

**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 Mode 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.



R. K. Hewart

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ADMINISTRATOR