supplies	379						379			379	260
Manufacturing & Construction	-						-			-	-
Transport & Communication	20,854						20,854	1,231	2	22,085	8,488
Economic Affairs	306			750			1,056			1,056	817
Total Income from Continuing Operations	37,023	-	-	750	-	-	37,773	(979)		36,794	15,158
Expenses											
Administration	5,517			22			5,539			5,539	1,257
Public Order & Safety	192						192			192	250
Community Services & Education	164						164			164	478
Housing & Community Amenities	2,141						2,141			2,141	765
Water Supplies	2,176						2,176			2,176	634
Sewer Supplies	514						514			514	87
Manufacturing & Construction	-						-			-	-
Transport & Communication	9,293						9,293	900	3	10,193	7,136
Economic Affairs	759			720			1,479			1,479	1,039
Total Expenses from Continuing Operations	20,756	-	-	742	-	-	21,498	900		22,398	11,646
Net Operating Result from Continuing Operations	16,267	-	-	8	-	-	16,275	(1,879)		14,396	3,512
Discontinued Operations - Surplus/(Deficit)							-	2,250		2,250	
Net Operating Result from All Operations	16,267	-	-	8	-	-	16,275	371		16,646	3,512
Net Operating Result before Capital Items	183			8	-	-	191	371		562	92

[Return to Report](#)

Central Darling Shire Council

Quarterly Budget Review Statement
for the period 01/10/21 to 31/12/21

Income & Expenses Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1 (a) (b) (c)	Council's Roads to Recovery funding was reduced by \$429,000 for the current financial year due to additional roads projects being funded in the 2021 financial year. This is in line with the Roads to Recovery 5 year funding model. Roads projects originally to be funded by Roads to Recovery funding in the 2022 financial year have now been reduced. Additional funding due to an incremental increase for Aboriginal Water and Sewer Scheme \$40,000 Funding to be received for Road Block Grant \$1,660,000. Not included in original budget.
2	Reduction in grant funding for water treatment plants, works not to be completed this year. Due to delays in design and approval process mainly due to Covid-19 restrictions \$2,250,000.
3	Additional expenditure re: Road Block Funding \$900,000

Central Darling Shire Council

Quarterly Budget Review Statement
for the period 01/10/21 to 31/12/21

Capital Budget Review Statement

Budget review for the quarter ended 31 December 2021

Capital Budget - Council Consolidated

(\$000's)	Original Budget 2021/22	Approved Changes					Revised Budget 2021/22	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Capital Expenditure											
New Assets											
- Roads	8,000						8,000			8,000	6,751
- Water Infrastructure	5,700						5,700	(2,250)	1	3,450	800
- Sewerage Infrastructure	-						-			-	-
- Outdoor Infrastructure	1,490						1,490			1,490	232
- Plant & Equipment	665						665			665	88
- Capital Grant Matching Fund	300						300			300	-
Renewal Assets (Replacement)											
- Roads	2,275						2,275	(429)	2	1,846	1,000
- Water Infrastructure	-						-			-	-
- Outdoor Infrastructure	1,119						1,119			1,119	201
- Buildings	1,333						1,333			1,333	282
- Stormwater	75						75			75	-
- Swimming Pools	-						-			-	-
Total Capital Expenditure	20,956	-	-	-	-	-	20,956	(2,679)		18,277	9,354
Capital Funding											
Rates & Other Untied Funding	1,883						1,883			1,883	1,500
Grants & Contributions	19,073						19,073	(2,679)		16,394	7,854
Total Capital Funding	20,956	-	-	-	-	-	20,956	(2,679)		18,277	9,354
Net Capital Funding - Surplus/(Deficit)	0	-	-	-	-	-	0	-		0	-

Central Darling Shire Council

Quarterly Budget Review Statement

for the period 01/10/21 to 31/12/21

Capital Budget Review Statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes	Details
1	Budget works re: Water Treatment Plants not to be completed this year. Due to delays in design and approval process mainly due to Covid-19 restrictions \$2,250,000. Works initially to be started in January now delayed until April.
2	Reduction in Roads Projects now reduced to to reduction of Roads to Recovery funding \$429,000

Central Darling Shire Council

Quarterly Budget Review Statement

for the period 01/10/21 to 31/12/21

Cash & Investments Budget Review Statement

Budget review for the quarter ended 31 December 2021

Cash & Investments - Council Consolidated

(\$000's)

Externally Restricted ⁽¹⁾

	Original Budget 2021/22	Approved Changes					Revised Budget 2021/22	Variations for this Dec Qtr	Notes	Projected Year End Result	Actual YTD figures
		Carry Forwards	Other than by QBRS	Sep QBRS	Dec QBRS	Mar QBRS					
Specific purpose unexpended grants	2,518						2,518			2,518	2,518
Water supplies	1,320						1,320			1,320	2,063
Sewerage services	481						481			481	125
Domestic waste management	354						354			354	350
Total Externally Restricted	4,673	-	-	-	-	-	4,673	-		4,673	5,056

(1) Funds that must be spent for a specific purpose

Internally Restricted ⁽²⁾

Employees Leave Entitlements	1,038						1,038			1,038	1,038
Total Internally Restricted	1,038	-	-	-	-	-	1,038	-		1,038	1,038

(2) Funds that Council has earmarked for a specific purpose

Unrestricted (ie. available after the above Restrictions)

	806	-	-	-	-	-	806	-		806	1,105
Total Cash & Investments	6,517						6,517	-		6,517	7,199

Central Darling Shire Council

Quarterly Budget Review Statement

for the period 01/10/21 to 31/12/21

Cash & Investments Budget Review Statement**Comment on Cash & Investments Position**

Not Applicable

Investments

Investments have been invested in accordance with Council's Investment Policy.

Cash

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
The date of completion of this bank reconciliation is 31/12/2021

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

\$ 000's

Cash at Bank (as per bank statements)		3,249
Investments on Hand		3,950
less: Unpresented Cheques	(Timing Difference)	-
add: Undeposited Funds	(Timing Difference)	-
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	-
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	-
less: Unidentified Deposits (not yet actioned)	(Require Investigation)	-
add: Unidentified Outflows (not yet actioned)	(Require Investigation)	-
Reconciled Cash at Bank & Investments		7,199
Balance as per Review Statement:		7,199
Difference:		-

Central Darling Shire Council

Quarterly Budget Review Statement

for the period 01/10/21 to 31/12/21

Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2021

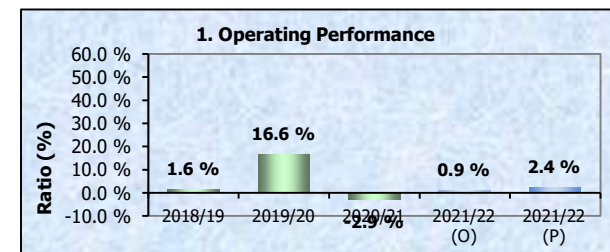
(\$000's)	Current Projection		Original Budget 21/22	Actuals Prior Periods	
	Amounts	Indicator		20/21	19/20
	21/22	21/22			

NSW Local Government Industry Key Performance Indicators (OLG):

1. Operating Performance

Operating Revenue (excl. Capital) - Operating Expenses	562	2.4 %	0.9 %	-2.9 %	16.6 %
Operating Revenue (excl. Capital Grants & Contributions)	22960				

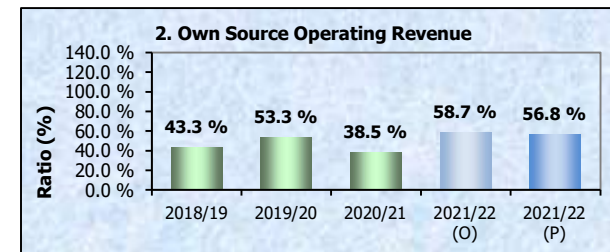
This ratio measures Council's achievement of containing operating expenditure within operating revenue. Benchmark is >0%



2. Own Source Operating Revenue

Operating Revenue (excl. ALL Grants & Contributions)	13045	56.8 %	58.7 %	38.5 %	53.3 %
Total Operating Revenue (incl. Capital Grants & Cont)	22960				

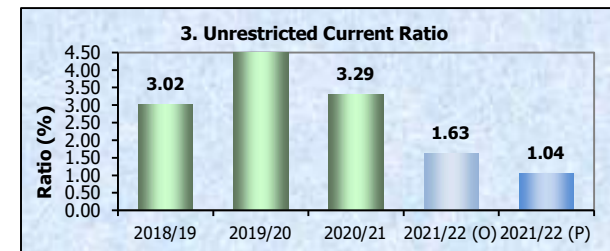
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions. Benchmark is >60.00%



3. Unrestricted Current Ratio

Current Assets less all External Restrictions	10845	1.04	1.63	3.29	6.04
Current Liabilities less Specific Purpose Liabilities	10449				

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council. Benchmark >1.50%



Key Performance Indicators Budget Review Statement - Industry KPI's (OLG)

Budget review for the quarter ended 31 December 2021

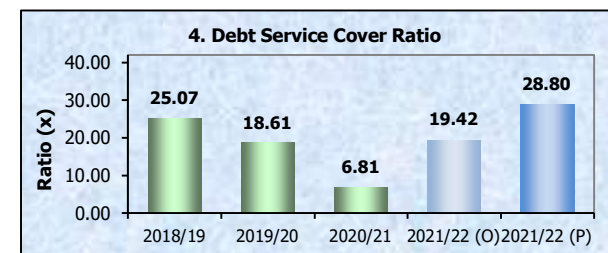
(\$000's)	Current Projection		Original Budget 21/22	Actuals Prior Periods	
	Amounts	Indicator		20/21	19/20
	21/22	21/22			

NSW Local Government Industry Key Performance Indicators (OLG):

4. Debt Service Cover Ratio

Operating Result before Interest & Dep. exp (EBITDA)	4753	28.80	19.42	6.81	18.61
Principal Repayments + Borrowing Interest Costs	165				

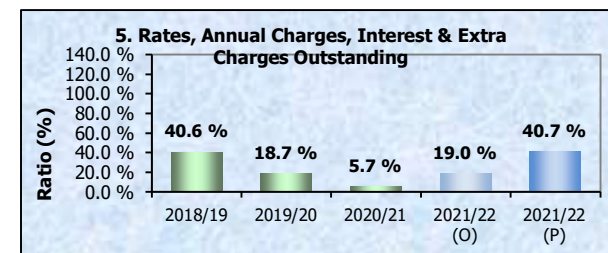
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments.
Benchmark >2.00



5. Rates, Annual Charges, Interest & Extra Charges Outstanding

Rates, Annual & Extra Charges Outstanding	1065	40.7 %	19.0 %	5.7 %	18.7 %
Rates, Annual & Extra Charges Collectible	2619				

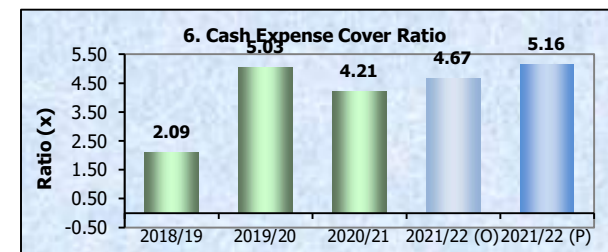
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.
Benchmark 10.00%



6. Cash Expense Cover Ratio

Current Year's Cash & Cash Equivalents (incl. Term Deposits)	7199	5.16	4.67	4.21	5.03
Monthly Operating & financing activities Cash Flow payable	1396				

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.
Benchmark >3.00 months



Central Darling Shire Council

Quarterly Budget Review Statement

for the period 01/10/21 to 31/12/21

Consultancy & Legal Expenses Budget Review Statement

Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	74,632	Y
Legal Fees	11,428	Y

Definition of a consultant:

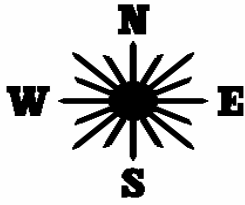
A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

Expenditure included in the above YTD figure but not budgeted includes:

Details

N/A



Central Darling Shire Council

Title of Policy	Debt Recovery		
This applies to	Council staff and all Residents and Ratepayers		
Author	Darryl Telfer	Date approved:	
Position of Author	Acting Rates Officer	Authorised by:	
Legislation, Australian Standards, Code of Practice	Local Government Act 1993 Local Government (General) Regulation 2005		
Related Policies/Procedures	Hardship Policy		

OBJECTIVE

The objective of this policy is to provide a framework for the efficient and effective collection of outstanding debts and to fulfil statutory requirements in relation to the recovery of rates, charges, fees and other debts.

Council has a responsibility to ensure monies owed to it are recovered in a timely, effective and efficient manner to finance its operations and ensure effective cash flow management. While carrying out this responsibility, Council will:

- Treat all people fairly and consistently under this policy;
- Treat all matters under this policy confidentially; and
- Treat people with respect and sensitivity in considering their circumstances.

RATES AND CHARGES

Due Dates

The Local Government Act 1993 (the Act) sets out in Chapter 15, Part 7, the requirements for payment of rates and charges.

Annual rates and charges may be paid in a single instalment or by quarterly instalments. If a payment is made in a single instalment, the instalment is payable by 31 August. If payment is made by quarterly instalments, the instalments are payable by 31 August, 30 November, 28 February and 31 May.

Council is to issue a quarterly reminder notice for the payment of an instalment at least 30 days before the due date of the instalment.

Overdue Amounts

Overdue accounts, where the ratepayer has not made a suitable arrangement for the payment of the debt or has defaulted on an initial arrangement, may be forwarded to Council's nominated Debt Recovery Provider (DRP) for the recovery process in the following circumstances:

- (i) Rate accounts that show the first rate instalment as unpaid be forwarded to the DRP in September;
- (ii) Rate accounts that show the second rate instalment as unpaid be forwarded to the DRP in December;
- (iii) Rate accounts that show the third rate instalment as unpaid be forwarded to the DRP in March;
- (iv) Rate accounts that show the fourth instalment as unpaid be forwarded to the DRP in June;

with the exception of those outstanding debts generated by the Farmland Category during exceptional circumstances such as drought or flood. The ratepayer is to contact Council in the first instance, with a view to putting in place a suitable arrangement for payment. The General Manager is to determine the special circumstances.

Suitable Arrangements

A ratepayer may make a suitable arrangement for the payment of rates and charges, including those accounts already with the DRP.

A suitable arrangement for payment will clear the total outstanding debt:

- a) Before the subsequent rate instalment is due; and where this cannot be achieved;
- b) By the end of the current financial year provided that all subsequent rate instalments that may become due in that time frame are paid or are incorporated into the total repayment amount; and where this cannot be achieved;
- c) In up to one (1) year provided that subsequent rate instalments that may become due in that time frame are paid or are incorporated into the total repayment amount.

Such arrangements may be approved by the DRP and/or Council Staff. In the majority of cases, a ratepayer will be required to negotiate a suitable arrangement directly with the DRP. The DRP will record and monitor arrangements for compliance.

The General Manager is to approve arrangements for payment where the proposed payment arrangement will not clear the debt as at "c)" above, including proposed arrangements for Farmland Category during periods of declared exceptional circumstances.

In accordance with Section 568 of the Act, money paid in respect of rates or charges levied on land is to be applied towards payment of those rates or charges in the order in which they became due.

Debt Collection

All debt recovery costs and fees associated with any course of action are to be borne by the owner of the debt and will subsequently remain a charge on the property until paid. The debt recovery costs and fees are to be charged in accordance with Council's Annual Schedule of Fees and Charges.

The following procedure is to be employed by Council Staff or Council's DRP:

Supplementary Contact Procedures

To supplement the procedures employed before Steps 1 to 6 below, Council may use other multiple communication channels to remind, contact and negotiate payment arrangements with ratepayers and customers. Options include, but are not limited to telephone calls, email, SMS, Face-book and on-line chat.

Step 1 – First letter or demand sent to ratepayer by DRP

Recovery proceedings shall not be commenced until after the expiration of 14 days after the debt becomes due. A first letter of demand is to be forwarded to the debtor notifying that unless the account is paid, in full, within 14 days of the date of the letter or a suitable arrangement made, legal action may commence for the outstanding amount.

Step 2 – Second letter of demand (Pre-Legal) sent to the ratepayer by DRP

Where the debt value is more than \$250, a second demand letter (Pre-legal) will be sent to the debtor where a response or payment has not been received as a result of the first letter of demand.

OR

Step 2 – Notice to the Occupier is issued

Where a response to Step 1 is not received, a notice under Section 569 of the Act may be issued.

Step 3 – Statement of Liquidated Claim issued

Where a response to Step 2 is not received and the debt is over \$1,000, a Statement of Liquidated Claim is to be issued through the Local Court by the DRP.

Step 4 – Judgment

Where a response to the Statement of Liquidated Claim is not received, default judgment is to be entered by the DRP.

Step 5 – Warrant issued

On the entry of judgment and the failing of the debtor to enter into a payment arrangement, a warrant is to be issued by the Court against the debtor to recover personal property.

OR

Step 5 – Garnishee issued

Where subsequent details are known and an arrangement is not maintained, a garnishee is to be attached to the debtors wage in recovery of the debt. A summons process is initiated with the Court.

OR

Step 5 – Oral Examinations summons issued

Oral examination summons action is taken when there is sufficient knowledge to effectively use a garnishee or warrant. This summons requires the debtor to attend Court and be questioned as to the debtor's current financial situation and ability to meet Council's claim.

Council Staff will determine whether a notice to occupier , warrant, garnishee or oral examination summons will be issued or commenced, based on the individual circumstances of the debtor.

OR

Step 5 – Bankruptcy and Winding Up Proceedings

Bankruptcy and winding-up proceedings, authorised only by the General Manager, will commence if the debt is in excess of \$5,000 and previous action has secured judgment.

Step 6 – Sale of Land for Unpaid Rates and Charges

Where Steps 1 to 5 have been unsuccessful, the General Manager is to commence a sale of land for unpaid rates and charges, in accordance with Chapter 17, Part 2, Division 5, Section 713 of the Act.

WATER USAGE CHARGES

Due Dates

Water meters are read four times a year and accounts are sent to the property owners after each meter reading. The due date for payment is 30 days from the date of the Water Usage Charge notice.

Overdue Amounts

Water Usage accounts are considered overdue immediately following the due date.

Suitable Arrangements

A ratepayer may make a suitable arrangement for the payment of their water usage charges, including those accounts already with the DRP.

A suitable arrangement for payment will clear the total outstanding debt:

- a) Before the subsequent water usage account is due; and where this cannot be achieved;
- b) By the end of the current financial year provided that all subsequent water usage accounts that may become due in that time frame are paid or are incorporated into the total repayment amount; and where this cannot be achieved;
- c) In up to one (1) year provided that subsequent water usage accounts that may become due in that time frame are paid or are incorporated into the total repayment amount.

Such arrangements may be approved by the DRP and/or Council Staff. In the majority of cases, a ratepayer will be required to negotiate a suitable arrangement directly with the DRP. The DRP will record and monitor arrangements for compliance.

The General Manager is to approve arrangements for payment where the proposed payment arrangement will not clear the debt as at “c)” above.

In accordance with Section 568 of the Act, money paid in respect of rates or charges levied on land is to be applied towards payment of those rates or charges in the order in which they became due.

Debt Collection

All debt recovery costs and fees associated with any course of action are to be borne by the owner of the debt and will subsequently remain a charge on the property until paid. The debt recovery

costs and fees are to be charged in accordance with Council's Annual Schedule of Fees and Charges.

The following procedure is to be employed by Council and Council's DRP:

Supplementary Contact Procedures

To supplement the procedures employed before Steps 1 to 6 below, Council's DRP may be instructed by Council Staff to use other multiple communication channels to remind, contact and negotiate payment arrangements with ratepayers and customers. Options include, but are not limited to telephone calls, email, SMS, Face-book and on-line chat.

Step 1 – Overdue water reminder notice issued

At the expiration of 7 days after the due date of the Water Usage Charge notice, if an account remains unpaid and no satisfactory payment arrangement has been made, an overdue water reminder notice is issued by Council Staff or the DRP.

Step 2 – Water restriction notice issued

At the expiration of 7 days after the due date of the overdue water reminder notice, if an account in excess of \$100 remains unpaid or no satisfactory payment arrangement has been made, a water restriction notice is issued by Council Staff or the DRP. The due date for payment is 14 days from the date of the water restriction notice.

Step 3 – Notice of intention to restrict

At the expiration of the due date of the water restriction notice, if not payment or satisfactory payment arrangement has been made, a notice of intention to restrict water supply is issued. The due date for payment is 14 days from the date of the water restriction notice.

Step 4 – Water restriction

On, or as soon as practicable after the nominated date appearing on the notice of intention to restrict, if no payment or a satisfactory arrangement has been made, the restriction device is to be fitted to the water meter connected to the property.

Step 5 – Referral to the DRP

If, after water restrictions have been put in place and the debt remains outstanding, the recovery of the debt may be forwarded back to Council's DRP for legal proceedings. In such instances, the debt collection procedures in Steps 2 to 5 as listed in the Rates and Charges section of this policy are to apply.

Step 6 – Sale of Land for Unpaid Rates and Charges

Where Steps 1 to 6 have been unsuccessful, the General Manager is to commence a sale of land for unpaid rates and charges, in accordance with Chapter 17, Part 2, Division 5, Section 713 of the Act.

SUNDRY DEBTORS

This encompasses all amounts owing to Council excluding rates and charges, water usage accounts and government grants.

Due Dates

Council issues debtor accounts for numerous services. These services include, but are not limited to, trade waste services, private works, staff uniforms, airport usage and property rentals.

Accounts are generally issued on a weekly, fortnightly or monthly basis.

Overdue Amounts

Sundry debtor accounts are considered overdue immediately following the due date.

Council reserves the right to deny access to Council facilities or suspend services to customers with overdue amounts.

Suitable Arrangements

A debtor may make a suitable arrangement for the payment of their sundry debtor account, including those accounts already with the DRP.

A suitable arrangement for payment will clear the total debt within 60 days of making the arrangement.

The General Manager is to approve arrangements for payment where the proposed payment arrangement will not clear the debt in the time frame above.

In accordance with Section 568 of the Act, money paid in respect of sundry debtor amounts is to be applied towards payment of those amounts in the order in which they became due.

Debt Collection

The procedure for the collection of debts due to Council will follow those procedures outlined in Steps 1 to 5 of the Rates and Charges section of this Policy.

Supplementary Contact Procedures

To supplement the procedures employed before and at Steps 1 to 5 of the Rates and Charges section of this Policy, Council's DRP may be instructed by Council Staff to use other multiple communication channels to remind, contact and negotiate payment arrangements with ratepayers and customers. Options include, but are not limited to, telephone calls, email, SMS, Face-book and on-line chat.

FURTHER CONSIDERATIONS FOR THE COLLECTION OF RATES & CHARGES, WATER USAGE AND SUNDRY DEBTOR DEBTS

Where a matter proceeds to a pre-trial consultation or hearing, Council's Solicitor is to be instructed to act on Council's behalf.

Interest is applied to all outstanding rates and water usage charges and sundry debtor fees and charges, where deemed, whether a suitable agreement is in place or not. The interest rate is determined by Council as part of adopting the Delivery Program and Operational Plan. Interest commences to accrue on unpaid rates and charges and water usage charges and sundry debtor fees and charges, where deemed, as soon as practicable after the due date.

Interest is applied to sundry debtors, where deemed, in accordance with the legislation under which the fee or charge is raised.

The General Manager has delegated authority to write-off rates and charges, fees, charges and other debts in accordance with Section 131 of the Local Government (General) Regulation 2005, up to and

including an amount resolved by Council. This amount is currently set at \$2,500.

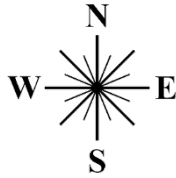
The Manager Revenue has delegated authority to write-off interest that has accrued on rates and charges, charges, fees, and other debts up to \$10 where the ratepayer was unable to pay the rates and charges when they became due and payable for reasons beyond their control; refer Sections 567(a)&(b) of the Act.

The General Manager is to be advised of any staff member or Councillor whose overdue account has been referred to Council's DRP.

Council's Staff may be required to act as authorised officers in relation to the recovery of rates and charges where that nominated person is required to represent Council at Court.

VARIATION

Council reserves the right to vary the terms and conditions of this policy, subject to a report to Council.



Central Darling Shire Council

Title of Procedure	Unsealed Roads – Wet Weather Policy		
This applies to	All Road Users		
Author	Michael Boyd	Date approved	
Position of Author	General Manager	Authorised by	
Legislation, Australian Standards, Code of Practice	<i>Roads Act 1993</i> <i>Road Transport Act 2013</i>		
Related Policies/Procedures	Closed Roads Council Minute 654-12-99 Unsealed Roads Policy		
Aim	To prevent and minimize damage to Council's Unsealed Road network affected by wet weather conditions		
Version	Council Minute	Date	
2.0	TBA	TBA	
Superseded Policies	Closed Roads (Council Minute 654-12-99)		
Review Date	23 February 2024		
The Policy			

1. DEFINITIONS

Road includes:

- a) The airspace above the surface of the road, and
- b) The soil beneath the surface of the road, and
- c) Any bridge, tunnel, causeway, road-ferry, ford or other work or structure forming part of the road.

Public road means:

- a) Any road that is opened or dedicated as a public road, whether it's under the *Roads Act 1993* or any other Act or law,
- b) Any road that is declared to be public road for the purposes of the *Roads Act 1993*

Regulate traffic means restrict or prohibit the passage along a road of persons, vehicles, or animals.

Traffic includes vehicular, pedestrian, and all kinds of traffic.

Traffic Hazards means a structure or thing that is likely:

- a) To obscure or limit the view of the driver of a motor vehicle on a public road, or
- b) To be mistaken for a traffic control device, or
- c) To cause inconvenience or danger in the use of a public road, or
- d) To be otherwise hazardous to traffic.

2. PURPOSE

In accordance with Section 7 of the *Roads Act 1993*, Central Darling Shire Council is the Roads Authority for all public roads within the Shire, other than:

- Crown Roads; and
- Any public road for which some other public authority is declared by the regulations to be Roads Authority.

During periods of wet weather, some of the unsealed Roads within the Shire are damaged by vehicles that are being driven along them, often unnecessarily and occasionally maliciously. To minimise such damage, Central Darling Shire Council promotes to implement control measures to regulate traffic as provided in the *Roads Act 1993*.

Council, as a Roads Authority and as provided by Section 115 of the *Roads Act 1993*, may regulate traffic. The relevant provisions of Section 115 are set out below:

“115 ROADS AUTHORITY MAY REGULATE TRAFFIC IN RELATION TO ROAD WORK ETC”

- 1) A Roads Authority may regulate traffic on a public road by means of barriers or by means of notices conspicuously displayed on or adjacent to the public road.
- 2) The power conferred by this section may be exercised by TfNSW for any purpose but may not be exercised by any other Roads Authority otherwise than -
 - a) For the purpose of enabling the Roads Authority to exercise its functions under this Act with respect to the carrying out of road work or other work on a public road, or
 - b) For the purpose of protecting a public road from serious damage by vehicle or animals as a result of wet weather, or
 - c) For the purpose of protecting earth roads from damage caused by heavy vehicles or by animals, or
 - d) For the purpose of protecting members of the public from any hazards on the public road, or
 - e) For the purpose of protecting vehicles and other property on the public road from damage, or
 - f) For the purpose of enabling a public road to be used for an activity in respect of which a permit is in force under Division 4 of Part 9, or
 - g) For a purpose for which the roads authority is authorised or require, by or under this or any other Act or law, to regulate traffic.
- 3) A Roads Authority may not restrict the passage of heavy vehicles or animals along the roadway of an earth road unless clear side tracks have been provided for their passage.
- 4) A person:
 - a) Must not, in wilful contravention of any such notice or in wilful disregard of any such barrier, pass along, or cause any vehicle or animal to pass along, a length of public road, and

- b) Must not damage, remove or otherwise interfere with a notice or barrier erected for the purposes of this section.

Maximum penalty: 10 penalty units.

- 5) It is the duty of a Roads Authority by which a notice or barrier has been erected under Section 115 of the *Roads Act 1993* to remove the notice or barrier if there is no longer any need to regulate the traffic for the purpose for which the notice or barrier was erected.

3. SCOPE

This Policy will apply to all Unsealed Roads in the Central Darling Shire Council and where notice is hereby given of road conditions, being traffic hazards, on the Central Darling Shire Council's Road Condition Report.

This Policy applies to all Traffic, with the exception of the following:

- a) Fire, Ambulance, and Medical Service provider vehicles who are permitted to travel on closed roads due to wet conditions in emergency situations.
- b) Roads and Maritime Services, Telstra, Council, Electricity, Police, State Road and State Emergency Service Provider who are permitted to travel on closed roads due to wet conditions in emergency situations only after consultation with the General Manager. Permissions may only be granted by the General Manager where the emergency service is able to demonstrate that the benefit gained in permitting the road to be used exceeds the cost to the community of restoring the damage caused to the road. The General Manager may delegate approval to the Director of Shire Services as required.

4. IMPLEMENTATION

Signage will be erected and maintained as necessary to define the sections of roads that become subject to this Policy.

A Notice of Road Closure will be displayed at the Council Offices at Wilcannia, Menindee, and Ivanhoe. A Notice of Road Closure will also be advertised on the Central Darling Shire Council's website at: www.centraldarling.nsw.gov.au and Council Facebook page.

Affected roads will only be re-opened upon determination by Council that affected road surfaces have dried sufficiently and no further damage is likely to occur, and damaged sections have been repaired and the road is deemed safe to re-open to vehicles.

5. COST RECOVERY UNDER THIS POLICY

Council is empowered to seek compensation from those responsible for causing damage to a road that has otherwise been closed pursuant to this Policy. In this regard, Section 102 of the *Roads Act 1993* provides relevantly as follows:

"102 LIABILITY FOR DAMAGE TO PUBLIC ROAD

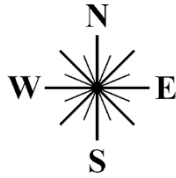
- 1) A person who causes damage to a public road, or to any road work on a public road or any traffic control facility on a road or road related area within the meant of Section 4 (1) of the *Road Transport Act 2013* (other than a road or road related area that is the subject of a declaration made under Section 18 of that Act relating to all of the provisions of that Act), is liable to pay for the appropriate roads authority, the cost incurred by that authority in making good the damage.
- 2) If damage referred to in this section is caused by a motor vehicle or vessel, the owner, and the driver of the motor vehicle or, as the case may be, the owner and the master of the vessel are jointly and severally liable for the damage.
- 3) This section does not apply to ordinary wear and tear caused by reasonable use of a public road.
- 4) This section applies to tollways and to private roads that are classifies roads in the same way as it applies to public roads.

Compensation for such damage may be sought by way of a Statement of Claim lodged with the:

- Local Court for claims not exceeding \$100,000
- District Court for claims not exceeding \$750,000
- Supreme Court for claims over \$750,000

Subject to legal advice first being obtained, the General Manager is authorised to implements appropriate action for the recovery of costs associated with the restoration of damage to roads subjected to this Policy.

In determining appropriate action, the General Manager may exercise discretion on the ground of hardship, necessity, emergency, or other reasonable justification for using the road in contravention of the closure.



Central Darling Shire Council

Title of Procedure	Road Reporting Procedure		
This applies to	All Road Users		
Author	Greg Hill	Date approved	TBA
Position of Author	General Manager	Authorised by	GM
Legislation, Australian Standards, Code of Practice	<i>Roads Act 1993</i> <i>Road Transport Act 2013</i>		
Related Policies/Procedures	Unsealed Roads Policy		

1. ROAD CONDITION REPORTS

Road Reports are produced as rain events occur within Central Darling Shire local government boundaries.

Road Condition Reports will only be updated during Council Business Hours (7.30am – 4.30pm Monday to Friday), unless a significant change to road conditions occurs such as:

- Flooding
- Emergency Incident
- Significant Rain Event

outside of Council Business Hours.

2. PURPOSE

Road Closing Procedure:

In the event a substantial rain event occurs within the Shire:

- a) Gangers are to call in to report on the road condition of roads in their relevant areas.
- b) Council officers receive information on road conditions requiring potential closure

AND/OR,

- c) A phone call is to be made to the Gangers for information on rainfall in their relevant areas.
- d) Council may call the relevant property owners for information on their roads within their vicinity (e.g., Burndoo, Killara, Trevallyn, Stirling, Roshill).
- e) Website searches are to be made for further rain information (e.g., Bureau of Meteorology (BOM), Elders, Windy.com, Burndoo daily rain summaries, FarmOline Weather, Weather Zone).
- f) Council may call business owners (e.g., White Cliffs Store and Tilpa Hotel) for additional information.
- g) Reports of any safety issues due to rain, emergency incident or flooding events are to be inspected by Engineers, Gangers, or Road Crews, and actioned accordingly relevant to the severity of the event by making the area safe using signage and/or traffic control/warning devices and processes or temporary remediation until further works can be scheduled as the area becomes accessible.
- h) All information is to be collated and approved by an available Engineer.
- i) An Engineer or Road Report coordinator will advise Gangers on which electronic or physical signs need to be opened or closed.
- j) A Road Report is to be generated and distributed via email and phone message to Media Outlets, Council Contacts, neighbouring Councils, and other relevant Road Authorities.
- k) Electronic signs are to be changed to reflect the Road Condition Report information.
- l) The Council website and any additional social media outlets are to be updated by the Community Engagement Officer as Road Reports are received.
- m) Transport for New South Wales (TfNSW) is to be notified by e-mail if the Cobb Highway and/or Barrier Highway is affected and is closed.
- n) Traffic Management Centre (TMC) is to be notified by phone and e-mail for any Highway Closures.
- o) If an electronic sign is not operational, a physical sign will be installed.

Monitoring:

- a) Gangers are to call in and report any changes or updates for road condition of roads in their relevant areas,

AND/OR,

- b) Phone calls are to be made to the Gangers for updated information on road conditions in their relevant areas.
- c) Inspections are to be carried out by road crews in the relevant rain affected areas for updates on the road conditions.
- d) Changes are to be updated in the Road Conditions Report each day as new updated information on conditions are received.
- e) If no change occurs on any given day, the Road Conditions Report will **remain unchanged**, and the latter dated Road Conditions Report stands.

Road Opening Procedure:

- a) Council calls or is notified by the relevant Gangers, business owners and property owners in relation to the opportunities of being able to reopen the roads.

- b) Outdoor staff are sent out to inspect roads for any changes, if need be, repairs are undertaken as quickly as possible and road crews/Gangers are to notify office staff if roads are deemed fit to be reopened.
- c) Updated information is relayed to and approved by available Engineers.
- d) An updated Road Condition Report is to be distributed by e-mail, phone message to Media Outlets, Council contacts, neighbouring Councils, and other relevant Road Authorities.
- e) Electronic Road Closure Signs are to be updated to suit the conditions of the road (“OPEN”, “CAUTION”, etc.)
- f) Physical signs are to be closed or removed.
- g) The webpage and other social media outlets are to be updated accordingly.
- h) (TfNSW) are to be notified by e-mail of the Cobb Highway and/or the Barrier Highway reopening.
- i) (TMC) are to be notified by e-mail and phone for the Highways opening.

Central Darling Shire Council

Azure Migration Project Update

February 2022

Prepared For:

Greg Hill (General Manager)

Gordon Seeto (Director – Business Services)



Project Updates

1. Server Storage Capacities

Adjustments have been made to the cloud based terminal server to allow for additional user profiles
During the testing of the environment it was found that users were experiencing issues with access to Practical (due to traffic between the local environment and database in the cloud)

This will increase the monthly hosting cost for both the terminal server and backup environment

2. Application Migration

Project delays due to third party vendor timeframes to assist in version updates and migration to new cloud environment

Practical: Migration to cloud has been completed with additional adjustments as required

IntraMaps: Upgrade has been completed and migration can now commence, key CDSC staff are to be informed before migration has been started

Content Manager: Going through final testing phase over next two weeks.

Chris Fripp to work with InCognition regarding integration with Office suite

Other staff have been successfully working through testing document supplied by InCognition

Once testing has been completed final migration of application can occur

3. Client Testing

Ongoing as applications have been migrated and new environments are being access by CDSC staff

Issues are being reported to EFEX technical team to adjust project and environments as required

4. Physical Server Environments

Current server environments are to be kept in place after the migration has been fully completed to act as a secondary data source as required

After a 2 – 3 week period hardware is to be decommission and stored at the Wilcannia Shire Office

Broken Hill Council is to be updated on project status and current replication servers are to be decommissioned once migration completed



Ongoing Project Works (Feb 2022)

Projects & Tasks ▼	Week 25 (28/12/21)	Week 26 (04/01/22)	Week 24 (11/01/22)	Week 24 (18/01/22)	Week 25 (25/01/22)	Week 26 (01/02/22)	Week 27 (08/02/22)	Week 28 (15/02/22)	Week 29 (22/02/22)	Week 30 (01/03/22)	Week 31 (08/03/22)	Week 32 (15/03/22)	Week 33 (22/03/22)	Week 34 (29/03/22)
Application Migration	Progress bar													
Ongoing Server Testing	Progress bar													
Client Server Testing	Progress bar													
Staged On Premise Server Shutdown										Progress bar				
Final Project Documentation Updates											Progress bar			
Broken Hill Server Shut Down										Progress bar				
Project Completion & Sign Off											Progress bar			

Initial Investment Table (36 Month Term)



Description	On Premises	Cloud Hosted	Hybrid Licensing
Infrastructure Hardware	\$30,280.00	\$0.00	\$0.00
Infrastructure Licensing	\$32,020.00	\$10,080.00	\$22,090.00
Professional Services	\$23,100.00	\$23,100.00	\$23,100.00
Third Party Database Conversion ⁴	\$0.00	\$7500.00	\$7500.00
Third Party Database Support ⁴	\$0.00	\$750.00	\$750.00
Cloud Hosting Services	\$37,440.00	\$150,095.52	\$41,764.68
Broken Hill Server Removal ¹	-\$32,400.00	-\$32,400.00	-\$32,400.00
Power Consumption Cost ²	\$6840.00	\$0.00	\$0.00
Internet Downtime (Wilcannia) ³	\$52,800.00	\$26,400.00	\$26,400.00
Estimated Investment (36 Month Term)	\$150,080.00	\$185,525.52	\$86,204.98
Cost Percentage Difference		+19.11%	-42.56%

All Prices Exclusive of GST

- ¹ Removal of redundant server from Broken Hill in all options and cancellation of ongoing \$900.00 per month charge
- ² Estimated cost over term based on power consumption of physical servers and environmental controls required
- ³ Estimated loss of hours for staff (44 with on premises solution and 22 for remote both cloud options) based on internet outage at Wilcannia site at an average of 16 hours per year
- ⁴ Third party charge to convert Practical database to SQL and allow for migration to Azure as well as ongoing support over term for additional changes and consulting (details provided earlier in proposal)



**statewide
mutual.**



2021-2022 CIP SELF-ASSESSMENT - BENCHMARKING

Central Darling Shire Council

Version: 2 December 2021

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DISCLAIMER

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RATIONALE FOR CIP PROGRAM

The Continuous Improvement Pathway (CIP) is a powerful program based on the principles contained in AS ISO31000:2018 for the management of risk. The program, although structured, is voluntary and allows councils to identify and work on projects to enable continuous improvement of its risk management systems.

The key reasons for the CIP are:

- To create opportunity for the self-assessment of key business risks.
- It helps councils understand the strengths and weaknesses in current management systems of various business activities.
- The self-assessments target key high-risk assets and business activities that contribute to high claims numbers.
- The collated data benchmarks council's performance against other councils across the state, region and similar OLG group councils.
- Participation in the program qualifies council to access discretionary rebates.

The benefits of the CIP to council are:

- Alignment to IP&R framework.
- Council will gain a clear understanding of the strengths, weaknesses and effectiveness of their systems.
- Supports continuous improvement through systematic implementation, monitoring and review of improvement actions.
- Demonstrates accountability and can assist individual risk owners to meet KPIs set under governance frameworks.
- Provides knowledge transfer to new and existing staff on the status of an asset or business activity.
- Meets the requirements under the new Office of Local Government (OLG) Risk Management and Internal Audit Framework.
- Demonstrates to the elected council, ARIC and other key stakeholders of council's commitment to risk management activities.
- Alignment to councils overall audit program.
- Participation supports council's obligation under Section 2.1.1 of the Statewide Mutual Deed.

The Regional Risk Management Team actively monitors the CIP Program and acts on feedback from councils and the Board. This allows the program to evolve and helps to achieve the Mutual objective of "promoting good risk management practice".

OVERVIEW

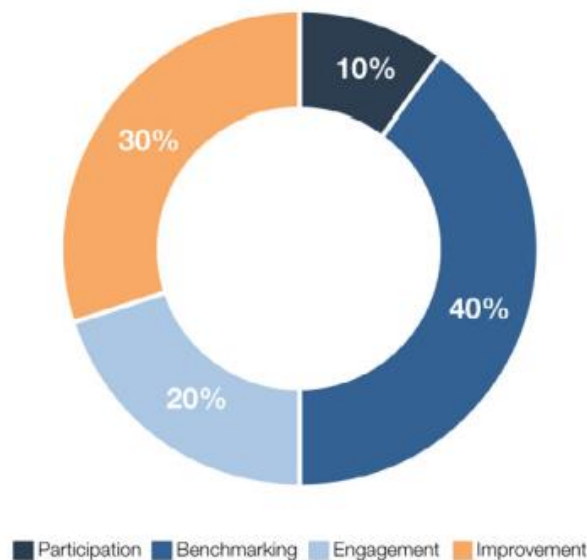
As part of the 2021-2022 Continuous Improvement Pathway program, Statewide Mutual retained a self-assessment audit to facilitate the capture of benchmarking information.

The current program looks at how council has integrated the operational management of key risk exposure area against the integrated planning and reporting requirements and best practice principles.

The 2021-2022 CIP self-assessment topics were:

- Claims Management
- Storm Water
- Trees and Tree Roots

Participation within this program currently makes up 40% of any discretionary risk initiative distribution of surplus funds.



The benchmarking exercise relies upon Council’s undertaking a self-assessment against the nominated topics followed by a random check by the Regional Risk Manager.

Councils are encouraged to be quite rigorous and to ensure that they can justify their responses. The self-assessments prompt councils to provide evidence or comments to support all “Yes” responses to ensure current and active management of the risk issues.

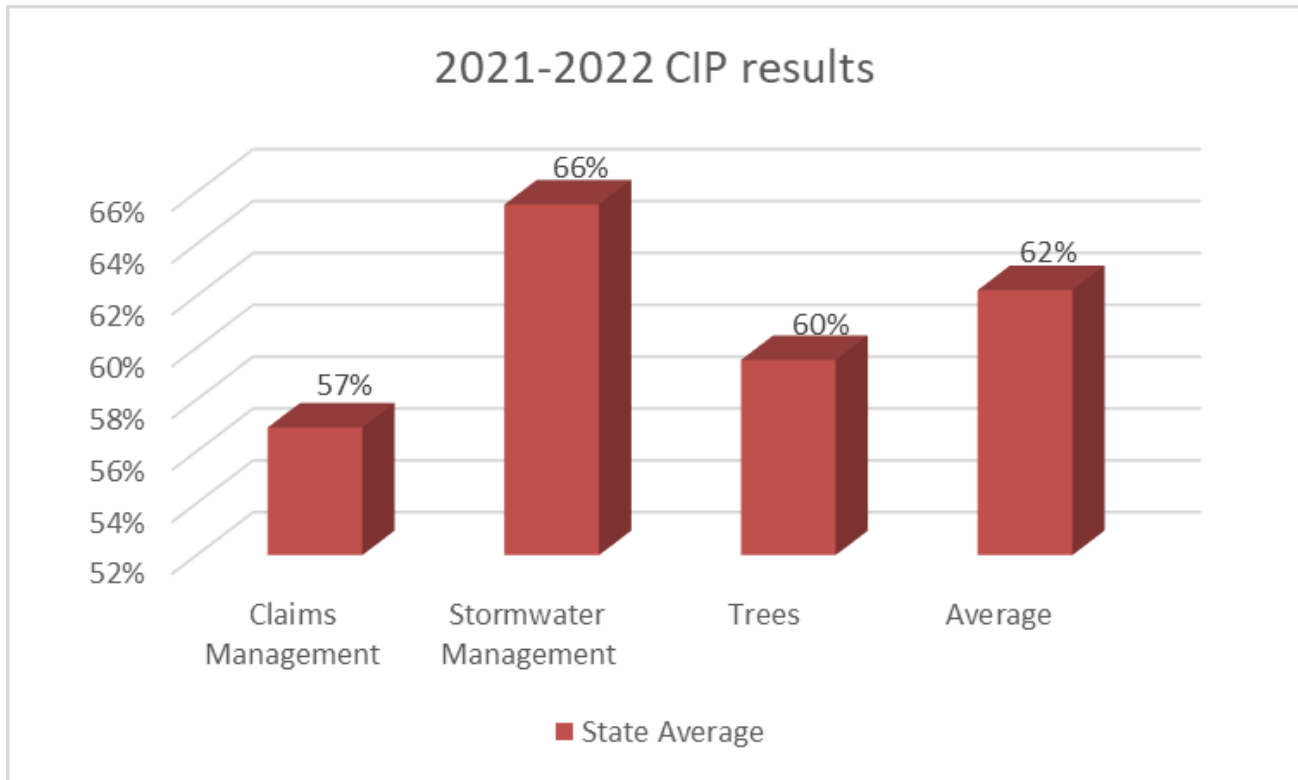
Where councils have responded in the negative, the process generates an action item to identify opportunities for continuous improvement.

We recommend all identified actions items be considered and where appropriate actions be assigned, registered and tracked in a corporate system to ensure agreed delivery times and accountability of staff.

The results from this benchmarking exercise not only assist individual councils in identifying opportunities for improvement, but also enable Statewide to analyse the responses to help develop and improve programs that can further support and strengthen council’s management of these key operational risk areas.

This year, 90 of 103 (87.4%) General-purpose councils completed all or part of the CIP self-assessments. We also had five county councils partially complete the self-assessments.

A summary of the State Average, per topic is below.



Your Regional Risk Manager extends the offer to present these results to your Executive Team, Council and/or the Audit Risk and Improvement Committee if required.

COUNCIL SUMMARY

I am pleased to provide a summary of your councils benchmarking results for 2021-2022 below.

The table shows results for the Claims Management, Storm Water and Trees and Tree Roots.

Central Darling	Orana	OLG 9		2021-2022
Element	Claims Management - Central Darling	Stormwater Management - Central Darling	Trees - Central Darling	Central Darling Average
Strategy	0%	100%	100%	67%
Policy / Management Plan	83%	88%	53%	75%
Resourcing	100%	50%	50%	67%
System	50%	33%	50%	44%
Documentation	100%	100%	100%	100%
Overall	70%	75%	61%	70%

Strategy: Strategic planning document outlining Councils future direction and general concepts.

Policy/Management Plan: General guideline document outlining Councils connection between their vision and values and the operational activity.

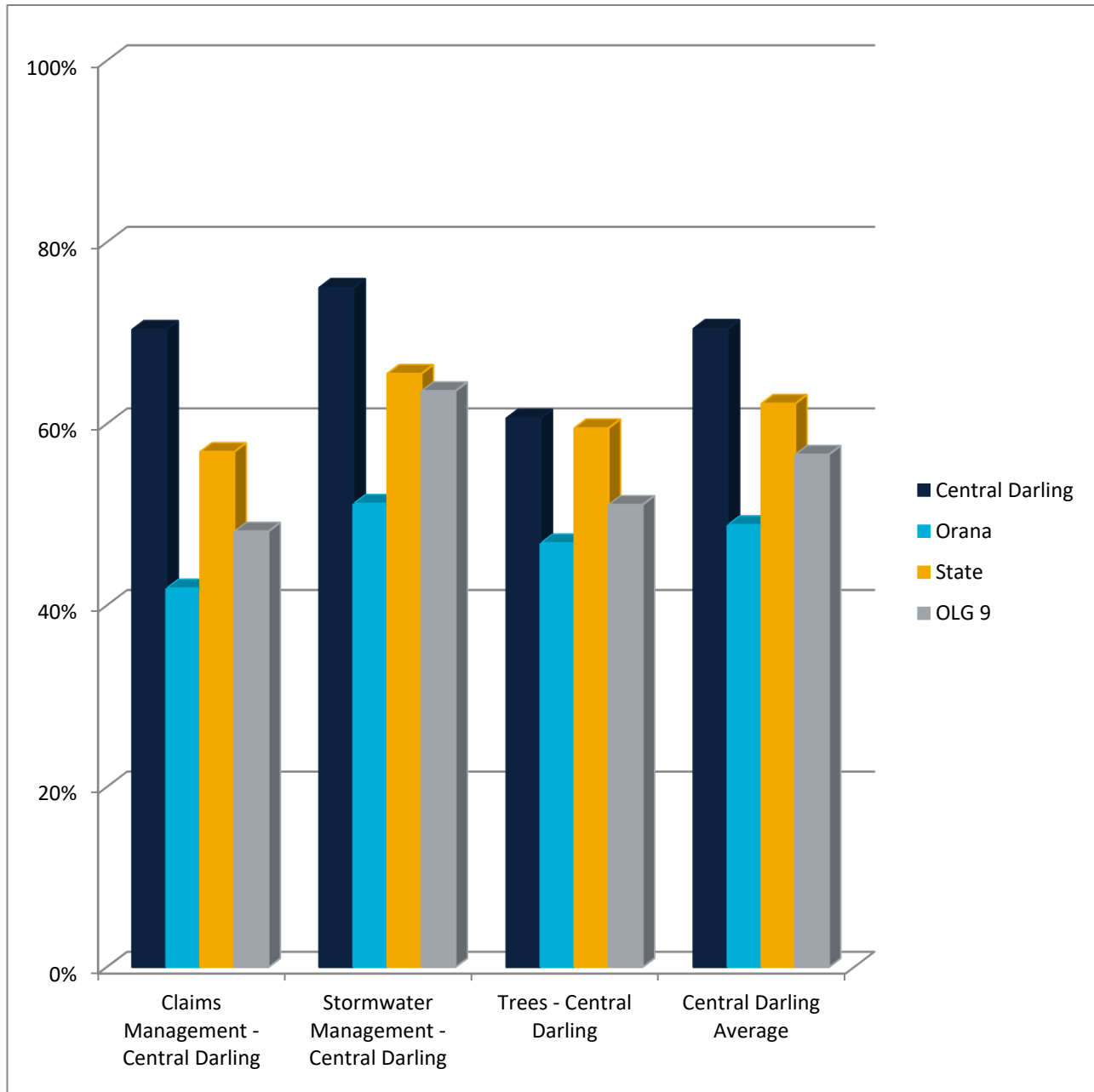
Resourcing: Budgeting documentation resourcing plan for operational activity.

System: Councils process of managing operational activity.

Documentation: Councils document management system.

COUNCIL SUMMARY

The graph below shows council's results compared against the State, Riverina Region and OLG 9 Group average.



ELEMENT SUMMARY

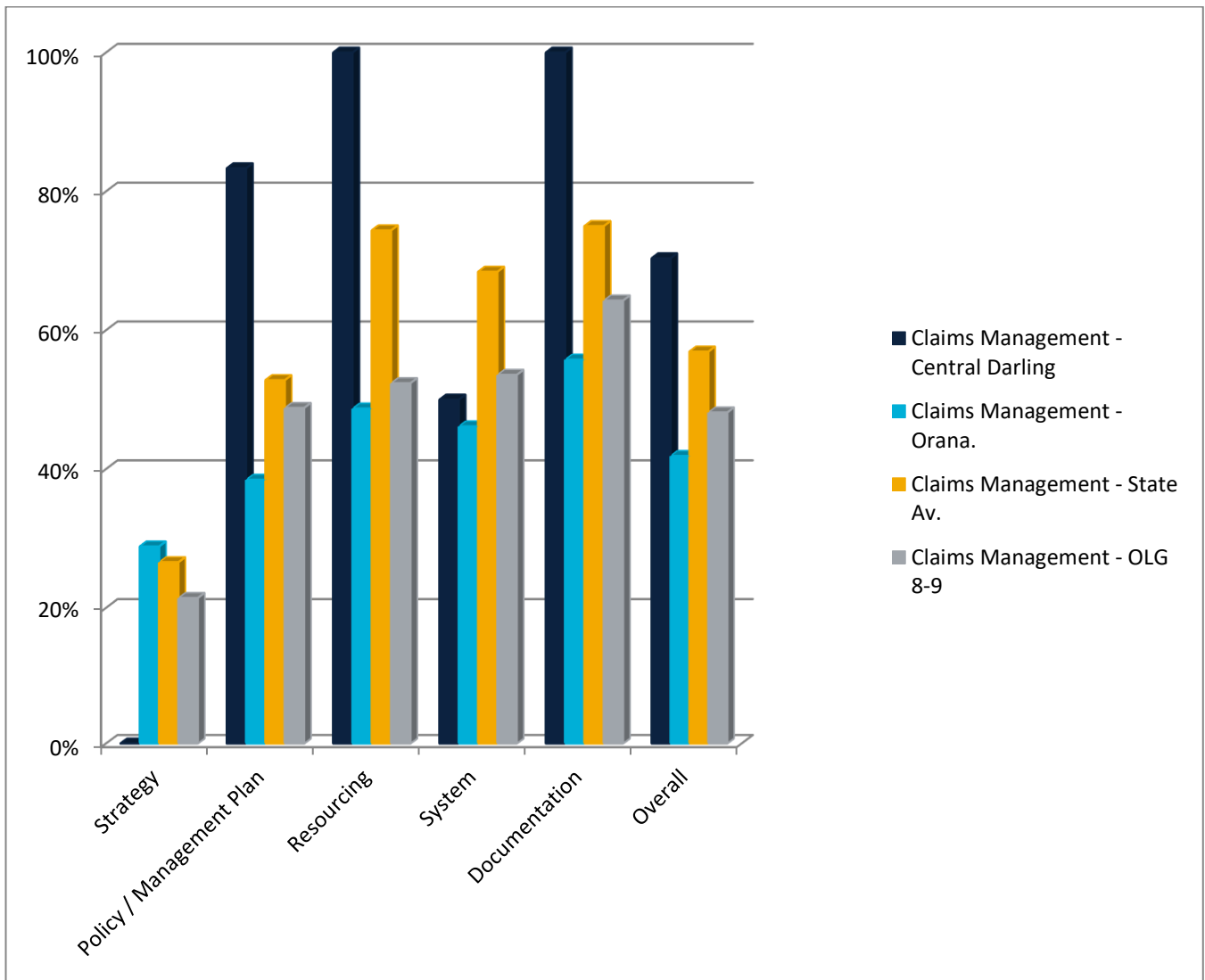
Claims Management

This topic refers to the claims management function of council.

The questions focus on five key elements being, policy, procedure, resourcing, systems and documentation.

Councils were required to respond Yes or No. All Yes answers were required to identify supporting evidence.

Ninety five councils completed and submitted this topic



Council was unable to respond positively to eight (8) questions (refer “Summary of negative responses for action consideration”).

Storm water

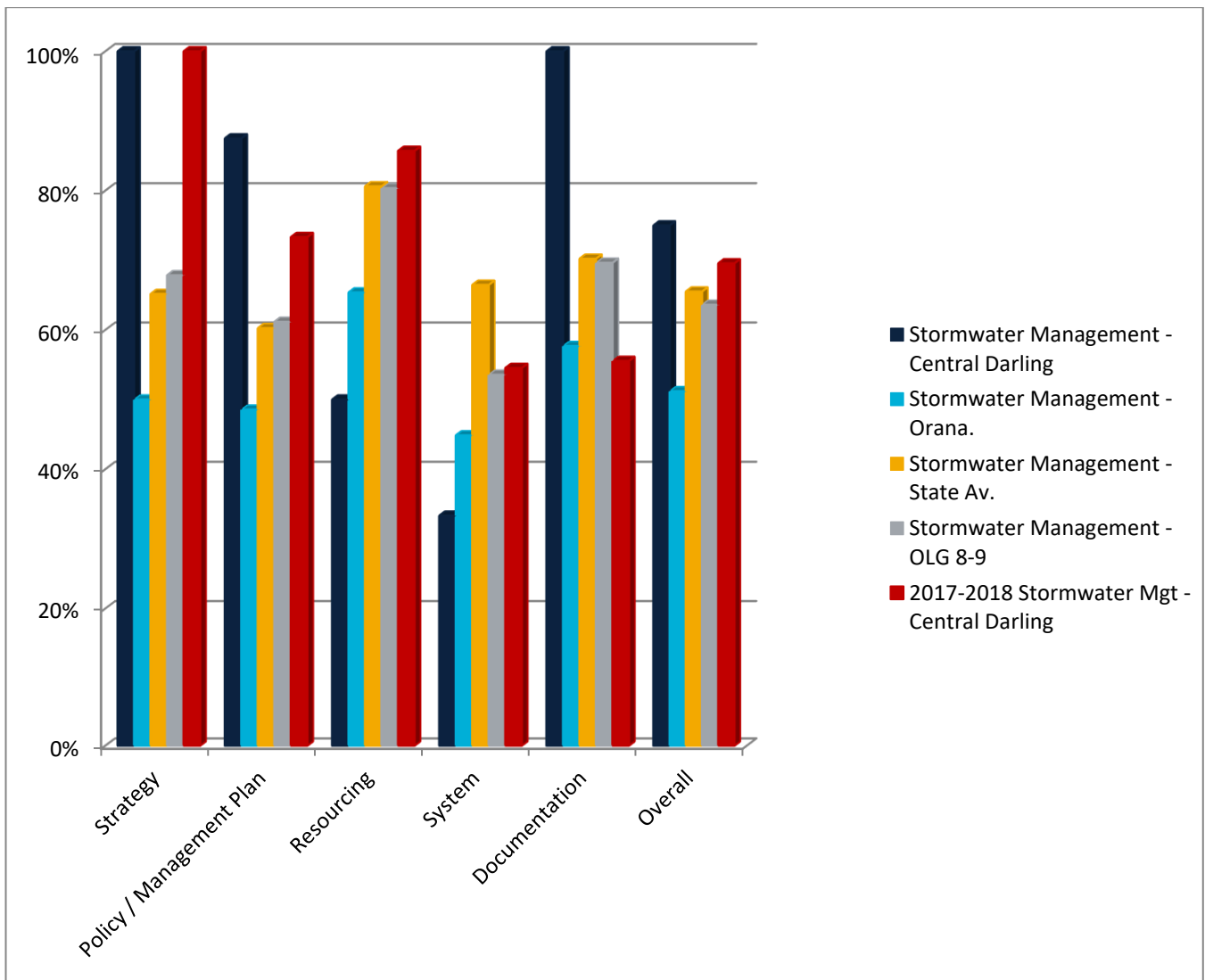
This topic looks at how council manages storm water assets e.g. kerb and gutter, pipes and culverts, open built and natural drains and retention basins etc.

The questions focus on five key elements being, strategy, management plan/procedure, resourcing, systems and documentation.

This is the second time we have benchmarked Storm water. The 2017-2018 results are included for comparison (if previously submitted).

Councils were required to respond Yes or No. All Yes answers were required to identify supporting evidence.

Eighty nine councils completed and submitted this topic.



Council was unable to respond positively to eight (8) questions (refer “Summary of negative responses for action consideration”).

2017-2018 score 70%

Trees and Tree Roots

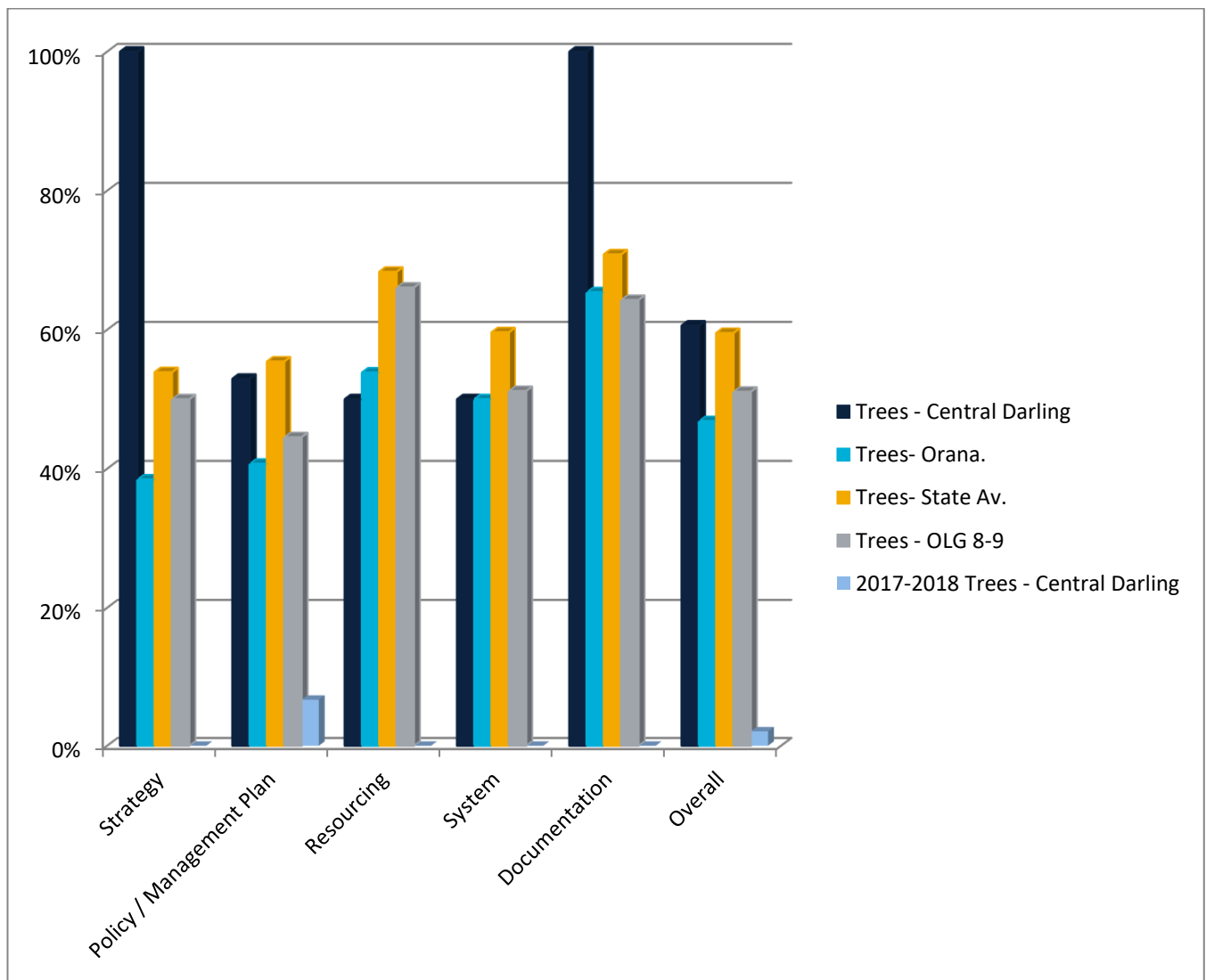
This topic looks at how councils manage their tree assets.

The questions focus on five key elements being, strategy, management plan/procedure, resourcing, systems and documentation.

This is the second time we have benchmarked Trees and Tree Roots and the 2017-2018 results are included for comparison (if previously submitted).

Councils were required to respond Yes or No. All Yes answers were required to identify supporting evidence.

Ninety councils completed and submitted this topic.



Council was unable to respond positively to thirteen (13) questions (refer “Summary of negative responses for action consideration”).

2017-2018 score 2%

SUMMARY OF NEGATIVE RESPONSES FOR ACTION CONSIDERATION

Claims Management (8 actions recorded)

Action Log

Element	Criteria	Action	Allocated Officer	Action required	Due date
Strategy	Adoption of Claims Management Policy document	N/A	N/A	<ul style="list-style-type: none"> Provisions to be incorporated into the Insurance Procedure 	N/A
Management Plans	Claims Manual	Yes	Director Business Services	Induction program at document adoption	3/2022
Systems	Claims Register	Yes	Director Business Services	Claims Register <ul style="list-style-type: none"> Notifications to be noted (deductable claims) (incidents and investigations)	3/2022

Storm Water (8 actions recorded)

Action Log

Element	Criteria	Action	Allocated Officer	Action required	Due date
Management Plans	Stormwater Management Plan	Yes	Director Shire Services	Stormwater Asset Management Plan (version 1-2021) Asset Management Policy (draft) <ul style="list-style-type: none"> Process flow chart capturing, complaints, inspections, assessments, priority ranking, works program and completion documentation 	3/2022
Resourcing	Funding	Yes	Director Shire Services	Alternative funding streams <ul style="list-style-type: none"> Current funding reliant on external source 	6/2022
Systems	Operational systems and recording	Yes	Director Engineering	Software recording systems <ul style="list-style-type: none"> Recording of: Inspections Maintenance Linkage to Customer request system 	3/2022

SUMMARY OF NEGATIVE RESPONSES FOR ACTION CONSIDERATION

Trees and Tree Roots (13 actions recorded)

Action Log

Element	Criteria	Action	Allocated Officer	Action required	Due date
Management Plans	Tree Management Plan	Yes	Director Shire Services	Tree Management Strategy document (to be developed), current documentation Streetscapes Upgrades procedure <ul style="list-style-type: none"> • Tree classification • Standards of service • Inspection process • Response times 	3/2022
Resourcing	Funding	Yes	Director Shire Services	Alternative funding streams Current funding reliant on external source	6/2022
Systems	System Checklist	Yes	Director Shire Services	Development of significant tree register <ul style="list-style-type: none"> • Checklist development • Inspection recording process 	3/2022
Documentation	Records Management	Yes	Director Shire Services	Records Management Storage of records as requirement of Policy	3/2022

SIMILAR SIZED COUNCILS USING OLG GROUPING

Council	OLG Group	Statewide Regions	OLG Classification
Brewarrina Shire Council	8	Far West - No JO	Rural
Weddin Shire Council	9	Central NSW	Rural
Balranald Shire Council	9	Far West - No JO	Rural
Bourke Shire Council	9	Far West - No JO	Rural
Central Darling Shire Council	9	Far West - No JO	Rural
Carrathool Shire Council	9	Murray Murrumbidgee	Rural
Hay Shire Council	9	Murray Murrumbidgee	Rural
Murrumbidgee Council	9	Murray Murrumbidgee	Rural
Walcha Council	9	Namoi	Rural
Bogan Shire Council	9	Orana	Rural
Coonamble Shire Council	9	Orana	Rural
Gilgandra Shire Council	9	Orana	Rural
Warren Shire Council	9	Orana	Rural
Coolamon Shire Council	9	Riverina	Rural
Lockhart Shire Council	9	Riverina	Rural

FUTURE CIP SELF-ASSESSMENT PROGRAM

To assist councils with planning ahead, we are releasing a list of the CIP self-assessment topics covered as part of the forward CIP program.

We have reduced the number of topics for the 2022-2023 financial year down to three.

We have nominated two major asset classes, reserving the option to select a further 1 - 2 topics based upon member needs, current trends, emerging risks or underwriter concerns.

Period	Topic 1	Topic 2	Topic 3	Topic 4
2022-2023	Signs as Remote Supervision	Roads	Waste Facilities (Fire)	BCM* (County Councils)
2023-2024	Playgrounds	Building Assets	TBD	TBD
2024-2025	Swimming Pools	Footpaths	TBD	TBD
2025-2026	Sporting Facilities	Trees	TBD	TBD

We strongly recommend that above topics be included within council's forward audit program.

RECOMMENDATIONS

The following recommendations are proposed:

- Council consider appropriate actions to address any “No” responses as part of continuous improvement.
- Agreed actions assigned to responsible staff, with realistic and achievable timeframes.
- Actions registered and tracked in a corporate system, monitored and regularly reported to senior management.
- It is suggested that both Internal audit and ARIC should be made aware of any actions identified and the method of tracking progress.
- Council should include the nominated future CIP self-assessment topics within their forward audit plan.
- Council may wish to consider a presentation of the results to your MANEX, Executive team or ARIC.

Comment

- *I wish to acknowledge Central Darling Shire Council and their contributing Directors (Gordon and Reece) on an integrated CIP Program and reporting.*

Contacts

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Title	Regional Risk Manager
Mobile	0447 267569
Email	damien.connell@jlta.com.au

ATTACHMENT 1: Three amendment detail tables submitted to the Department of Planning and Environment.

Employment zones reform translation – Return Translation Detail

Central Darling LEP 2012 E3 Productivity Support zone

RETURN TRANSLATION DETAIL NOTE: PLEASE ENSURE THAT THE TITLE PAGE AND HEADER IS UPDATED WITH THE LEP'S NAME AND YEAR.

1. Confirmation of zone selection

E3 Productivity Support		
Confirm zone is correct Y/N	Entire zone not appropriate or Specific zone incorrectly applied to an area	Council comment
y	E3 Productivity Support zone	To be added to changes required as the current IN2 Light Industrial zone will become the E3 Productivity Support zone

NOTE:

- Copy this table for each proposed zone
- Title each table with the zone

2. Local zone objectives

E3 Productivity Support			
Local objective ¹	DPIE recommendation (retain delete or amend)	Council comment	Amended or new local objective (where applicable)
E3 Productivity Support zone	<p>To provide a range of facilities and services, light industries, warehouses and offices.</p> <p>To provide for land uses that are compatible with, but do not compete with, land uses in surrounding local and commercial centres.</p> <p>To maintain the economic viability of local and commercial centres by limiting certain retail and commercial activity.</p> <p>To provide for land uses that meet the needs of the community, businesses and industries but that are</p>	<p>Central Darling Shire Council area is economically disadvantaged, therefore in line with the Local Strategic plan, the council is encouraging a greater use of the available employments land within Wilcannia.</p> <p>To meet current requested business opportunities council would like to remove obstacles to the establishment of a wider variety of land uses that normally present in this zone.</p> <p>As Wilcannia and Central Darling Shire Council is a largely agrarian economy the</p>	<p><u>To provide a range of rural industry uses and industrial uses that serve the needs of rural community and the people who live, work or visit the area.</u></p>

Employment zones reform

Preliminary translation of <name> LEP <year> land use tables

	<p>not suited to locations in other employment zones.</p> <p>To provide opportunities for new and emerging light industries.</p> <p>To enable other land uses that provide facilities and services to meet the day to day needs of workers, to sell goods of a large size, weight or quantity or to sell goods manufactured on-site.</p> <p><u>To provide a range of rural industry uses and industrial uses that serve the needs of rural community and the people who live, work or visit the area.</u></p>	<p>encouragement to locate rural industries and other associated uses in the E3 Productivity zone is requested.</p>	

NOTE:

- Copy this table for each proposed zone
 - Insert additional rows as required
 - Title each table with the zone objectives it addresses
3. Permitted with or without consent

E3 Productivity Support		
Land uses	Permitted without consent	Permitted with consent
E3 Productivity Support zone	<p>Building identification signs, Business identification signs Home industries, Environmental protection works; Roads; Water reticulation systems</p>	<p>Animal boarding or training establishments; Boat building and repair facilities; car parks, Centre-based child care facilities; Commercial premises, Community facilities; Depots; Farm buildings, Function centres; Funeral homes Garden centres; Hardware and building supplies; Heliports Hotel or motel accommodation; Industrial retail outlets; Industrial training facilities; Information and education facilities; Kiosks; Landscaping material supplies; Light industries; Local distribution premises; Markets; Mortuaries;</p>

Employment zones reform

Preliminary translation of <name> LEP <year> land use tables

		Neighbourhood shops; Office premises; Oyster aquaculture; Passenger transport facilities; Places of public worship; Plant nurseries; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Research stations; Respite day care centres; Rural supplies; Rural industry ; Service stations; Specialised retail premises; Storage premises; Take away food and drink premises; Tank-based aquaculture; Timber yards; Vehicle body repair workshops; Vehicle repair stations; Vehicle sales or hire premises; Veterinary hospitals; Warehouse or distribution centres; Wholesale supplies
E3 Productivity Support zone		Commercial premises, Farm buildings; Car parks , rural industry

NOTE:

- Copy this table for each proposed zone
 - Title each table with the zone
4. Other land uses

E3 Productivity Support			
Land use	Permitted without consent	Permitted with consent	Prohibited
E3 Productivity Support zone			Agriculture; Air transport facilities; Airstrips; Amusement centres; Camping grounds; Caravan parks; Cemeteries; Centre-based child care facilities; Commercial premises ; Eco-tourist facilities; Educational establishments; Entertainment facilities; Exhibition homes; Exhibition villages; Farm buildings; Forestry; Function centres; Health services facilities; Home businesses; Home occupations; Home occupations (sex services); Home-based child care; Information and education facilities; Marinas; Mooring

Employment zones reform

Preliminary translation of <name> LEP <year> land use tables

			pens; Moorings; Open cut mining; Public administration buildings Registered clubs; Residential accommodation; Respite day care centres; Tourist and visitor accommodation; Wharf or boating facilities

NOTE:

- Copy this table for each proposed zone
- Title each table with the zone
- Insert additional rows as required

5. Pond-based aquaculture

Pond-based aquaculture		
Zone	Permitted with consent	Prohibited

NOTE:

- Insert additional rows as required

6. Tank-based aquaculture

Tank-based aquaculture		
Zone	Permitted with consent	Prohibited
R4 – High Density Residential		

NOTE:

- Only one table is required for the R4 zone

7. Local distribution premises

Local distribution premises		
Zone	Permitted with consent or prohibited	Justification

NOTE:

- Only one table is required
- Insert additional rows as required

Employment zones reform

Preliminary translation of <name> LEP <year> land use tables

8. Local provisions

Local Provisions			
Local provision clause ¹	DPIE recommendation	Council comment	Amended local provision (if applicable)

NOTE:

- Only one table is required
- Insert additional rows as required

9. Schedule 1 – Additional permitted uses

Schedule 1		
Site*	Schedule 1 provision ¹	Reason for removal

NOTE:

- Only one table is required
- Insert additional rows as required
- ¹ Repeat Schedule 1 provision in full including Lot and DP
- * Include Lot, DP, Name and any other unique identifiers

10. Other zone or land use matters to be considered

<Zone>	
Land use	Proposed change

NOTE:

- Copy this table for each proposed zone
- Insert additional rows as required

Employment zones reform

Preliminary translation of <name> LEP <year> land use tables

Employment zones reform translation – Return Translation Detail

Central Darling LEP 2012 E4 General Industrial

RETURN TRANSLATION DETAIL NOTE: PLEASE ENSURE THAT THE TITLE PAGE AND HEADER IS UPDATED WITH THE LEP'S NAME AND YEAR.

11. Confirmation of zone selection

<i>E4 General Industrial</i>		
Confirm zone is correct Y/N	Entire zone not appropriate or Specific zone incorrectly applied to an area	Council comment
y	E4 General Industrial	Correct

NOTE:

- Copy this table for each proposed zone
- Title each table with the zone

12. Local zone objectives

<i>E4 General Industrial</i>			
Local objective ¹	DPIE recommendation (retain delete or amend)	Council comment	Amended or new local objective (where applicable)
E4 General Industrial	<ul style="list-style-type: none"> • To provide a range of industrial, warehouse, logistics and related land uses. • To ensure the efficient and viable use of land for industrial uses. • To minimise any adverse effect of industry on other land uses. • To encourage employment opportunities. • To enable limited non-industrial land uses that provide facilities and services to meet the needs of businesses and workers. 	<p>This is to include rural agricultural / food manufacturing in a small scale in the industrial area of Wilcannia. This is to encourage more business opportunities for Wilcannia, as the local agricultural economy will benefit from rural industry being located within the town of Wilcannia, as opposed to elsewhere in NSW.</p>	<ul style="list-style-type: none"> • To provide a range of rural industry uses and industrial uses that serve the needs of rural community and the people who live, work or visit the area.

Employment zones reform



Preliminary translation of <name> LEP <year> land use tables

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NOTE:

- Copy this table for each proposed zone
- Insert additional rows as required
- Title each table with the zone objectives it addresses

13. Permitted with or without consent

<i>< E4 General Industrial</i>		
Land uses	Permitted without consent	Permitted with consent
E4 General Industrial	Environmental protection works; Roads; Water reticulation systems	Building identification signs; Business identification signs; Depots; Freight transport facilities; Funeral homes; Garden centres; General industries; Goods repair and reuse premises; Hardware and building supplies; Heliports; Industrial retail outlets; Industrial training facilities; Kiosks; Landscaping material supplies; Light industries; Local distribution premises; Neighbourhood shops; Oyster aquaculture; Rural supplies; Take away food and drink premises; Tank-based aquaculture; Timber yards; Vehicle sales or hire premises; Warehouse or distribution centres; Any other development not specified in item 2 or 4
E4 General Industrial		Agriculture;; Commercial premises Farm buildings;

NOTE:

- Copy this table for each proposed zone
- Title each table with the zone

14. Other land uses

<i>E4 General Industrial</i>			
Land use	Permitted without consent	Permitted with consent	Prohibited
E4 General Industrial			Agriculture; Air transport facilities; Airstrips; Amusement centres;

Employment zones reform



Preliminary translation of <name> LEP <year> land use tables

			<p>Camping grounds; Caravan parks; Cemeteries; Centre-based child care facilities; Commercial premises; Eco-tourist facilities; Educational establishments; Entertainment facilities; Exhibition homes; Exhibition villages; Farm buildings; Forestry; Function centres; Health services facilities; Home businesses; Home occupations; Home occupations (sex services); Home-based child care; Information and education facilities; Marinas; Mooring pens; Moorings; Open cut mining; Public administration buildings Registered clubs; Residential accommodation; Respite day care centres; Tourist and visitor accommodation; Wharf or boating facilities</p>

NOTE:

- Copy this table for each proposed zone
- Title each table with the zone
- Insert additional rows as required

15. Pond-based aquaculture

Pond-based aquaculture		
Zone	Permitted with consent	Prohibited

NOTE:

- Insert additional rows as required

16. Tank-based aquaculture

Tank-based aquaculture		
Zone	Permitted with consent	Prohibited

Employment zones reform



Preliminary translation of <name> LEP <year> land use tables

R4 – High Density Residential		
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NOTE:

- Only one table is required for the R4 zone

17. Local distribution premises

Local distribution premises		
Zone	Permitted with consent or prohibited	Justification

NOTE:

- Only one table is required
- Insert additional rows as required

18. Local provisions

Local Provisions			
Local provision clause ¹	DPIE recommendation	Council comment	Amended local provision (if applicable)

NOTE:

- Only one table is required
- Insert additional rows as required

19. Schedule 1 – Additional permitted uses

Schedule 1		
Site*	Schedule 1 provision ¹	Reason for removal

NOTE:

- Only one table is required
- Insert additional rows as required
- ¹ Repeat Schedule 1 provision in full including Lot and DP
- * Include Lot, DP, Name and any other unique identifiers

20. Other zone or land use matters to be considered

<Zone>

Employment zones reform

Preliminary translation of <name> LEP <year> land use tables



Land use	Proposed change

NOTE:

- Copy this table for each proposed zone
- Insert additional rows as required

Employment zones reform

Preliminary translation of <name> LEP <year> land use tables



Employment zones reform translation – Return Translation Detail

Central Darling LEP 2012 E1 Local Centre

21. Confirmation of zone selection

Zone E1 Local Centre		
Confirm zone is correct Y/N	Entire zone not appropriate or Specific zone incorrectly applied to an area	Council comment
y	Zone E1 Local Centre	Correct

NOTE:

- Copy this table for each proposed zone
- Title each table with the zone

Employment zones reform



Preliminary translation of <name> LEP <year> land use tables

22. Local zone objectives

Zone E1 Local Centre			
Local objective ¹	DPIE recommendation (retain delete or amend)	Council comment	Amended or new local objective (where applicable)
<ul style="list-style-type: none"> To provide a range of rural industry uses and industrial uses that serve the needs of rural community and the people who live, work or visit the area. 	<ul style="list-style-type: none"> To provide a range of retail, business and community uses that serve the needs of people who live, work or visit the area. To encourage investment in local commercial development that generates employment opportunities and economic growth. To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area. To encourage business, retail, community and other non-residential land uses on the ground floor of buildings. To encourage infrastructure that supports the viability of business centre precincts. [retain] To enable business development to occur while retaining the existing character of the local centre. [retain] 	<ul style="list-style-type: none"> To provide a range of rural industry uses and industrial uses that serve the needs of rural community and the people who live, work or visit the area. <p>This is to include rural agricultural / food manufacturing in a small scale in some of the larger industrial style and size buildings on the edge of the local centre area. This is to encourage more business opportunities for Wilcannia.</p> <p>The inclusion of motor vehicle repair is to utilise existing premises that were previously used for this purpose. This is to provide a required service for the town of Wilcannia.</p>	<ul style="list-style-type: none"> To provide a range of rural industry uses and industrial uses that serve the needs of rural community and the people who live, work or visit the area.

NOTE:

- Copy this table for each proposed zone
- Insert additional rows as required
- Title each table with the zone objectives it addresses

Employment zones reform

Preliminary translation of <name> LEP <year> land use tables



23. Permitted with or without consent

Zone E1 Local Centre		
Land uses	Permitted without consent	Permitted with consent
Zone E1 Local Centre	<p>Environmental protection works; Home-based child care; Roads; Water reticulation systems</p>	<p>Amusement centres; Boarding houses; Building identification signs; Business identification signs; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Home businesses; Home industries; Home occupations; Hotel or motel accommodation; Information and education facilities; Light industries; Local distribution premises; Medical centres; Oyster aquaculture; Passenger transport facilities; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Registered clubs; Respite day care centres; Restricted premises; Service stations; Shop top housing; Tank-based aquaculture; Veterinary hospitals; Any other development not specified in item 2 or 4</p>
Zone E1 Local Centre		<p>Animal boarding or training establishments, Rural industries, Vehicle body repair workshops; Wharf or boating facilities</p>

NOTE:

- Copy this table for each proposed zone
- Title each table with the zone

Employment zones reform



Preliminary translation of <name> LEP <year> land use tables

24. Other land uses

Zone E1 Local Centre			
Land use	Permitted without consent	Permitted with consent	Prohibited
Zone E1 Local Centre			<p>Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Biosolids treatment facilities; Boat building and repair facilities; Camping grounds; Cemeteries; Correctional centres; Crematoria; Eco-tourist facilities</p> <p>; Electricity generating works; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Forestry; Freight transport facilities; Heavy industrial storage establishments; Highway service centres; Industries; Marinas; Mooring pens; Moorings; Open cut mining; Recreation facilities (major); Resource recovery facilities; Rural industries; Rural workers' dwellings; Sewage treatment plants; Vehicle body repair workshops; Waste disposal facilities; Water treatment facilities; Wharf or boating facilities</p>

NOTE: Central Darling Shire Council needs to encourage a wider range of business and uses that will provide services that Wilcannia needs to function in far west NSW.

- Copy this table for each proposed zone
- Title each table with the zone
- Insert additional rows as required

Employment zones reform



Preliminary translation of <name> LEP <year> land use tables

25. Pond-based aquaculture

Pond-based aquaculture		
Zone	Permitted with consent	Prohibited

NOTE:

- Insert additional rows as required

26. Tank-based aquaculture

Tank-based aquaculture		
Zone	Permitted with consent	Prohibited

NOTE:

27. Local distribution premises

Local distribution premises		
Zone	Permitted with consent or prohibited	Justification

NOTE:

- Only one table is required
- Insert additional rows as required

28. Local provisions

Local Provisions			
Local provision clause ¹	DPIE recommendation	Council comment	Amended local provision (if applicable)

NOTE:

- Only one table is required
- Insert additional rows as required

29. Schedule 1 – Additional permitted uses

Schedule 1		
Site*	Schedule 1 provision ¹	Reason for removal

Employment zones reform



Preliminary translation of <name> LEP <year> land use tables

NOTE:

- Only one table is required
- Insert additional rows as required
- ¹ Repeat Schedule 1 provision in full including Lot and DP
- * Include Lot, DP, Name and any other unique identifiers

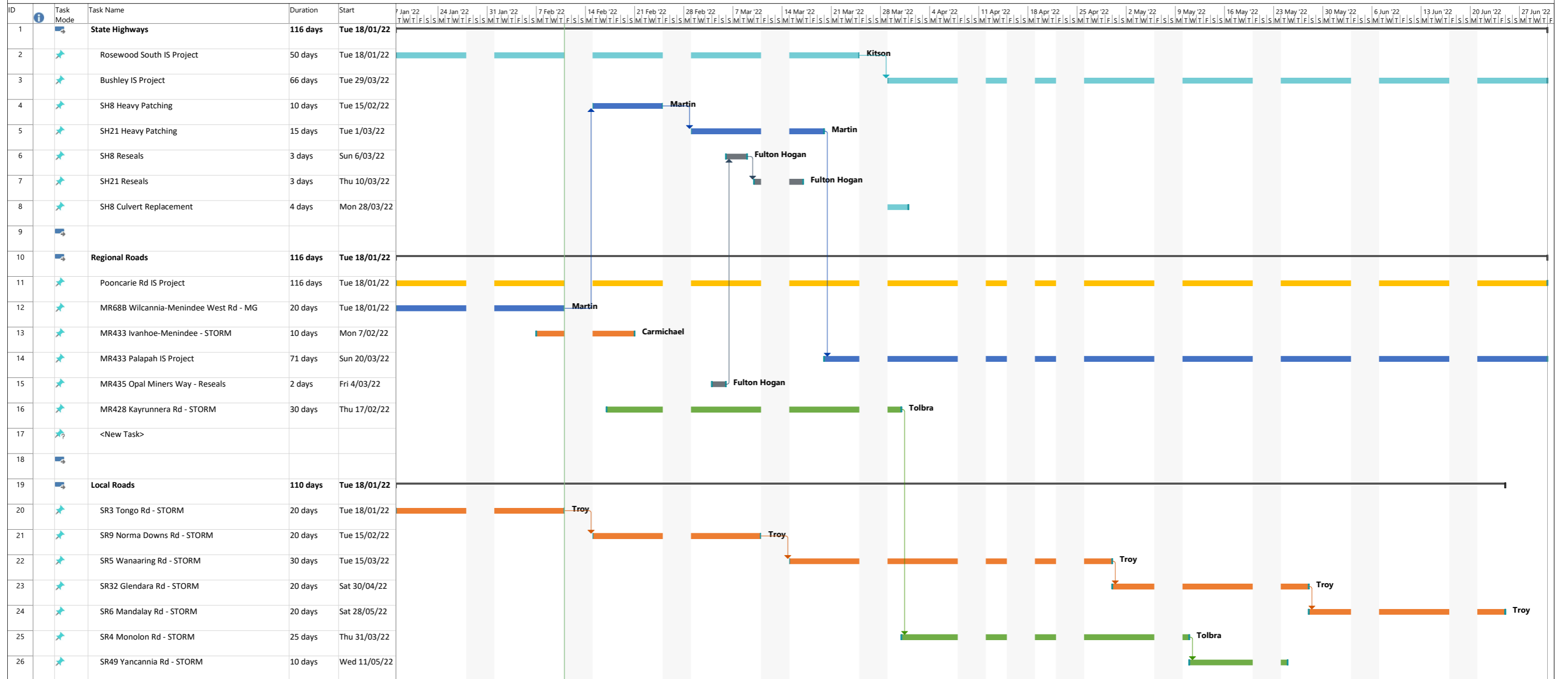
30. Other zone or land use matters to be considered

<Zone>	
Land use	Proposed change

NOTE:

- Copy this table for each proposed zone
- Insert additional rows as required

Works Program February 2022



Project: Works Program Feb 2022 Date: Fri 11/02/22

Task Split	Milestone	Summary	Project Summary	Inactive Task	Inactive Milestone	Inactive Summary	Duration-only	Manual Task	Manual Summary Rollup	Manual Summary	Start-only	Finish-only	External Tasks	External Milestone	Deadline	Progress	Manual Progress
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Resolution Tracker

Meeting Month	Meeting Date	Section	Item Number	Item Header	Resolution Number	Resolution	Responsible Officer	Action Items
October	28/10/2020	FINANCIAL REPORTS	7.5	ESTABLISHMENT OF A FINANCIAL RESERVE FRAMEWORK AND ADOPTION OF A FINANCIAL RESERVE MANAGEMENT POLICY	08-10-20	Receive and note the report. Adopt the Financial Reserve Management Policy. Includes the consideration of Financial Reserves in the preparation of the 2021/2031 Long Term Financial Plan. Include the Management of Financial Reserves in the Quarterly Budget Review Procedures and Reports. Include the reporting of Financial Reserve Balances within the Annual Financial Statements. The General Manager present a draft Investment Policy, based on the Investment Guidelines of the Office of Local Government to go on exhibition for public comment and ultimate adoption by council.	General Manager, Administrator, Finance Manager	Adopt the Financial Reserve Management Policy. Includes the consideration of Financial Reserves in the preparation of the 2021/2031 Long Term Financial Plan. Include the Management of Financial Reserves in the Quarterly Budget Review Procedures and Reports. Include the reporting of Financial Reserve Balances within the Annual Financial Statements. The General Manager present a draft Investment Policy, based on the Investment Guidelines of the Office of Local Government to go on exhibition for public comment and ultimate adoption by council.
December	15/12/2020	SHIRE SERVICES	10.6	IVANHOE WASTE COLLECTION	13.12.20	Receive the report Consult with the Ivanhoe Community about the possibility of reducing waste collection services to 1 day per week and write to all commercial properties Report back to Council following the community consultation period with findings	Director Shire Services	Consult with the Ivanhoe Community about the possibility of reducing waste collection services to 1 day per week and write to all commercial properties Report back to Council following the community consultation period with findings

February	24/02/2021	GOVERNANCE REPORTS	7.4	PHOTO COMPETITION – MY SHIRE IN MY EYES	11.02.21	<p>Receive the report and Approve the use of a photo competition to be known as <i>My Shire In My Eyes</i>. Allocate no more than \$400 prize money to be distributed between first, second and third in both an adult and junior section, as suggested in the report, with discretion to allocate further prizes within the prizemoney amount. The selection panel for prizes consists of the Community Engagement Officer, the General Manager (or his delegate) and an independent person to be determined. Photographs must be taken by the entrant but can be of any subject and taken at any time in the past 12 months. All entries – whether or not, they receive prizes – become the property of Central Darling Shire Council but will be watermarked with the name and town of the entrant acknowledging their</p>	Community Engagement Officer	<p>Allocate no more than \$400 prize money to be distributed between first, second and third in both an adult and junior section, as suggested in the report, with discretion to allocate further prizes within the prizemoney amount. The selection panel for prizes consists of the Community Engagement Officer, the General Manager (or his delegate) and an independent person to be determined.</p>
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June	23/06/2021	SHIRE SERVICES REPORT	10.3	ELECTRONIC ROAD SIGNS	14-06-2021	<p>1. Receive and note the report.</p> <p>2. Council pursues additional funds to finance the upgrade of inferior existing sign communication software, hardware, and provider protocols.</p> <p>3. Council pursues further supplementary funding to complete electronic signage on all roads within the Shire prone to adverse weather closures.</p> <p>4. Council pursues funding for the purpose of installing cameras at sign locations.</p> <p>5. Council reinforces its Policies and Legal Obligations for the purpose of applying penalties for vehicles driving on closed roads.</p> <p>6. Council to write to the Minister of Roads, the Honourable Paul Toole MP seeking a driver</p>	General Manager, Finance Manager, Finance Officer, Director Shire Services
June	23/06/2021	SHIRE SERVICES REPORT	10.5	ROADS AND AERODROMES REPORT	16-06-2021	<p>1. Receive and note the report.</p> <p>2. Request a report of the costings on Budgets for RMS works.</p>	Finance Manager, Deputy Director Shire Services, Director Shire Services
July	28/07/2021	CORPORATE SERVICES REPORTS	9.1	PARTNERSHIP AGREEMENT - SERVICENSW FOR BUSINESS	10-07-2021	<p>Council delegates authority to the General Manager to enter into an agreement with ServiceNSW; and Any necessary documents be authorised for execution under the Common Seal of Council if required.</p>	General Manager

July	28/07/2021	SHIRE SERVICES REPORT	10.1	MENINDEE RESIDENTIAL DWELLING PROJECT	11-07-2021	Receive and note that the information and options for the Council owned community land at Lot 1 DP1064220 at 31-41 Darling Street Menindee. Resolve that the planning proposal process commence for the reclassification of the community land to operational land with an amendment to the <i>Central Darling Local Environmental Plan 2012</i> . Resolve that Council commence discussions with New South Wales Housing and New South Wales Aboriginal Housing regarding the disposal of the six (6) residential dwelling units. Council commences discussions with the Office of Local Government in relation to the proposed process.	Senior Planner, EHO, Director Shire Services, General Manager
July	28/07/2021	SHIRE SERVICES REPORT	10.3	PLANNING PROPOSAL FOR THE RECLASSIFICATION OF LAND AT 44 REID STREET WILCANNIA - LOT 1, S13, DP759091 - BAAKA CULTURAL CENTRE	13-07-2021	Resolve that Council commence the preparation of a planning proposal to reclassify the community land at Lot 1, S13, DP759091 – 44 Reid Street Wilcannia, to be reclassified as Operational Land. Resolve to inform the Department of Planning, Industry and Environment of the intention to prepare the planning proposal to reclassify the land from community land to operational land at Lot 1, S13, DP 759091 – 44 Reid Street, Wilcannia.	Senior Planner, EHO, Director Shire Services, General Manager

July	28/07/2021	SHIRE SERVICES REPORTS	10.4	PLANNING PROPOSAL TO RECLASSIFY LAND	14-07-2021	Resolved that the report Planning Proposal to Reclassify Land at Bonney Street, Wilcannia be deferred for a further report due to the Department not being able to finalise the opinion and it is still with the Parliamentary Counsel due to the COVID lockdown.	Senior Planner, EHO
July	28/07/2021	SHIRE SERVICES REPORTS	10.5	DRAFT ASSEST MANAGEMENT PLANS AND STRATEGY	15-07-2021	Receive the reportSeek community feedback via Public Exhibition for a period of 28 days.Report back to Council following consultation period with findings.The General Manager to convene a workshop with the Administrator and staff to review the implications of the Asset Manager Plans. The workshop is to take place once the COVID restrictions have been ceased.	General Manager, Director Shire Services, Community Engagement Officer
July	28/07/2021	SHIRE SERVICES REPORT	10.6	REGIONAL ROADS REPAIR PROGRAM 2021/22	16-07-2021	Receive and note the reportCouncil to write to Transport NSW requesting a change of location of works on MR433 – Ivanhoe, Menindee Road.To allocate \$575,000 of the capital roads funding from the Regional Roadblock Grant to reconstruct and seal 3km of road, 36.5km to 39.5km from Ivanhoe towards Menindee.Update the budget accordingly in the first Quarterly Business Report (QBR).	General Manager, Director Shire Services, Finance Manager

July	28/07/2021	SHIRE SERVICES REPORTS	10.8	POONCARIE ROAD - PROGRESS REPORT	18-07-2021	Receive and note the report for Pooncarie Road Initial Seal Construction. Further reports to be brought forward to Council on dealing with the construction on a bi-monthly basis by the Project Engineer. The General Manager to provide a more in-depth report to Council in relation to the future funding and costings of the project.	General Manager, Director Shire Services, Project Engineer,
July	28/07/2021	CONFIDENTIAL MATTERS	12.1	BITUMEN SPRAY SEAL CONTRACT	23-07-2021	Select the open tender method in accordance with <i>Regulation 166(a)</i> of the <i>Local Government (General) Regulation 2005</i> ; and Invite open tenders for the supply of service and materials necessary for the bituminous spray sealing of pavements, in accordance with <i>Regulation 167</i> of the <i>Local Government (General) Regulation 2005</i> ; and Write to Downer EDI to advise that their request for extension of the contract has been denied and Council is proceeding to open tender. Council has delegated authority to the General Manager to sign any contract agreements through the Regional Procurement Group.	General Manager, Director Shire Services

August	25/08/2021	FINANCIAL REPORTS	7.2	SMART METERS, METER READINGS AND BILLING UPDATE	05-08-2021	<p>Due to the current COVID outbreak in Wilcannia, there will not be any meter readings of the non-smart water meters. There are only about 28 meters that aren't smart meters. Historically they do not record usage. The Director of Shire Services has also indicated the Meter Readings for Menindee and Ivanhoe will still go ahead at this point. All meter readings will be on schedule for the readings and billing.</p> <p>ResolvedReceive and note the report.Receive the next quarterly reports on water meter reading, billing and collections at the Ordinary Council Meeting scheduled for 27 October 2021.A Policy and Procedure be bought forward for Water Meter Restrictions.</p>	Acting Rates Officer, Finance Manager, Director Shire Services, Director Business Services	
August	25/08/2021	GOVERNANCE REPORTS	8.1	MEDIA RELATIONS POLICY	09-08-2021	<p>Receive and note the report.Place the Media Relations Policy on Public Exhibition for a period of no less than 28 days and a further report be presented to Council.</p>	Community Engagement Officer, General Manager	
August	25/08/2021	CORPORATE SERVICES REPORT	9.1	ITC SECURITY STATUS REPORT	13-08-2021	<p>Receive and note the report.Endorse the ITC Security Status Report.</p>	Director Business Services	

September	22/09/2021	FINANCIAL REPORTS	7.3	ADOPTION OF DRAFT FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 30 JUNE 2021 ADOPTION OF DRAFT FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 30 JUNE 2021	05-09-21	<p>1. In relation to the Financial Statements and in accordance with <i>Section 413 (2) (c) of the Local Government Act 1993 (as amended)</i>:</p> <p>Council resolved that, in its opinion, the Draft General-Purpose Financial Statements and the Draft Special Purpose Financial Statements for the year ended 30 June 2021 and Draft Special Schedules are properly drawn up in accordance with the provisions of the <i>Local Government Act 1993, (as amended)</i> and the <i>Regulations</i> thereunder. The Financial Statement be approved by the Mayor (Administrator), the General Manager and the Responsible Accounting Officer.</p> <p>2. The Financial Statement be referred to Council's Auditor for auditing.</p> <p>3. The Audited Financial Statement be forwarded to the</p>	Finance Manager, Director Business Services, General Manager
September	22/09/2021	FINANCIAL REPORTS	7.4	OFFICE OF LOCAL GOVERNMENT GUIDELINES – CREDIT CARD POLICY	06-09-21	Receive and note the report. Develop a new Credit Card Policy, to be tabled at Council's October 2021 meeting.	Finance Manager, Director Business Services
September	22/09/2021	SHIRE SERVICES REPORTS	10.1	POONCARIE ROAD – PROGRESS REPORT	15-09-21	Receive and note the report for Pooncarie Road Initial Seal Construction. The General Manager is to discuss with the Project Manager in relation to the over expenditure on the project which will be provided in a report.	General Manager, Project Engineer

September	22/09/2021	SHIRE SERVICES REPORT	10.2	SERVICES UPDATE	16-09-21	Receive and note the report.Council is to look into the promotion of the Stronger Communities Funding Grounds investment for the Community Infrastructure in making the Shire more liveable.	General Manager, Director Business Services, Director Shire Services	
September	22/09/2021	CONFIDENTIAL MATTERS	12.1	SALE OF BONNEY STREET LAND TO MAARI MA ABORIGINAL HEALTH CORPORATION	19-09-21	Receive and note the report.Vary the Disposal of Assets Policy to facilitate the sale of Lots 2-4 DP 1201089 and Lot 111 DP 10201028, Bonney Street Wilcannia to Maari Ma Aboriginal Health Corporation.Authorise the General Manager to finalise the terms of sale for Lots 2-4 DP 1201089 and Lot 111 DP 10201028, Bonney Street Wilcannia to Maari Ma Aboriginal Health Corporation for not less than the independent market valuation as provided in the Attachment from the Business Paper.Authorise the fixation of the Common Seal to all necessary documentation associated with the Sale of Land.	General Manager	
October	27/10/2021	FINANCIAL REPORTS	7.1	OUTSTANDING RATES AND CHARGES UPDATE	03-10-21	Receive and note the report.Receive a further report at the Ordinary Council meeting in February 2022 on the progress of efforts to reduce outstanding Rates and Charges.The General Manager is to forward the report to the OLG Consultants for review.	Acting Rates Officer, Finance Officer (Revenue), General Manager	

October	27/10/2021	FINANCIAL REPORTS	7.2	SMART WATER METERS, METER READING AND BILLING UPDATE	04-10-21	Receive and note the report.Receive the next Quarterly report on water meter reading, billing and collection at the Ordinary Meeting of Council scheduled for 23 February 2022.	Acting Rates Officer, Finance Officer (Revenue), Director Shire Services	
October	27/10/2021	GOVERNANCE REPORTS	8.2	MENINDEE NATIVE FISH HATCHERY SCOPING STUDY REPORT	09-10-21	Receive and note the report.The Menindee Native Fish Scoping Report be put on the Council website for public display.The General Manager issue a press release on the current stages of the project.	Community Engagement Officer, General Manager	
October	27/10/2021	GOVERNANCE REPORTS	8.3	AGENCY INFORMATION GUIDE	10-10-21	Receive and note the report.Adopt the Agency Information Guide and place it on the Council's website.	Community Engagement Officer	
October	27/10/2021	GOVERNANCE REPORTS	8.4	MEDIA RELATIONS POLICY	11-10-21	Receive and note the report.Adopt the Media Relations Policy and place the Policy on the Council's Policy Register and on the Council's Website.	Community Engagement Officer	
October	27/10/2021	SHIRE SERVICES REPORTS	10.1	ADDITIONAL FEES AND CHARGES TO BE ADDED TO THE CENTRAL DARLING SHIRE COUNCIL OPERATIONAL PLAN	15-10-21	Receive and note the report.The additional fees and charges be placed on public exhibition for a minimum of 18 days.At the close of the exhibition period, a report is to be prepared for Council to consider any submissions that were received.	Senior Planner, Director Shire Services, Community Engagement Officer	

October	27/10/2021	SHIRE SERVICES REPORTS	10.2	STREETSCAPE IMPROVEMENT PLANS	16-10-21	Receive and note the report.Proceed with Community Consultation on the aspects of the plans for each town centre with a report back to Council on the Community comments and responses. Council notes that the cost constrains associated with specific aspects of the streetscape improvements and utilise this as leverage to pursue future grants for this purpose.	Director Shire Services, Community Engagement Officer, General Manager
October	27/10/2021	CONFIDENTIAL MATTERS	12.1	COUNCIL HOUSING OPTIONS FOR MENINDEE AND IVANHOE	20-10-21	Receive and note the report.Delegate authority to the General Manager to negotiate the purchase price of a property located at Sunset Strip.Delegate authority to the General Manager to sign any legal documentation associated with the purchase of the property.Supply and install a demountable 2-bedroom, 4.5m x 13.5m residence at Ivanhoe across from the Works Depot.	General Manager, Director Shire Services
November	24/11/2021	FINANCIAL REPORTS	7.2	PRESENTATION OF THE 2020/21 ANNUAL FINANCIAL STATEMENTS PRESENTATION OF THE 2020/21 ANNUAL FINANCIAL STATEMENTS	04-11-21	Receive and note the report.Adopt the 2020/21 Annual Financial Statements and Audit Reports.Present the reports to the public, in accordance with Section 418 and 419 of the <i>Local Government Act</i> .	Finance Manager, Director Business Services, Community Engagement Officer
November	24/11/2021	FINANCIAL REPORTS	7.5	FINANCIAL PERFORMANCE REPORT - OCTOBER 2021	07-11-21	Receive and note the report.New Grants are to be listed in the Body of the Report for future.	Finance Manager, Director Business Services, Finance Officer

November	24/11/2021	GOVERNANCE REPORTS	8.1	ANNUAL REPORT	08-11-21	Receive and note the report. Endorse the Annual Report 2020/2021 to be displayed and notified as required under S428 of the <i>Local Government Act 1993</i> .	General Manager, Community Engagement Officer
November	24/11/2021	GOVERNANCE REPORTS	8.2	SURRENDER OF LAND AT TILPA	09-11-21	Receive and note the report. Purchase Lot 2 DP 181903 at Tilpa. Pay the outstanding Rates and Charges on Lot 1 DP 181903 and Lot 2 DP 181903 at Tilpa of \$937.72 on 31 October 2021 plus interest to date of transfer of Lot 2 DP 181903. Pay the conveyancing costs associated with the purchase of Lot 2 DP 181903. Require the current owners of Lot 2 DP 181903 to pay their own conveyancing costs as vendors. Authorise the General Manager to execute all necessary documents in order to fulfil acceptance of the offer and facilitate the transfer of land. Council is to classify Lot 1 DP 18193 and Lot 2 DP 181903 as community land. Authorise the fixation of the council seal to all necessary documents.	General Manager, Acting Rates Officer, Finance Officer (Revenue)
November	24/11/2021	CONFIDENTIAL MATTERS	12.1	PROVISION OF BITUMEN SPRAY SEALING SERVICES	20-11-21	Receive and note the report. Resolve that the best fit for purpose tenderer(s) be awarded as per the report. Resolve that a provision be allowed for a 12-month extension based on satisfactory supplier performance.	Director Shire Services

November	24/11/2021	CONFIDENTIAL MATTERS	12.2	TABLED REPORT – DRAFT SAMPLE VOLUNTARY PLANNING AGREEMENT FOR INFRASTRUCTURE WORKS ASSOCIATED WITH THE PROPOSED MAARI MA COMMUNITY HEALTH FACILITY AT BONNEY STREET WILCANNIA	21-11-21	Receive and note that the draft voluntary planning agreement between the Maari Ma Health Aboriginal Corporation and Central Darling Shire Council to carry out infrastructure works on Bonney Street Wilcannia, to service the proposed Community health facility to be located on Lots 2,3, and 4 DP 1201089, and lot 111 DP 1201028, Bonney Street Wilcannia. Endorse the exhibition of the draft Voluntary Planning Agreement concurrently with the develop application for the new Community Health Facility. Delegate authority to the General Manager to negotiate and sign the agreed Voluntary Planning Agreement.	General Manager, Senior Planner
December	15/12/2021	GOVERNANCE REPORTS	8.2	MODEL CODE OF MEETING PRACTICE	08-12-21	<ol style="list-style-type: none"> 1. Receive and note the report. 2. Council to adopt the amendment to the Code of Meeting Practice. 3. Council is to place the Code of Meeting Practice on Public Exhibition for a minimum period of 28 days. 4. Once the Public Exhibition has ended, a report is to be prepared and provided to Council for adoption in accordance with the Guidelines within the Code. 	General Manager, Executive Assistant, Community Engagement Officer

December	15/12/2021	GOVERNANCE REPORTS	8.3	MORRIS & PIPER – SUPPORT FOR GRANT APPLICATION WRITING AND REPORTING	09-12-21	<ol style="list-style-type: none"> 1. Receive and note the report. 2. Acknowledge the engagement of Morris & Piper Advisory in accordance with the Local Government Act 1993 – Section 55 (3) services being sought are of such a specialised nature. 3. Endorse the General Manager to engage Morris & Piper Advisory for Grant Application Writing and Reporting for an overall cost of \$46,800.00 	General Manager
December	15/12/2021	SHIRE SERVICES REPORTS	10.1	ADDITIONAL FEES AND CHARGES TO BE ADDED TO THE CENTRAL DARLING SHIRE COUNCIL OPERATIONAL PLAN	13-12-21	<ol style="list-style-type: none"> 1. Receive and note the report. 2. The additional fees and charges were publicly exhibited for a minimum of 28 days and there were no submissions received on the additional fees and charges. 3. Endorse and adopt the additional fees and charges list as an appendix to the Central Darling Shire Council Operational Plan 2021-2022. 	Senior Planner, Director Shire Services, Community Engagement Officer

December	15/12/2021	SHIRE SERVICE REPORTS	10.2	COUNCIL PROCEDURE FOR THE REVIEW AND DETERMINATION OF PROPOSED DEVELOPMENT UNDER PART 5 OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979 AND THE REVIEW OF ENVIRONMENTAL FACTORS	14-12-21	<p>1. Note the statutory requirements under development determined under Part 5 of the Environmental Planning Assessment Act 1979.</p> <p>2. Endorse the Council procedure to review and determine proposed Part 5 developmental proposals classified as "Development permitted without consent".</p>	Senior Planner
December	15/12/2021	CONFIDENTIAL MATTERS	12.1	COMMUNITY SERVICES AWARDS 2021	19-12-21	<p>1. Receive and note the report.</p> <p>2. Keep the contents of the report confidential until 25 January 2022.</p> <p>3. Prepare a media release which will be embargoes until 25 January 2022.</p> <p>4. A list of the recipients for the Awards were provided in the report.</p> <p>5. Formally thank all nominators.</p> <p>6. Present a Certificate of Recognition to the unsuccessful nominees.</p>	Community Engagement Officer, General Manager

December	15/12/2021	CONFIDENTIAL MATTERS	12.2	GENERAL MANAGER – RENEWAL OF EMPLOYMENT CONTRACT	20-12-21	<ol style="list-style-type: none"> 1. Receive and note the report. 2. That the General Manager be offered a renewal of contract of employment from the 14 May 2022 for a period of 5 years. 3. The contract package be valued at \$225,073 per annum. 4. 3 Weeks of Special Leave be granted for the effort and work put in during the COVID outbreak in the Shire. 5. The LGNSW Management Solutions to be engaged to prepare the new contract. 	Administrator, General Manager	
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