

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE
COUNCIL CHAMBERS, 21 REID STREET, WILCANNIA
ON WEDNESDAY, 23RD FEBRUARY 2022**

PRESENT: Administrator, Bob Stewart - Chairperson
General Manager, Greg Hill
Director Business Services, Gordon Seeto
Director Shire Services, Reece Wilson
Finance Manager, Kevin Smith – Via Video
Finance Officer, Gemma Dillon
Finance Officer (Revenue), Gokul Chandran
Senior Planner, Glenda Dunn
Human Resource Officer, Evelyn Pollard
Community Engagement Officer, Jennie Geerdink – Via Video
Executive Assistant, Jamie Parsons – Minute Taker – Via Video

1. OPENING OF MEETING

The meeting was declared open at 9 am.

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.

Recommendation:

NIL Disclosures of Interest – Pecuniary and Non–Pecuniary were received and nothing additional is needing to be noted.

5. CONFIRMATION OF MINUTES

5.1 ORDINARY MEETING – 15 DECEMBER 2021

Resolved

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

Minute Number: 01-02-22

6. NOTICE OF MOTION

6.1 NOTICE OF MOTION

Resolved

1. That a report is presented from the Shire Services Department at the next scheduled Ordinary Meeting of Council on Wednesday 23rd of May 2022 on the unsealed road maintenance practices, especially why there is a lack of formation in the road pavement and what measures may be undertaken to drain water off the pavement.

Minute Number: 02-02-22

7. MAYORAL (ADMINISTRATOR) MINUTE(S)

7.1 ADMINISTRATORS REPORT

Resolved

1. Receive and note the report.

Minute Number: 03-02-22

7.2 TABLED REPORT – FEDERAL ELECTION 2022

The Administrator tabled a report in relation to the Federal Election in 2022 which will be appended to the completed Business Paper for additional information.

Resolved

1. Council supports the national funding priorities of the Australian Local Government Association (ALGA), which will 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 advocacy for their endorsed national funding priorities by writing to the local Federal Member(s) of Parliament, all know 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 the priority of local projects and programs that could be progressed with the additional financial assistance, and
 - c. seek funding commitments from the members, candidates, and their parties for these identified local projects and programs.

Minute Number: 04-02-22

After the Administrator presented the Mayoral Minutes, he presented a Community Service Award to Ms. Sarah Donnelly at 9.06 am and informed Ms. Donnelly that the Council was currently recording the Ordinary Council Meeting and she will be appearing on the video that is posted online. The Administrator reopened to Council to business at 9.08 am.

8. FINANCIAL REPORTS

8.1 COUNCIL 2021-2022 CURRENT GRANTS REGISTER

Resolved

1. Receive and adopt the report.

Minute Number: 05-02-22

8.2 CASH AND INVESTMENTS – JANUARY 2022

Resolved

1. Receive and note the report.
2. A report be bought forward on the establishment of waste management reserve given the monthly saving.

Minute Number: 06-02-22

8.3 FINANCIAL PERFORMANCE REPORT – JANUARY 2022

The Council was informed that an updated report has been provided and was tabled.

Resolved

1. Receive and note the report.
2. The updated report to be appended to the minutes.

Minute Number: 07-02-22

8.4 QUARTERLY BUDGET REVIEW AS OF 31 DECEMBER 2021

Resolved

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 the projected capital works budgeted expenditure is reduced for 2021/22 to \$18,277,000. A reduction of \$2,679,000.

Minute Number: 08-02-22

8.5 OUTSTANDING RATES AND CHARGES UPDATE

Resolved

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 provided to Council to consider any submissions that were received.

Question(s) that have been put on notice:

1. On page 22 of the Business Paper under Notice/Debt Type, The Administrator asked how the break up of Rates, Rates & Water, and Water under the table have been arranged?

Minute Number: 09-02-22

8.6 SMART WATER METERS, METER READING, AND BILLING UPDATE

Resolved

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.

Minute Number: 10-02-22

9. GOVERNANCE REPORTS

9.1 UNSEALED ROAD POLICY AND REPORTING PROCEDURE

Resolved

1. Receive and note the report.
2. Endorse 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 adoption/endorsement of the Policy and Procedure.
3. On the adoption/endorsement of the Unsealed Road – Wet Weather Policy and Procedure, an on-call roster is to be implemented for Road Condition reporting which will be referred to the General Manager.

Minute Number: 11-02-22

9.2 HUMAN RESOURCE MANAGEMENT ACTIVITIES

Resolved

1. Receive and note the report.
2. Endorse the increase in FTE for 2021/22 by 2.0 FTE to ensure business continuity.
3. A report be presented on the Organisational structure for Council consideration.

Minute Number: 12-02-22

9.3 COMMUNITY ENGAGEMENT UPDATE

Resolved

1. Receive and note the report.

Minute Number: 13-02-22

10. CORPORATE SERVICES REPORTS

10.1 ICT STRATEGIC PLAN – 3 YEAR UPDATE

Resolved

1. Receive and note the report.
2. Endorse the current project status update report.

Minute Number: 14-02-22

10.2 CDSC CONTINUOUS IMPROVEMENT PATHWAY (CIP) PROGRAM

Resolved

1. Receive and note the report.
2. Support Council's ongoing participation in the CIP Program.

Minute Number: 15-02-22

11. SHIRE SERVICES REPORTS

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

Resolved

1. Receive and note the report.
2. Delegate authority to the General Manager in consultation with the Planning Officer to negotiate new planning zones with DPIE on the best of outcomes for Wilcannia and the Shire as a whole.

Minute Number: 16-02-22

11.2 INFRASTRUCTURE CONTRIBUTION PLAN 2022

Resolved

1. Receive and note the information on the statutory required infrastructure contributions plan under the Environmental Planning and Assessment Act 1979, which commences 1 July 2022.
2. Council is to defer any action in preparing contributions plan until the 2022/23 budget year and that an allocation is listed for consideration in the 2022/23 budget year.

Minute Number: 17-02-22

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

Resolved

1. Endorse the forwarding of the Draft Plan of Management for the Crown Reserve lot 85567 – Union Bend Park, Wilcannia to Crown Loads, 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. Noted that the statutory requirement under the *Local Government Act 1993* and *Crown Land Management Act 2016* requires 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. Noted that the Plan of Management is required to be publicly exhibited/notified for a minimum of 28 to 42 days for public comment.

Minute Number: 18-02-22

11.4 ROADS AND AERODROMES REPORT

Resolved

1. Receive and note the report.
2. Requested for a monthly report to be prepared and to be included in the Business Paper around the updates of Pooncarie Road.

Minute Number: 19-02-22

11.5 WATER AND SEWER UPDATE

Resolved

1. Receive and note the report.

Minute Number: 20-02-22

11.6 SERVICES UPDATE

Resolved

1. Receive and note the report.

Minute Number: 21-02-22

Question(s) taken on Notice:

1. The negative figure on page 61 of the Business Paper – has this been adjusted in the QBR or will it concur in the next QBR?

11.7 ENVIRONMENTAL SERVICES UPDATE

Resolved

1. Receive and note the report.

Minute Number: 22-02-22

12. MINUTES OF COMMITTEE MEETINGS

NIL

13. CONFIDENTIAL MATTERS

NIL

14. RESOLUTION TRACKER

14.1 RESOLUTION TRACKER – OUTSTANDING RESOLUTIONS

That the Resolution Tracker of the Ordinary Council Meeting held on 15th December 2021 be received and noted. No amendments were recorded.

Minute Number: 23-02-22

15. MEETING CLOSE

There being no further business to discuss, the meeting was closed at 10.02 am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Central Darling Shire Council held on Wednesday, 23rd March 2022 at 9.00 am.



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ADMINISTRATOR

APPENDED REPORT

8.3 FINANCIAL PERFORMANCE REPORT JANUARY 2022

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 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	17,041	17,467	426	Favourable
Operating Expenditure	20,756	12,419	12,795	376	Unfavourable
Operating Result	16,267	4,672	4672	50	Favourable
Capital Grants	16,084	4,521	4,521	Nil	Nil
Operating Result Before Capital Items	183	101	151	50	Favourable

For the month of January 2022s, there are no significant variances to report, further details are provided in Attachment 1.

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

Attachment 1