

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD  
AT THE COUNCIL CHAMBERS, 21 REID STREET, WILCANNIA ON  
WEDNESDAY, 28 JULY 2021**

**PRESENT:** Administrator, Bob Stewart – Via video

**IN ATTENDANCE:** General Manager, Greg Hill  
Director Shire Services, Reece Wilson  
Director Business Services, Gordon Seeto  
Human Resource Officer, Evelyn Pollard – via video  
Senior Finance Officer, Kevin Smith – via video  
Finance Officer, Gemma Dillion  
Senior Planner, Glenda Dunn – via video  
Community Engagement Officer, Jennie Geerdink – via video  
Executive Assistance, Jamie Parsons – Minute Taker

**GALLERY ATTENDANCE:** Bill Elliott & Chris Elliott

**1. OPENING OF MEETING**

The meeting was declared open at 9.01am

**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.

**Recommendation:**

NIL Disclosures of Interest were presented;

The Administrator requested the General Manager introduce Mr Gordon Seeto the new Director of Business Services. Gordon Seeto.

Gordon provided a background into his career and stated that he saw the opportunity to improve services within CDSC and assist the community where possible.

**5. CONFIRMATION OF MINUTES**

**5.1 ORDINARY MEETING – 23 JUNE 2021 & EXTRAORDINARY MEETING – 2 JULY 2021**

**Resolved**

1. That the Minutes of the Ordinary Council Meeting held on 23 June 2021 be received and confirmed as an accurate record.
2. That the Minutes of the Extraordinary Council Meeting held on 2 July 2021 be received and confirmed as an accurate record.

**Minute Number: 01-07-2021**

## **5.2 BUSINESS ARISING**

NIL

## **6. MAYORAL (ADMINISTRATOR) MINUTE(S)**

### **6.1 ADMINISTRATORS REPORT**

**Resolved**

1. Receive and note the report.

**Minute Number: 02-07-2021**

## **7. FINANCIAL REPORTS**

### **7.1 CASH AND INVESTMENTS – JUNE 2021**

**Resolved**

1. Receive and note the report

**Minute Number: 03-07-2021**

### **7.2 COUNCIL 2020-2021 CURRENT GRANTS REGISTER**

**Resolved**

1. Receive and note the report

**Minute Number: 04-07-2021**

## **8. GOVERNANCE REPORTS**

### **8.1 EMPLOYEE HOUSING FRAMEWORK – JUNE 2021**

**Resolved**

1. Receive and note the report
2. Resolve to Endorse and adopt the Employee Housing Framework.
3. Resolve to endorse and adopt the following:
  - a. Remote Area Rental Salary Package Policy
  - b. Remote Area Rental Salary Package Procedure
  - c. Remote Area House Rental Agreement.
4. Prepare and manage procedure to ensure the Employee Housing Framework is adhered to and updated as required.

5. Prepare and annual staff housing maintenance and improvement plan and commit resources and a budge to ensure it meets its annual targets.

**Minute Number: 05-07-2021**

## **8.2 NRMA-LICENSE FOR CHARGING STATION FOR ELECTRIC VECHICLES AT WILCANNIA**

### **Resolved**

1. Receive and note the report for the NRMA Licencing Agreement for a Charging Station for Electric Vehicles at Wilcannia.

**Minute Number: 06-07-2021**

## **8.3 CEMETERY POLICY AND PROCEDURE RECORDS**

### **Resolved**

1. Receive and note the report
2. To endorse and place the Draft Cemetery Policy on Public Exhibition following today's meeting for a period of 28 days.

**Minute Number: 07-07-2021**

## **8.4 HUMAN RESOURCE MANAGEMENT ACTIVIES**

### **Resolved**

1. Receive and note the report

**Minute Number: 08-07-2021**

## **8.5 PUBLIC CONSULTATION FOR WORK, HEALTH AND SAFETY POLICY REVIEW**

### **Resolved**

1. Receive and note the report; and
2. Resolve to publicly exhibit the Work, Health and Safety Policy Review.

**Minute Number: 09-07-2021**

## **9. CORPORATE SERVICES REPORTS**

### **9.1 PARTNERSHIP AGREEMENT – SERVICENSW FOR BUSINESS**

#### **Resolved**

1. Council delegates authority to the General Manager to enter into an agreement with ServiceNSW; and

2. Any necessary documents be authorised for execution under the Common Seal of Council if required.

Comment was made by the General Manager that in the contract, there has been a change in clauses, however it won't affect the General Managers ability to sign the contract.

**Minute Number: 10-07-2021**

## **10. SHIRE SERVICES REPORTS**

### **10.1 MENINDEE RESIDENTIAL DWELLING PROJECT**

#### **Resolved**

1. Receive and note that the information and options for the Council owned community land at Lot 1 DP1064220 at 31-41 Darling Street Menindee.
2. Resolve that the planning proposal process commence for the reclassification of the community land to operational land with an amendment to the *Central Darling Local Environmental Plan 2012*.
3. 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.
4. Council commences discussions with the Office of Local Government in relation to the proposed process.

**Minute Number: 11-07-2021**

### **10.2 PLAN OF MANAGEMENT AND LEASE FOR 44 REID STREET WILCANNIA – LOT 1, S13, DP759091 – BAAKA CULTURAL CENTRE**

#### **Resolved**

1. Receive the report and note the information on the completion of the exhibition of the Plan of Management and draft lease for the new land use category – General Community use and the new use of the Community Cultural Centre at Lot 1, S13, DP759091 – 44 Reid Street, Wilcannia.
2. Resolve to adopt the Plan of Management for the new land use category – General Community use, and the new use of land for a Community Cultural Centre.
3. Resolve to adopt the new lease between Central Darling Shire Council and the Baaka Cultural Centre.

**Minute Number: 12-07-2021**

### **10.3 PLANNING PROPOSAL FOR THE RECLASSIFICATION OF LAND AT 44 REID STREET WILCANNIA – LOT 1, S13, DP759091 – BAAKA CULTURAL CENTRE**

#### **Resolved**

1. 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.
2. 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.

**Minute Number: 13-07-2021**

#### **10.4 PLANNING PROPOSAL TO RECLASSIFY LAND**

##### **Resolved**

1. 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.

**Minute Number: 14-07-2021**

#### **10.5 DRAFT ASSET MANAGEMENT PLANS AND STRATEGY**

##### **Resolved**

1. Receive the report
2. Seek community feedback via Public Exhibition for a period of 28 days.
3. Report back to Council following consultation period with findings.
4. 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.

**Minute Number: 15-07-2021**

#### **10.6 REGIONAL ROADS REPAIR PROGRAM 2021/22**

##### **Resolved**

1. Receive and note the report
2. Council to write to Transport NSW requesting a change of location of works on MR433 – Ivanhoe, Menindee Road.
3. 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.
4. Update the budget accordingly in the first Quarterly Business Report (QBR).

**Minute Number: 16-07-2021**

#### **10.7 ROADS TO RECOVERY 2021/2022 ALLOCATIONS**

##### **Resolved**

1. Receive and note the report.
2. Allocate the 2021/2022 Roads to Recovery funding to the following projects:
  - Woore Street, Wilcannia – Reconstruction, kerb, and drainage improvements.
  - Trida Road – Formation reconstruction and new culverts.
  - Moolah to Trida Road – Formation reconstruction and new culverts.

**Minute Number: 17-07-2021**

## **10.8 POONCARIE ROAD – PROGRESS REPORT**

### **Resolved**

1. Receive and note the report for Pooncarie Road Initial Seal Construction.
2. Further reports to be brought forward to Council on dealing with the construction on a bi-monthly basis by the Project Engineer.
3. The General Manager to provide a more in-depth report to Council in relation to the future funding and costings of the project.

**Minute Number: 18-07-2021**

## **10.9 UNSUPERVISED SWIMMING POOLS**

### **Resolved**

1. Receive and note the report.
2. Seek community feedback via Public Exhibition for a period of 14 days.
3. Generate a report back to Council at the August Ordinary Council Meeting with findings and feedback that has been received from the public and additional information from external Councils (particularly rural and remote) in relation to similar operations and how they manage any and all risks that may arise.

**Minute Number: 19-07-2021**

## **10.10 ROADS AND AERODROMES REPORT**

1. Receive and note the report.

**Minute Number: 20-07-2021**

## **10.11 WATER AND SEWER UPDATE**

### **Resolved**

1. Receive and note the report.

**Minute Number: 21-07-2021**

## **10.12 SERVICES UPDATE**

### **Resolved**

1. Receive and note the report.

**Minute Number: 22-07-2021**

## 11. MINUTES OF COMMITTEE MEETINGS

NIL

## 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 Section 10A 2 of the *Local Government Act 1993* for the reasons specified. Confidential section was closed to the public and began at 10.04am.

The General Manager reviewed the resolutions of the confidential matters and reported the following for the listed reports:

### 12.1 BITUMEN SPRAY SEAL CONTRACT

#### Resolved

1. Select the open tender method in accordance with *Regulation 166(a)* of the *Local Government (General) Regulation 2005*; and
2. Invite open tenders for the supply of service and materials necessary for the bituminous spray sealing of pavements, in accordance with *Regulation 167* of the *Local Government (General) Regulation 2005*; and
3. Write to Downer EDI to advise that their request for extension of the contract has been denied and Council is proceeding to open tender.
4. Council has delegated authority to the General Manager to sign any contract agreements through the Regional Procurement Group.

Minute Number: 23-07-2021

## 13. RESOLUTION TRACKER

#### Resolved

1. The Resolution Tracker was received and noted and any amendments to be noted.  
Note – No amendments were discussed, and no changes have been made.

Minute Number: 24-07-2021

## 14. MEETING CLOSE

There being no further business to discuss, the meeting was closed at 10.14am.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Central Darling Shire Council held on Wednesday, 25<sup>th</sup> August 2021.

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**ADMINISTRATOR**