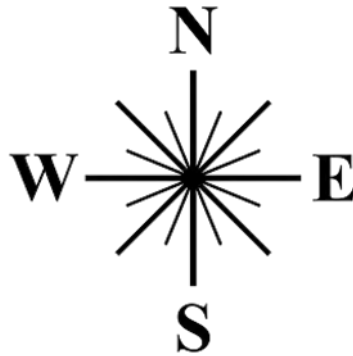


# **CENTRAL DARLING**



## **SHIRE COUNCIL**

### **ORDINARY COUNCIL MEETING**

#### **BUSINESS PAPER**

**28 FEBRUARY 2024**

The Meeting will be held at 10:30 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 8.50am 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

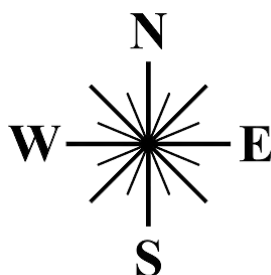
Mayor's nominated Chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the Council to hear a fuller range of views on the relevant item of business.

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 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, 28 February 2024

10:30 AM

Council Chambers, 21 Reid Street, Wilcannia

**BUSINESS PAPER AGENDA**

<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>7</b>
<b>2</b>	<b>ACKNOWLEDGEMENT OF COUNTRY.....</b>	<b>7</b>
<b>3</b>	<b>APOLOGIES AND LEAVE OF ABSENCE .....</b>	<b>7</b>
	3.1 APOLOGIES .....	7
	3.2 LEAVE OF ABSENCE.....	7
<b>4</b>	<b>DISCLOSURES OF INTEREST.....</b>	<b>7</b>
<b>5</b>	<b>CONFIRMATION OF MINUTES .....</b>	<b>7</b>
	5.1 PREVIOUS MEETING MINUTES.....	7
<b>6</b>	<b>NOTICE OF MOTION .....</b>	<b>7</b>
<b>7</b>	<b>MAYORAL (ADMINISTRATOR) MINUTE(S) .....</b>	<b>8</b>
	7.1 MAYORAL MINUTE - FEBRUARY 2024.....	8
	7.2 MAYORAL MINUTE -COST SHIFTING ONTO LOCAL GOVERNMENT.....	10
<b>8</b>	<b>FINANCIAL REPORTS .....</b>	<b>12</b>
	8.1 2024-25 OPERATIONAL PLAN AND LONG TERM FINANCIAL PLAN TIMELINE .....	12
	8.2 CASH AND INVESTMENTS - DECEMBER 2023 .....	15
	8.3 CASH AND INVESTMENTS - JANUARY 2024 .....	18
	8.4 QUARTERLY BUDGET REVIEW - DECEMBER 2023 QUARTER .....	21
	8.5 GRANTS REGISTER - JANUARY 2024.....	24
	TO DELIVER COUNCIL'S COMMITMENT TO TRANSPARENCY AND IMPROVED FINANCIAL MANAGEMENT, COUNCIL HAS DEVELOPED A GRANTS AND CONTRIBUTIONS REGISTER, TO PROVIDE INFORMATION ON GRANTS APPLIED FOR AND RECEIVED.....	24

<b>9</b>	<b>GOVERNANCE REPORTS .....</b>	<b>26</b>
9.1	UPDATE ON THE WILCANNIA WEIR PROJECT .....	26
9.2	HUMAN RESOURCE POLICIES .....	30
9.3	HUMAN RESOURCE MANAGEMENT ACTIVITIES .....	33
<b>10</b>	<b>CUSTOMER SERVICE REPORTS.....</b>	<b>36</b>
10.1	GENERAL SERVICE REQUEST AND COMPLAINTS OVERVIEW FOR 2023.....	36
<b>11</b>	<b>SHIRE SERVICES REPORTS.....</b>	<b>39</b>
11.1	ENVIRONMENTAL SERVICES UPDATE .....	39
11.2	UPDATE ON FINALISATION OF URBAN AND RURAL ADDRESSING PROJECT .....	41
11.3	ALLOCATION OF NAMES FOR UNNAMED ROADS FOR THE CENTRAL DARLING SHIRE COUNCIL AREA.....	44
11.4	ROADS AND AERODROMES .....	48
11.5	SERVICES.....	52
11.6	WATER AND SEWER.....	54
11.7	SEWER DIESEL PUMPS - ASSET ASSIGNMENT AND HANDOVER .....	57
<b>12</b>	<b>MINUTES OF COMMITTEE MEETINGS .....</b>	<b>61</b>
12.1	WCCA MINUTES FOR 12TH JANUARY AND 12 FEBRUARY 2024 .....	61
12.2	MENINDEE COMMON TRUST.....	62
12.3	WHITE CLIFFS HALL COMMITTEE AGM .....	63
<b>13</b>	<b>RESOLUTION TRACKER .....</b>	<b>64</b>
13.1	RESOLUTION TRACKER - JANUARY 2024 .....	64
<b>14</b>	<b>CONFIDENTIAL MATTERS .....</b>	<b>65</b>
14.1	TRANSFER OF LAND AND PAYMENT OF \$25,000 IN FULL SETTLEMENT OF OUTSTANDING RATES AND CHARGES - STATE OF THE LATE ROBERT JOHN WILSON - 137 HOOD STREET WILCANNIA AND 139 HOOD STREET WILCANNIA.....	65
14.2	PLANT HIRE RATES 2024 - 2026 .....	65
14.3	CYBER SECURITY.....	65
<b>15</b>	<b>MEETING CLOSE .....</b>	<b>67</b>

## **1 OPENING OF MEETING**

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

## **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**

### **3.1 APOLOGIES**

### **3.2 LEAVE OF ABSENCE**

## **4 DISCLOSURES OF INTEREST**

Pursuant to 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 PREVIOUS MEETING MINUTES**

### **RECOMMENDATION:**

That the Minutes of the Ordinary Council Meeting held on 13 December 2023 be received and confirmed as an accurate record.

### **Attachments:**

1. [Ordinary Council Meeting - 13 December 2023](#)

## **6 NOTICE OF MOTION**

Nil

## **7 MAYORAL (ADMINISTRATOR) MINUTE(S)**

### **7.1 MAYORAL MINUTE - FEBRUARY 2024**

**FILE NUMBER: GD24/2630**  
**REPORT AUTHOR: ADMINISTRATOR**  
**RESPONSIBLE DIRECTOR: GENERAL MANAGER**

---

2024 is shaping up to be an exciting year for Central Darling Shire as we finalise several significant infrastructure projects, commence others and continue to work with Government to bring Council out of administration.

Council was placed into administration until September 2024 when it is proposed to hold local government elections to return Councillors.

To date we have not received any formal advice on whether an election is to be held and we are operating on the gazettal notice that extended the period of administration until September 24.

The success of a future incoming Council very much depends on two factors.

1. The election of quality candidates as Councillors who understand their roles and responsibilities.
2. The Council having an income stream to enable it to operate and provide services to its community in a sustainable manner.

To this end, we have been working with the Local Member, The Minister for Local Government and Office of Local Government to examine options on how a future Council can be financed and its ongoing governance structure.

It is understood the Minister has received briefings and options, and it is understood a decision will be made shortly.

However, as an organisation operating under the Local Government Act 1993, we have had to comply with the Acts requirements for the conduct of any election in September 24.

This has required us to:

- Review our ward boundaries.
- Enter a contract for the NSW Electoral Commission to conduct the election.

On the 13th of December 2023 Ordinary Council Meeting, Central Darling Shire Council resolved to engage the NSW Electoral Commission at a fee to conduct the September 2024 Local Government election. Additionally, the Council also resolved that the Administrator and General Manager seek financial assistance from the State Government to support the reintroduction of Elected Members.

The General Manager tabled a report detailing the estimated cost associated with conducting Local Government elections and sustaining elected members for the four-year term. It was estimated that it would approximately cost Council \$406,200.00 for the initial set up and an ongoing annual current cost of approximately \$288,700.00 for each remaining year (3).

Councillors' expenses will need to be sourced from Council's General Revenue. Currently, Council's rate revenue for 2023/24 is \$913,000, with a combined Rates, Fees and Charges Income of \$2.4m. In 2022/23.

Council's solvency was dependent on Grants and Contributions - \$23.3M for operating purposes and \$19.7M for capital purposes. Accordingly, with the introduction of Elected Members, additional funds will need to be sourced from Council's Operational Budget, meaning Council will need to reduce its level of services in future budgets, and this the community would regard as unacceptable.

We now await a response.

The Minister for Local Government has requested the Independent Pricing and Regulatory Tribunal of NSW (IPART) to undertake a review of the NSW Council Financial Model and a draft Terms of Reference (ToR) has been released to include:

ratepayers, councils, councillors and the community on the following draft ToR:

- Visibility of councillors and the community over council performance.
- Current budget and financial processes and whether they are delivering value-for-money.
- Sustainability of the current funding model in supporting community needs.
- Financial capacity and capability of councils to meet current and future community needs.
- Improving planning and reporting systems to improve long term budget performance, transparency, and accountability.

The review, to be conducted by IPART, delivers on the Government's election commitment to undertake this review to address financial sustainability concerns.

The review will assess the resources currently available to councils, their capacity to cover ongoing expenses and ability to fund core council services and infrastructure for their communities. It will also identify ways to improve budgetary performance and accountability within the sector in a context of increasing cost-of-living pressures on ratepayers.

This is a important review and Council will be making a submission.

The substantive review will begin after the finalisation of the Terms of Reference in March 2024, with a lengthy consultation process to follow. IPART will consult with councils and the public to develop a report due to the NSW Government 12 months after the Terms of Reference have been finalised. This could be as late as March 2025.

Given the above, I see that Council must continue to negotiate with the government for a financial support package in the 24/25 State budget to be in place before the September Council Election to ensure any incoming Council has the opportunity for success.

**Attachments:**

NIL

**7.2 MAYORAL MINUTE -COST SHIFTING ONTO LOCAL GOVERNMENT**

**FILE NUMBER:** GD24/2679  
**REPORT AUTHOR:** GENERAL MANAGER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

---

**RECOMMENDATION**

THAT:

1. Council receive and note the findings of the LGNSW Cost Shifting report for the 2021/2022 financial year; and
2. A copy of the cost shifting report be placed on Council's website so that our communities can access it; and
3. Council writes to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently seek to address these costs through a combination of regulatory reform, budgetary provision and appropriate funding.

**REPORT**

The pressure on councils to continue to provide services of appropriate standard to our communities is now extraordinary.

The unrelenting growth of cost shifting to councils, coupled with rate pegging, is increasingly eroding any possibility of financially sustainable local government and risking the capacity of councils to deliver tailored, grassroots services to their communities and properly deliver and maintain vital local infrastructure.

Alarming, the latest research commissioned by Local Government NSW (LGNSW) shows that the increase in cost shifting has been accelerated by various NSW Government policies.

As shown in the latest cost shifting report produced by independent consultants Morrison Low on behalf of LGNSW for the 2021/2022 financial year ([www.lgnsw.org.au/costshifting](http://www.lgnsw.org.au/costshifting)), an amount of \$1.36 billion of expense has been passed on to councils to fund. This is an increase of \$540 million since the last report from the 2017/2018 financial year and represents lost services, lost opportunity and lost amenity for all our residents and businesses.

On average, this represents an additional cost of \$460.67 for every ratepayer across the state.

With councils having to fund this ongoing subsidy for the State Government each and every year it means our communities get less or go without. They go without better roads, they go without better parks, they go without important community services that only councils provide, and they and their ratepayers are effectively paying hidden taxes to other levels of government.



Our communities deserve better and this must stop. Prior to the most recent state election the then Minns Opposition wrote to LGNSW acknowledging that cost shifting had undermined the financial sustainability of the local government sector.

Now in 2024, it is important to councils and communities that the NSW Government urgently seek to address cost shifting through a combination of regulatory reform, budgetary provision and appropriate funding.

As a result I move the following:

1. That Council receive and note the findings of the LGNSW Cost Shifting report for the 2021/2022 financial year; and
2. That a copy be placed on Council's website so that our communities can access it; and
3. That Council write to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently seek to address cost shifting through a combination of regulatory reform, budgetary provision and appropriate funding.

**Attachments:**

1. [Report-LGNSW Annual Cost Shifting](#) ↓ 
2. [Cost Shifting onto CDSC-letter to Premier](#) ↓ 

## 8 FINANCIAL REPORTS

### 8.1 2024-25 OPERATIONAL PLAN AND LONG TERM FINANCIAL PLAN TIMELINE

**FILE NUMBER:** GD24/2495  
**REPORT AUTHOR:** FINANCE MANAGER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

---

#### EXECUTIVE SUMMARY:

In 2009 the Local Government Act 1993 was amended to introduce Integrated Planning and Reporting, which places an obligation on all NSW Councils to develop a suite of long-term planning documents based on comprehensive community engagement.

This report presents a timeline for the development and adoption of the following documents:

- Council's Long Term Financial Plan and,
- Council's Operational Plan 2024.

The documents must be adopted prior 1 July 2024.

#### RECOMMENDATION:

That Council will:

1. Receive the report

#### BACKGROUND:

The Integrated Planning and Reporting legislation requires all NSW Councils to have:

- A ten-year Community Strategic Plan.
- A four-year Delivery Program.
- An annual Operational Plan.
- A Resourcing Strategy including an Asset Management Plan, a Long Term Financial Plan, and a Workforce Management Plan.

In line with the Legislation, Council needs to provide an annual Operational Plan, Delivery Program, Fees and Charges and Operational Budget that can be shared in Draft form with the community for feedback ahead of adoption by 1 July 2024.

Where amendments are made to the Long Term Financial Plan and Delivery Program, these must be shared and revised using the same process.

#### REPORT:

The Draft Operational Plan 2024-2025 supports the Delivery Program 2022-2026 and specifies the actions of Council's key functional and operational areas that will be conducted in the coming year, funded through the 2024-2025 budget.

The Operational Plan must include:

- A Statement of Revenue Policy, that includes:



- Rates and charges to be levied
- Types of fees proposed to be charged
- Pricing Methodology, and
- Any proposed borrowings
- A detailed budget for actions to be undertaken for the year, that includes:
  - A Statement of Budgeted Income and Expenditure
  - A Statement of Budgeted Capital Works
  - A Statement of Budgeted Cashflow

**Long Term Financial Plan**

Council must prepare and adopt a Long-Term Financial Plan.

The Long-Term Financial Plan must be used to inform decision-making during the preparation and finalisation of the Community Strategic Plan and the development of the Delivery Program.

In developing the Long-Term Financial Plan, due regard must be given to promoting the financial sustainability of the council through:

- the progressive elimination of operating deficits
- the establishment of a clear revenue path for all rates linked to specific expenditure proposals
- ensuring that any proposed increase in services and/or assets is within the financial means of the council including a proposed special rate variation
- ensuring the adequate funding of infrastructure maintenance and renewal
- the use of borrowing, where appropriate and financially responsible, and
- the fair and equitable distribution of the rate burden across all ratepayers

It is a legislative requirement the Operational Plan and the Long Term Plan are formally adopted by Council prior to the beginning of each financial year.

Therefore a timeline for the development of the Operational Plan and Long Term Financial Plan has been developed. (see Attachment 1)

The timeline shows key dates, and staff responsibilities, for the preparation of all templates and documents for to ensure Council adopts the Operational Plan and Long Term Financial Plan by 1 July 2024.

The key dates for adoption are:

- Completion of Draft Operational Plan 23 April 2024
- Completion of Draft Long Term Financial Plan 10 May 2024
- Adoption of Draft Plans by Council 22 May 2024 Council Meeting
- Public Display 23 May 2024 to 17 June 2024
- Adoption of Final Plans by Council 26 June 2024 Council Meeting

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

Focus/Goals/Objectives	Strategic Area	Actions
------------------------	----------------	---------

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Positive
<b>Environmental</b>	Positive
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

N/A

**Policy, Legal and Statutory Implications:**

There is a statutory requirement that the plans referred to contain certain information.

There is a statutory requirement that the plans referred to are adopted by Council prior to 1 July 2024.

**Risk Management - Business Risk/Work Health and Safety/Public:**

Having a timeline reduces the risk of not meeting legislative deadlines.

**OPTIONS:**

No other options

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

N/A

**External Exhibition:**

Plans must be advertised and available to the public for comment for a period of 28 days.

**Attachments:**

1. [Operational Plan and LTFP 2024 Adoption Timeline](#) ↓ 

**8.2 CASH AND INVESTMENTS - DECEMBER 2023**

**FILE NUMBER: GD24/2737**  
**REPORT AUTHOR: MANAGEMENT ACCOUNTANT**  
**RESPONSIBLE DIRECTOR: GENERAL MANAGER**

**EXECUTIVE SUMMARY:**

This report is to provide a summary of Council’s cash and investments as at 31<sup>st</sup> December 2023.

**RECOMMENDATION:**

That Council will

1. receive the report 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 and Investment Accounts	Current Month	Last Month	Movement	Interest Rate	Current Month Interest	YTD Interest
Westpac 11am Investment Account	\$7,500,000.00	\$1,200,000.00	\$6,300,000.00	1.35%	\$2,918.21	\$34,362.84
Operating Account	\$7,457,802.01	\$7,457,802.01	(\$6,913,098.91)	N/A	NIL	NIL
Post Office Clearing Account	\$46,987.30	\$46,987.30	NIL	N/A	NIL	NIL
<b>Total Cash at bank as of 31<sup>st</sup> December 2023</b>						<b>\$8,091,690.40</b>

**Commentary:**

The net movement of cash for the month of December 2023 was a decrease of \$613,098.91. Payments for wages and creditors for the month of December 2023 totalled \$ 5,112,353.21. Receipts for the month of December 2023 totalled \$4,499,254.30 with major receipts being:

- Transport for NSW (TfNSW) \$3,622,110.22
- Restart NSW \$163,721.25
- APA Infrastructure \$198,129.36



Receipts expected in January 2024 are:

- Pooncarrie Road expenditure refund \$2,000,000.00
- Department of Regional NSW \$160,000.00
- Transport for NSW \$227,174.81

**Restrictions:**

<b>Restricted Cash and Investments</b>	
	Dec-23
<b>Externally Restricted <sup>(1)</sup></b>	<b>(\$000's)</b>
Specific purpose unexpended grants	4,533
Water supplies	-
Sewerage services	339
Domestic waste management	566
<b>Total Externally Restricted</b>	<b>5,438</b>
<small>(1) Funds that must be spent for a specific purpose</small>	
<b>Internally Restricted <sup>(2)</sup></b>	
Employees Leave Entitlements	935
Plant and vehicle replacement	8
Other Waste Management Reserve	142
<b>Total Internally Restricted</b>	<b>1,085</b>
<small>(2) Funds that Council has earmarked for a specific purpose</small>	
<b>Total Restricted Funds</b>	<b>6,523</b>
<b>Total Cash &amp; Investments</b>	<b>8,092</b>
<b>Unrestricted Funds (ie. available after the above Restrictions)</b>	<b>1,569</b>

**Commentary:**

The level of unrestricted funds required by Council is generally \$1,000,000. Currently Council's unrestricted funds are above this level. This can occur due to timing differences between when funds are received and when they are spent, for example, some grants require Council to spend the money first and then apply for reimbursements, other grants are milestone driven and are dependent on Council completing certain tasks, meaning that some money is received in advance and other money is received after the completion of the work.

**Attachments:**

NIL

**8.3 CASH AND INVESTMENTS - JANUARY 2024**

**FILE NUMBER: GD24/2747**  
**REPORT AUTHOR: MANAGEMENT ACCOUNTANT**  
**RESPONSIBLE DIRECTOR: GENERAL MANAGER**

**EXECUTIVE SUMMARY:**

This report is to provide a summary of Council’s cash and investments as at 31<sup>st</sup> January 2024.

**RECOMMENDATION:**

That Council will

1. receive the report 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 and Investment Accounts	Current Month	Last Month	Movement	Interest Rate	Current Month Interest	YTD Interest
Westpac 11am Investment Account	\$5,800,000.00	\$7,500,000.00	(\$1,700,000.00)	1.35%	\$2,918.21	\$34,362.84
Operating Account	\$2,670,484.81	\$544,703.10	\$2,125,781.71)	N/A	NIL	NIL
Post Office Clearing Account	\$46,987.30	\$46,987.30	NIL	N/A	NIL	NIL
<b>Total Cash at bank as of 31<sup>st</sup> January 2024</b>				<b>\$8,517,472.11</b>		

**Commentary:**

The net movement of cash for the month of January 2024 was an increase of \$425,781.71.

Payments for wages and creditors for the month of January 2024 totalled \$ 2,303,514.03.

Receipts for the month of January 2024 totalled \$2,729,295.74 with major receipts being:

- Pooncarrie Road expenditure refund \$2,000,000.00
- Department of Regional NSW \$160,000.00
- Transport for NSW \$227,174.81



Receipts expected in February 2024 are:

- Restart \$2,882,469.92
- Australian Taxation Office \$256,175.00
- Quarter 3 FAGS \$138,142.00

**Restrictions:**

<b>Restricted Cash and Investments</b>	
	Dec-23
<b>Externally Restricted <sup>(1)</sup></b>	<b>(\$000's)</b>
Specific purpose unexpended grants	4,329
Water supplies	-
Sewerage services	252
Domestic waste management	561
<b>Total Externally Restricted</b>	<b>5,142</b>
(1) Funds that must be spent for a specific purpose	
<b>Internally Restricted <sup>(2)</sup></b>	
Employees Leave Entitlements	935
Plant and vehicle replacement	8
Other Waste Management Reserve	140
<b>Total Internally Restricted</b>	<b>1,083</b>
(2) Funds that Council has earmarked for a specific purpose	
<b>Total Restricted Funds</b>	<b>6,225</b>
<b>Total Cash &amp; Investments</b>	<b>8,517</b>
<b>Unrestricted Funds (ie. available after the above Restrictions)</b>	<b>2,292</b>

**Commentary:**

The level of unrestricted funds required by Council is generally \$1,000,000. Currently Council's unrestricted funds are above this level. This can occur due to timing differences between when funds are received and when they are spent, for example, some grants require Council to spend the money first and then apply for reimbursements, other grants are milestone driven and are dependent on Council completing certain tasks, meaning that some money is received in advance and other money is received after the completion of the work.

**Attachments:**

NIL



**8.4 QUARTERLY BUDGET REVIEW - DECEMBER 2023 QUARTER****FILE NUMBER: GD24/2786****REPORT AUTHOR: MANAGEMENT ACCOUNTANT****RESPONSIBLE DIRECTOR: GENERAL MANAGER**

---

**EXECUTIVE SUMMARY:**

This report is to provide a summary of Council's financial performance against budget as at 31<sup>st</sup> December 2023. This report also recommends amendments to Council's budget.

**RECOMMENDATION:**

That Council will:

1. Receive the second Quarterly Budget Review report as at 31<sup>st</sup> December 2024.
2. Adopt the variations to Council's 2023/24 Annual Budget.
3. Note that the projected operating surplus for the financial year 2023/24 is \$2.313 million.
4. Note that there are no further changes to projected capital works budgeted expenditure for the financial year 2023/24 per the December Quarter Review.

**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 Quarterly Budget review shows an increase in the projected 2023/24 operating surplus (before capital items) of \$2.292 million to an overall projected operating surplus as at 30 June 2024 of \$2.313 million.

This result reflects the following movements:

**Income**

**1. Grants & Contributions – Operating**

Advance funding received from Regional & Local Roads Repair Program - \$6.113 million.

Additional Block Funding to be received - \$419,000.

**Total adjustment to the budget for Grants & Contributions – Operating \$6.532 million increase.**

**Expenditure**

**2. Materials and Contracts**

Additional roads expenditure to be incurred due to additional Block Funding - \$419,000.

Additional roads expenditure due to receipt of Regional & Local Roads Repair Program \$3,500,000.

Additional roads expenditure of Pothole Repair Funding received 2023 financial year \$300,000.

Additional funds to be allocated to the Domestic Waste budget of \$80,000 for additional compacting and fencing works at landfills. These works are to be funded by a reduction in Building Maintenance budget of \$80,000.

**Total adjustment to the budget for Materials and Contracts - \$4.219 million increase**

**Capital Budget Result:**

The December 2023 Quarterly Budget Review shows no further change to the Capital Works Budget for 2023/24.

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

Focus/Goals/Objectives	Strategic Area	Actions
2 Local & Regional Governance	2.1 Shire governance	2.1.4 Ensure that governance of the shire is focused on the effective planning and delivery of adequate and appropriate services and facilities to local communities

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Positive
<b>Environmental</b>	Positive
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**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 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:**

**Internal Exhibition:**

Not Required

**External Exhibition:**

Not Required

**Attachments:**

1. [December 2024 Quarterly Budget Review Statement](#) 

**8.5 GRANTS REGISTER - JANUARY 2024**

**FILE NUMBER:** GD24/2787  
**REPORT AUTHOR:** MANAGEMENT ACCOUNTANT  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

**EXECUTIVE SUMMARY:**

The purpose of this report is to provide a summary Council’s current year grant funding applications status as of 31<sup>st</sup> January 2024.

**RECOMMENDATION:**

That Council will:

1. Receive the report and note the report.

**BACKGROUND:**

To deliver Council’s commitment to transparency and improved financial management, Council has developed a Grants and Contributions Register, to provide information on grants applied for and received.

**REPORT:**

For the months of November 2023 to December 2023, scheduled acquittals were completed in line with the reporting requirements of the funding deeds and any approved variations to those deeds.

Morris & Piper continue to assist with grant submissions, approvals and acquittals. Their monthly report for January 2024, including a work plan up to March 2024, is attached to this report.

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

Focus/Goals/Objectives	Strategic Area	Actions
2 Local & Regional Governance	2.1 Shire governance	2.1.4 Ensure that governance of the shire is focused on the effective planning and delivery of adequate and appropriate services and facilities to local communities

**SUSTAINABILITY ASSESSMENT:**

	Assessment
<b>Social</b>	Positive
<b>Environmental</b>	Positive
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

Ensures that any funding sourced 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:**

Nil.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:****Internal Exhibition:**

Not Required

**External Exhibition:**

Not Required

**Attachments:**

1. [Grants Status Report at 31st January 2024](#) ↓ 
2. [Morris & Piper Grants Update Report for 31st January 2024](#) ↓ 

## 9 GOVERNANCE REPORTS

### 9.1 UPDATE ON THE WILCANNIA WEIR PROJECT

**FILE NUMBER:** GD24/2480  
**REPORT AUTHOR:** GENERAL MANAGER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

---

#### EXECUTIVE SUMMARY:

This report is to inform Council on the status of the Wilcannia Weir Project being undertaken by NSW DPIE (Department of Planning and Environment), which is funded by Federal and State Governments. NSW DPIE are proposing to redesign the weir, which the Wilcannia Community endorsed some two years ago, which will have a significant impact to the community. It is believed these changes are result of a financial restraint on the DPIE budget.

Ongoing climate, environmental and economic changes will continue to hinder progress of the weir completion, with ever increasing of inflation adding to the cost of the project. If there were no redesign and the construction proceeded now, it is likely the weir could be completed by 2026. Further consultation and design will take time, and the increase of inflation will add to the overall cost to the project. If Federal and State Government don't contribute additional funds to the project now, the possible reality is the Wilcannia Weir Project will never be completed.

#### RECOMMENDATION:

That Council will:

1. Receive the report.
2. The Administrator to address DPIE representatives on Wednesday afternoon, 28 March, the issues outlined in the report.
3. Pending the outcomes from the meeting, the Administrator to meet with the Minister for Water to raise community concerns of the redesign of the Wilcannia Weir.

#### BACKGROUND:

Since the 1970's the concept for a new weir at Wilcannia was to be constructed to secure long term water supply for Wilcannia township. In October 2019, a combined funding announcement of \$30 million was made by Federal and State Coalition Parties for the weir replacement, with the expected completion construction date of 2021. From 2019 to now, nearly 5 years has passed, there has been four different Water Ministers, change of State and Federal Government leadership, drought, several major floods, and Covid-19 pandemic, which has significantly delayed the project.

Since the funding announcement, there has been significant amount of public consultation with the Wilcannia community and surrounding residents on the new weir location and design. The location for the new weir is to be 5kms downstream from Wilcannia. Several concepted designs for the weir replacement have been completed. In 2022, the community adopted a weir design, this was to be 1 metre AHD (Australian Height Datum) above the current old weir height and constructed of precast concrete.

The concept design of the weir height of one metre above the current old weir and its new location 5km's downstream from Wilcannia township, was to provide the town a minimum of 5 years sustainable water supply.

The weir was to have a telemetry sluice gate to assist in draining or regulating contaminated/saline water. This is to improve water quality prior to increase of flows into the weir pool. A fish passageway/ladder was also to be incorporated into the weir design/construction, pending further consultation with fish experts.

The current weir pool only supplies 6-9 months (subject to weather conditions) suitable water, before it becomes too saline for a potable water supply. During the last drought, Wilcannia water supply was reliant on 3 groundwater bores at Union Bend, for a period of two years.

In 2022, Council was engaged by NSW Water Infrastructure to commence construction of a new road into the weir location. However, work stopped due to flooding and never resumed on the directive by the department. There were several issues which needed to be addressed concerning a "Keeping Place", and the road location and ownership. Currently, this process is being resolved with Water NSW, Crownlands and Council.

As part of the weir concept design, a significant Environmental Impact Statement (EIS) was undertaken over a two-year period. The EIS study investigated environmental impacts the new weir pool level will have to vegetation and marine aquatic and amphibious life, as well as underground water storage. An extensive geotechnical study was done to determine if the soil type would sustain the construction and operations of a weir.

By 2022, the forecasted expenditure to construct the new Wilcannia Weir and associated works, including the part removal of the existing weir was to be \$45 million.

### **REPORT:**

Recent public consultation by NSW DPIE (Department of Planning and Environment) late last year and January this year, the weir design has undergone significant modification to what the community was expecting.

The new weir concept design has dramatically changed, as the weir height (crest level) has reduced by one metre, matching the existing height of the current weir. The construction of the weir would be steel piling, with a concrete cap for the crest of the weir. The sluice gate has now been completely excluded from the design. The new concept design remains in the original proposed location, 5kms downstream from Wilcannia and includes a fish passageway. The new design has been modelled on the recent construction of a new fix crest weir at Walgett.

Discussion with DPIE representatives and council staff about the recent weir redesign changes were fundamentally based on cost. The EIS has identified there would be biodiversity offset constraints, and the proposed height and sluice gate would escalate construction cost of the weir, taking the final expenditure beyond the budgeted amount. At no time in the discussion, Council was told an indicative cost to construct what was originally agreed.

From the discussion, the reduction of the redesigned weir height (-1m) to the current old weir height, (5km's upstream), would save money. Savings would be made in construction cost of one meter less on the new weir height and additional length of the fish passageway wouldn't be required. The removal of the sluice gate would reduce future operational and maintenance costs for Water NSW. Furthermore, with a height reduction and lower weir pool level, would lessen environmental impacts and provide a cost savings in biodiversity offsets.

NSW DPEI representatives indicated the proposed new design changes fall within adequate water security guidelines for Wilcannia township.

There are three groundwater bores at Union Bend which Council owns and operates for emergency town water supply. An additional groundwater bore would be installed, with the location unknown. It was unclear if the additional groundwater bore was part of the weir project or additional funding still needed to be sourced for its construction.

Foreseeable issues in the height reduction of the proposed new weir would result in less water retained in the weir pool, providing an estimated two-year sustainable water supply originally planned. Council intake pumps for the town water supply are to remain in the current location, just above the existing weir. Any water storage in the new weir pool below the pump's intake level (foot valve), 5km's downstream cannot be used for town water supply. At this stage there are no plans to relocate the intake pumping station downstream.

The original plan was the part demolition of the old weir, removing the centre and lowering the sides of the old weir, which would have a one meter plus coverage of water, based on the original weir design height. The height reduction (-1 metre) currently being proposed for the weir, by matching

the existing weir and new weir height, will cause significant water quality issues, restricting the natural movement of water within the weir pool. A similar situation is currently being experienced at Menindee during low weir pool levels. Furthermore, this will become an obstruction for recreation boat users.

The original proposed weir height would have given aesthetic pleasing feeling of a healthy river through the township of Wilcannia. However, a lower level of one meter would detract from the look, more so in dryer times and poorer water quality, impacting on community mental health and increasing anti-social behaviours, seen during drought.

The purpose of a sluice gate was to control the new weir pool height, to mitigate water salinity with pending flows into the weir pool, by flushing poor quality water out and replenish the supply with better quality water. This will also help in controlling algae outbreaks in the new weir pool, something which is regularly experienced now.

Mid last year, a backup generator and pumps for a sewer pumpstation were installed in Martin Street Wilcannia, to mitigate against electrical outages and raw sewage contamination into stormwater and river systems. This work was funded by DPIE, estimated cost of \$1 million, which is now a council asset.

DPIE have planned consultation sessions with the Wilcannia Community, during the last week in February. Council staff are scheduled to meet with DPIE representatives in the afternoon, on Wednesday 28 March, to further discuss their proposed redesign of the weir.

The Wilcannia Community have been patiently waiting for the completion of the weir, and with further delays in consultation, redesign and construction will only add to the community optimism that the project will never be completed. Ongoing climate, environmental and economic changes will continue to hinder progress of the weir completion, with ever increasing of inflation adding to the cost of the project. If there were no redesign and the construction proceeded now, it is likely the weir could be completed by 2026. Further consultation and design will take time, and the increase of inflation will add to the overall cost to the project. If Federal and State Government don't commit additional funds to the project now, the possible reality is the Wilcannia Weir Project will never be completed.

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

<b>Focus/Goals/Objectives</b>	<b>Strategic Area</b>	<b>Actions</b>
6 Infrastructure and Services	6.2 Drinking water	6.2.1 Ensure that water treatment plants under council's management are well-maintained and comply with Australian Drinking Water Guidelines
		6.2.4 Identify and secure funding to upgrade and improve water treatment plants within the shire

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Negative
<b>Environmental</b>	Negative
<b>Economic</b>	Negative
<b>Governance</b>	NA



**Financial and Resource Implications:**

There are no financial implications directly to this report.

**Policy, Legal and Statutory Implications:**

Nil

**Risk Management - Business Risk/Work Health and Safety/Public:**

Nil

**OPTIONS:**

The report is based on information only.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

Not required

**External Exhibition:**

Not required

**Attachments:**

NIL

**9.2 HUMAN RESOURCE POLICIES****FILE NUMBER: GD24/2708****REPORT AUTHOR: HUMAN RESOURCE OFFICER****RESPONSIBLE DIRECTOR: GENERAL MANAGER**

---

**EXECUTIVE SUMMARY:**

The purpose of this report is for the Council to review and adopt human resource policies, which have been updated in line with the relevant employment legislation.

**RECOMMENDATION:**

That Council will:

1. Receive the report.
2. Endorse the Respectful Workplace Behaviour Policy for placement on Council's website.
3. Endorse the Workplace Diversity Policy for placement on Council's website.

**BACKGROUND:**

A review of all human resource policies has been undertaken and it has been identified that several key policies are not in place and/or have not been reviewed for over five (5) years. A schedule of key human resource policies has been identified for development and/or review prior to being publicly available on Council's website.

**REPORT:**

Through a review of current legislation, the following key policies were identified to support the organisation's commitment to providing a safe working environment and a diverse workforce:

**Respectful Workplace Behaviour Policy**

Central Darling Shire Council (CDSC) is committed to providing a safe, respectful and healthy work environment for all employees through encouraging positive working relationships that are free from all forms of discrimination, harassment and workplace bullying.

This policy outlines the expectations that all employees are required to treat each other with courtesy, in a friendly and respectful manner.

**Workplace Diversity Policy**

Central Darling Shire Council (CDSC) is committed to creating a workplace that is fair and inclusive, and builds a workforce which better reflects the diversity of our community. It is underpinned by the broad principles of Human Rights, Social Justice and Equal Employment Opportunity (EEO), and ensures that all decisions made within CDSC are based on merit and sound management practices. This policy relates to the areas of recruitment, selection, training, skills development, promotions, workforce planning, terms and conditions of employment and separation.

The main objectives of this policy are:

1. Attract and recruit a diverse workforce:
2. Develop and retain a diverse workforce:
3. Workforce diversity as part of everyday business:

The Workforce Diversity Policy is supported by CDSC’s Workforce Diversity Management Plan, which was developed in accordance with the Local Government Act 1993 to eliminate and ensure the absence of discrimination on specified grounds and to promote equal opportunity across the organisation and with prospective employees.

As this these policies are operational, they have progressed through the relevant consultation process in accordance with the requirements under the *Local Government (State) Award*.

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

Focus/Goals/Objectives	Strategic Area	Actions
2 Local & Regional Governance	2.1 Shire governance	2.1.1 Design and implement governance systems within the shire that are culturally responsive and ensure communities have effective local democratic structures and representation

**SUSTAINABILITY ASSESSMENT:**

	Assessment
<b>Social</b>	NA
<b>Environmental</b>	NA
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

The Policy will assist Council is managing the resources and financial impacts associated with the provision of vehicles to employees.

**Policy, Legal and Statutory Implications:**

Council has an obligation to ensure that it meets all legislative obligations as it relates to the employment legislation.

**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, including staff wellbeing.

**OPTIONS:**

Nil

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:****Internal Exhibition:**

All staff have been consulted on the policy in line with the requirements under the Local Government (State) Award.

**External Exhibition:**

As human resources policies are operational documents, public exhibition is not required. All human resources policies are to be placed on Council's website upon endorsement by Council.

**Attachments:**

1. [Draft Respectful Workplace Behaviour Policy](#) ↓ 
2. [Draft Workplace Diversity Policy](#) ↓ 

**9.3 HUMAN RESOURCE MANAGEMENT ACTIVITIES**

**FILE NUMBER:** GD24/2713  
**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 and note the report.
2. Endorse the 0.42 FTE increase for the Biosecurity Officer (Weeds) position.

**BACKGROUND:**

This report has been created with the view to providing 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:**

**Recruitment Activities:**

Below is a summary of recruitment activities undertaken during the period 1 October 2023 to 31 January 2024:

<b>Position</b>	<b>Status / Progress</b>
Truck Drivers Wilcannia x 2	<b>Internal recruitment</b> – Successful candidates identified
Truck Driver / Labourer, Ivanhoe	<b>External / Internal recruitment</b> – Recruitment underway
Procurement Officer	<b>External / Internal recruitment</b> – Shortlisting underway
Team Leader Post Office	<b>External / Internal recruitment</b> – Successful candidates commenced
Biosecurity Officer (Weeds)	<b>External / Internal recruitment</b> – Shortlisting underway
Works Supervisor	<b>External / Internal recruitment</b> – Shortlisting underway
Project Engineer	<b>External / Internal recruitment</b> – Shortlisting underway
Rates Officer	<b>External / Internal recruitment</b> – Successful candidate identified
Customer Service Officer – Menindee, Wilcannia, Post Office	<b>External / Internal recruitment</b> – Interviews and selection process underway

Attracting candidates for vacancies is challenging for Council. It is worth noting that there was an average of 4 applications per position across the 16 positions that were advertised during the period 1 July 2023 to 31 January 2024.

Further detailed analysis of our recruitment processes and data is underway to identify gaps and opportunities as part of an organisation wide attraction and retention strategy.

**Organisational Structure:**

Below is a summary of the FTE numbers as at 31 January 2024

			2023/24			
Department	FTE as at 30/6/2022	FTE as at 30/6/2023	Updated FTE Budget 2023/24	Occupied FTE as at 30/1/24	Vacant FTE as at 30/1/24	Proposed Variation
Governance	5.23	5.20	5.20	4.63	0.57	0
Customer Service	13.40 ***	15.00 ***	11.43	8.00	3.43	0
Finance			6.57	4.57	2.0	0
Shire Services	44.60 *	48.68 *	48.10 *	36.57 **	6.42 **	+0.42
<b>Total</b>	<b>63.23 *</b>	<b>68.88 *</b>	<b>71.30 *</b>	<b>53.77 **</b>	<b>12.42 **</b>	<b>+0.42</b>

\* includes 3.53 FTE for casuals and 1.58 FTE for swimming pool attendants

\*\* excludes 3.53 FTE for casuals and 1.58 FTE for swimming pool attendants

\*\*\* FTE reflects former Business Services structure

The increase of 0.42 FTE in Shire Service is due to the creation of the Biosecurity Officer (Weeds) position which was endorsed by Council at the October Council meeting. With recruitment underway, the increase has been captured in the Vacant FTE and the Updated FTE Budget 2023/24 columns in the table above.

**School-Based Traineeship:**

Council currently has one student undertaking a Certificate II in Parks and Gardens at Menindee.

Arrangements are currently underway to finalise another student to undertake a Certificate II in Parks and Gardens in Ivanhoe under the Elsa Dixon School-Based Traineeship Funding Program.

**Work Experience Program**

A student from Ivanhoe Central School successfully participated in a work experience program during Term 4.

Due to extreme weather late in 2023, the work experience program for students at the Wilcannia Central School was postponed.

The Human Resource Officer will continue further discussions and planning with Menindee, Ivanhoe and Wilcannia Central Schools towards the beginning of Term 2, with the aim of establishing a work experience program across a broad range of functions within Council. Ready to commence in the second half of the year.

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

<b>Focus/Goals/Objectives</b>	<b>Strategic Area</b>	<b>Actions</b>
2 Local & Regional Governance	2.1 Shire governance	2.1.4 Ensure that governance of the shire is focused on the effective planning and delivery of adequate and appropriate services and facilities to local communities

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Positive
<b>Environmental</b>	NA
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

Attracting quality candidates is challenging for Council which in turn has an impact on 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 is 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

## 10 CUSTOMER SERVICE REPORTS

### 10.1 GENERAL SERVICE REQUEST AND COMPLAINTS OVERVIEW FOR 2023

**FILE NUMBER:** GD24/2775  
**REPORT AUTHOR:** CUSTOMER SERVICE MANAGER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

**EXECUTIVE SUMMARY:**

The purpose of this report is to provide Council with an update on Customer Service requests and Complaints.

**RECOMMENDATION:**

That Council will:

1. Receive the report

**BACKGROUND:**

Council acts on service requests pertaining to its responsibilities, such as road maintenance, tree clearance, and town upkeep. Service requests related to public safety are given immediate attention. All service requests are investigated within a period of fifteen (15) working days. The course of action is determined based on the priority of the request, Council's work schedule, and available resources.

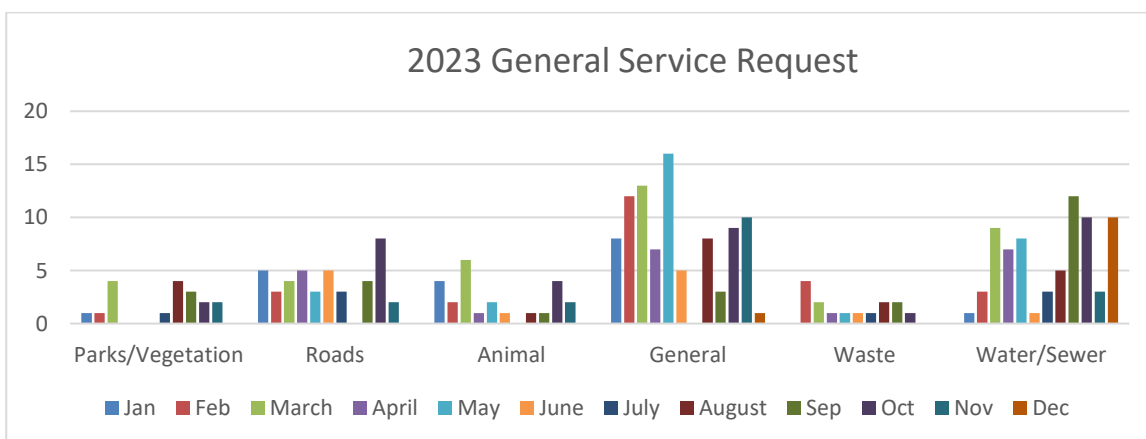
When Council receives a complaint, it indicates dissatisfaction with a decision, level or quality of our service, or the behaviour of an employee or representative. These complaints can be investigated and addressed. Central Darling Shire Council recognizes the individual's right to file a complaint if they believe that our service provision or actions have been inadequate.

Complaints made in person, by phone, letter, or email will receive a response in a corresponding format. Regardless of the method of complaint submission, a response can be expected within ten (10) working days.

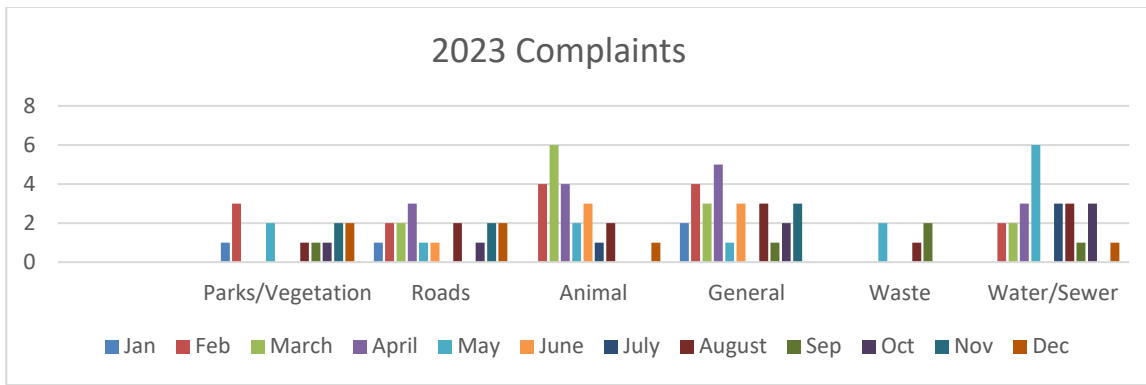
**REPORT:**

As of 22 December 2023, the following report presents an overview of the quantity of General Service Requests and Complaints received throughout 2023.

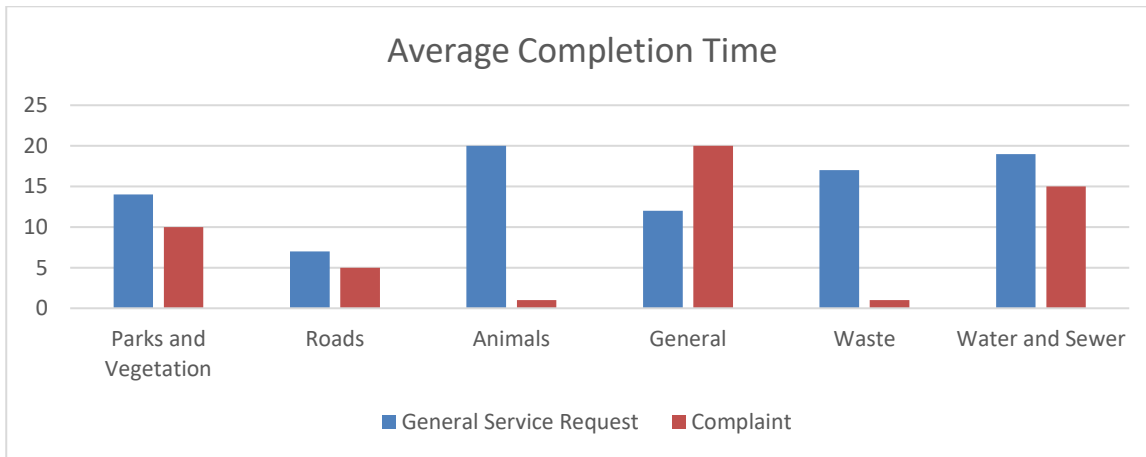
The Customer Service team processed 263 General Service Requests and 109 Complaints during the year. This equates to an average of 5.05 General Service Requests and 2.09 Complaints per week.



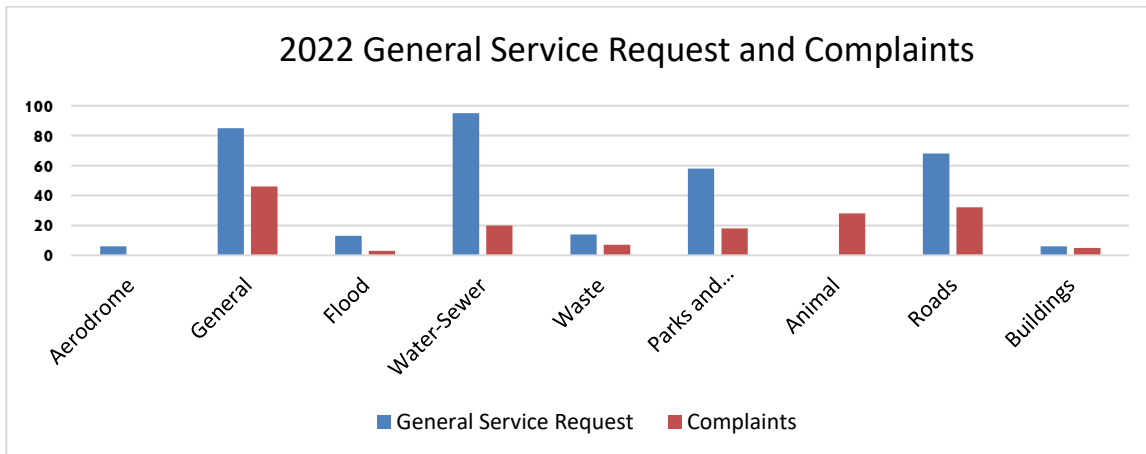




Since the implementation of the Customer Service Charter by the Central Darling Shire Council in September 2023, the following chart illustrates the turnaround times for General Service Requests and Complaints in six different areas.



In contrast to the data from 2022, Central Darling Shire Council has experienced a notable improvement in customer service metrics for 2023. Specifically, there has been a 31.17% reduction in General Service Requests and a 45.87% decrease in Complaints received.



In comparison to Central Darling Shire Council, a similar council received a total of 417 general service requests and 34 complaints during the year 2023. Central Darling Shire Council experienced a 63.09% reduction in customer service requests in comparison. However, Central Darling Shire Council received a notably higher number of complaints than the other council.

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

Focus/Goals/Objectives	Strategic Area	Actions
------------------------	----------------	---------

2 Local & Regional Governance	2.1 Shire governance	2.1.4 Ensure that governance of the shire is focused on the effective planning and delivery of adequate and appropriate services and facilities to local communities
-------------------------------	----------------------	--

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Positive
<b>Environmental</b>	Positive
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

Nil

**Policy, Legal and Statutory Implications:**

Nil

**Risk Management - Business Risk/Work Health and Safety/Public:**

Nil

**OPTIONS:**

N/A

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

N/A

**External Exhibition:**

N/A

**Attachments:**

NIL

# 11 SHIRE SERVICES REPORTS

## 11.1 ENVIRONMENTAL SERVICES UPDATE

**FILE NUMBER:** GD24/2507  
**REPORT AUTHOR:** SENIOR PLANNER  
**RESPONSIBLE DIRECTOR:** DIRECTOR SHIRE SERVICES

### EXECUTIVE SUMMARY:

This report is to provide a summary of Council’s Environment Services statistics for the month of December 2023 and January 2024.

### RECOMMENDATION:

That Council will:

1. Receive and note the report

### BACKGROUND:

<b>Statistics for December 2023 January 2024</b>		
Development approvals / final certificates issued under Part 4, Part 5 of the <i>Environmental Planning and Assessment Act 1979</i> . Number of Certificates issued under the <i>Local Government Act 1993</i> .	Number of DAs Approved – New Dwellings	1
	Number of DAs Approved – Renovation	0
	Number of DA s approved – Commercial/ Industrial	2
	Number of DA s approved – Rural Industry/ Agriculture	0
	Number of DAs Approved – Other	0
	Total Value of DAs Approved	\$2,253,000.00
	Number of Construction Certificates / Crown Construction Certificates Issued	0
	Number of Complying Development Certificates issued	0
	Number of LGA S68 Approvals	0
	Number of Occupation Certificates Issued	1
	Number of Building Information Certificates issued	0
	Number of Section 10.7 Planning Certificates issued (S68)	6
	Number of other approvals or certificates issued under the Local Government Act 1993 (S138, S123 etc)	0
Animal Control Activities -	Animals in and Arriving at Council's Facility	
	Seized and impounded	2
	Rehomed	1
	Returned to owner	0
	Euthanised	1
	Registrations	0

	Microchipped	0
	Penalty notices	0
	In pound at the end of month	2
	Incident dog attack	0
Mosquitoes Virus program		6
Water Sampling	Microbiology Samples Collected	14
	Chemistry Samples Collected	1
	Raw water pesticide sample	0
	Microbiology Pool samples	12

Attachment: Nil

**LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:**

<b>Community Plan Strategic Plan Outcomes</b>	<b>Delivery Outcomes</b>
---	--------------------------

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Positive
<b>Environmental</b>	Positive
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

Nil

**Policy, Legal and Statutory Implications:**

NII

**Risk Management - Business Risk/Work Health and Safety/Public:**

Nil

**Attachments:**

NIL

**11.2 UPDATE ON FINALISATION OF URBAN AND RURAL ADDRESSING PROJECT****FILE NUMBER: GD24/2513****REPORT AUTHOR: SENIOR PLANNER****RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES**

---

**EXECUTIVE SUMMARY:**

The purpose of this report is to inform Council of the completion of the Urban and Rural Address Project for the allocation of street numbering throughout the Central Darling Shire Council area by early March 2024. Council will submit the finalised list of street numbering to the Geographical Names Board for final endorsement.

The finalised street number/ addresses is being entered into the Councils information systems and will be the legal street number/ addresses across the Central Darling Shire Council area. The currently unnamed roads, streets and lanes will be allocated draft names, which will be publicly exhibited in March 2024.

These updated street number and addresses and draft road names will ensure that properties and dwellings with no current street address or number will now have a legal street address. The finalised list of street addresses and numbering and draft road, street and lanes names will be submitted to the Geographical Names Board. The new street addresses will then be submitted to Commonwealth and State Government Agencies and Community and Industry stakeholders.

**RECOMMENDATION:**

That Council will:

1. Receive the report
2. Endorse the submission of the new urban and rural street addresses and the draft road, street and lane names to the NSW Geographical Names Board.
3. Endorse the submission of the new urban and rural street addresses to be sent to all Commonwealth and State Government agencies and other community and industry stakeholders.

**BACKGROUND:**

In July 2021 Central Darling Shire Council embarked on a program to rationalise urban and rural addresses throughout the Shire.

The program has been funded through NSW State Government's Local Drought Stimulus Package. The goal of the project is to ensure consistent street and house numbering throughout the Shire.

**PROCESS:**

The draft rural and urban address project information was on public exhibition between August 22 and October 3, 2022, and a further exhibition period from 12 December 2022 until 6 February 2023. This was followed by resident technical information sessions carried out by council staff and the GIS consultant in White Cliffs, Wilcannia, Ivanhoe and Menindee.

Following Council consultation and community technical information sessions, the council has finalised the list of street numbering across the Central Darling Local Government area. Council has taken into account the community feedback to retain certain existing street numbers if possible. Therefore, council has endeavoured to retain the existing street numbering as requested.

The finalised street number/ addresses is being entered into the Councils information systems and will be the legal street number/ addresses across the Central Darling Shire Council area.

Council has allocated draft names to the shire’s roads, streets and lanes that do not have names, as council previously requested the community to nominate proposed names, however, only one submission was received. This list of names will be exhibited for public comment in March 2024. Following the exhibition the draft names will be submitted to the Geographical Names Board.

These updated street number and addresses will ensure that properties and dwellings with no current street address or number will now have a legal street address. This information will be forwarded to the relevant Commonwealth and State Government Agencies and Community and Industry stakeholders.

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

<b>Focus/Goals/Objectives</b>	<b>Strategic Area</b>	<b>Actions</b>
1 Community and Culture	1.3 Services and facilities for and aging population	1.3.1 Ensure that long-term health and medical service planning in the shire takes account of the local aging population
		1.3.2 Provide appropriate services and facilities to meet the mobility needs of older people
		1.3.3 Ensure the availability of a range of local services to address home support needs of older people
2 Local & Regional Governance	2.1 Shire governance	2.1.1 Design and implement governance systems within the shire that are culturally responsive and ensure communities have effective local democratic structures and representation
		2.1.2 Undertake ongoing engagement with shire Communities to ensure their input in the design of local governance structures and services
		2.1.3 Manage governance of the Central Darling region in co-operation with other existing governance systems including those provided by Local Area Land Councils and the Murdi Paaki Regional Assembly and Community Working Parties
		2.1.4 Ensure that governance of the shire is focused on the effective planning and delivery of adequate and appropriate services and facilities to local communities
5 Rural and Urban Land Use	5.1 Land availability for housing	5.1.1 Ensure the Local Environment Plan is developed to reflect local housing needs
6 Infrastructure and Services	6.5 Local services	6.5.1 Ensure the planning and provision of services to Central Darling Shire communities reflects current and future community needs

	6.5.2 Undertake appropriate interagency liaison and ongoing engagement with local communities to facilitate a detailed understanding of existing communities and their current and future needs
--	---

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Positive
<b>Environmental</b>	Positive
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

The program has been funded through NSW State Government's Local Drought Stimulus Package.

**Policy, Legal and Statutory Implications:**

To allocate legal street addresses across the Central Darling Shire Council area.

**Risk Management - Business Risk/Work Health and Safety/Public:**

To assist emergency services to accurately locate residents dwelling in a case of an emergency.

**OPTIONS:**

N/A

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

N/A

**External Exhibition:**

The draft rural and urban address project information was on public exhibition between August 22 and October 3, 2022, and a further exhibition period from 12 December 2022 until 6 February 2023. This was followed by resident technical information sessions carried out by council staff and the GIS consultant in White Cliffs, Wilcannia, Ivanhoe and Menindee.

**Attachments:**

NIL

### 11.3 ALLOCATION OF NAMES FOR UNNAMED ROADS FOR THE CENTRAL DARLING SHIRE COUNCIL AREA

**FILE NUMBER:** GD24/2526  
**REPORT AUTHOR:** SENIOR PLANNER  
**RESPONSIBLE DIRECTOR:** DIRECTOR SHIRE SERVICES

---

#### **EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to allocate names to the 24 unnamed roads, streets and lanes across the Central Darling Shire Council area for legal purposes and to finalise the urban and rural addressing project.

As part of the Urban and Rural Addressing Project, numbers / addresses have been allocated to lots that are located on lanes, streets and roads that have no names that are not yet gazetted but in use.

This list of lanes, streets and roads was previously exhibited on Councils website for 28 days, with no comments received. Council will undertake further consultation for community comment on the allocated names by public consultation.

Following public consultation, council will then submit the proposed names to the Geographical Names Board.

The final aim is to legalise by gazettal all of the lanes, streets and roads names that have newly allocated street number/ addresses.

#### **RECOMMENDATION:**

That Council will:

1. Receive the report.
2. Endorse community consultation for the allocation of 24 names to the roads, streets and lanes, referred in the attachment of this report.
3. Following Public consultation and no comments received, endorse the allocation of names to the unnamed roads, streets and lanes across the Central Darling Shire Council to The Geographical Names Board (GNB).
4. Further endorse the future gazettal of the 24 new names for councils' roads, streets and lanes across the Local Government area, referred in the attachment of this report.

#### **BACKGROUND:**

Council as part of the Urban and Rural Addressing Project, intends to gazette the names of existing and new lane, street and road names that are being allocated for the new street numbers across the Central Darling Shire Council area. This is to meet the legal requirements for Central Darling Shire Council to legalise the street numbers and new and allocated lane, street and road names.

To legalise the 24 lane, street and road names, Council will firstly exhibit this list of names for comment. Following the exhibition, Council proposes to submit a list of existing lane, street and road names along with a list of lane, street and road with no current names for review of the Geographical Names Board.

Under the *Roads Act 1993* the Council of a local government area and the Roads and Maritime Service (RMS) are the road naming authorities. The Geographical Names Board (GNB), under the authority of the Surveyor-General, is a relevant party and must be notified of any new road names.

Road naming authorities must adhere to the procedure outlined in the *NSW Road Regulation 2018* and policy outlined in the NSW Address Policy and User Manual.



**PROCESS:**

Council has completed the Urban and Rural Addressing Project, which includes the allocation of the new names to unnamed roads, streets and lanes across the Central Darling Shire Council area.

To legalise the new allocated road, street and lane names, the first step in the process, is to submit to Council for approval the public exhibition of the proposed new lane, street and road names. The exhibition process will be for a minimum of 28 days.

Following the exhibition, the process to legalise the lane, street and road names is for Council to submit a list of existing and new allocated lane, street and road names for review by the Geographical Names Board.

**LINKS TO THE COMMUNITY STRATEGIC PLAN AND DELIVERY PROGRAM AND OPEARTIONAL PLAN:**

Focus/Goals/Objectives	Strategic Area	Actions	
1 Community and Culture	1.1 Housing	1.1.1 Complete a condition assessment of existing housing stock in Wilcannia and Menindee	
		1.1.2 Undertake a gap analysis to assess existing housing stock in Wilcannia and Menindee and identify current and future housing needs including diversity of housing stock	
	1.2 Services and facilities for children and young people	1.2.1 Increase local programs, activities and facilities to minimise the incidence of local crime and antisocial behaviour initiated by children and young people	
		1.2.3 Increase the provision of services for children and young people who encounter domestic violence and abuse	
	1.3 Services and facilities for and aging population	1.3.1 Ensure that long-term health and medical service planning in the shire takes account of the local aging population	
		1.3.2 Provide appropriate services and facilities to meet the mobility needs of older people	
		1.3.3 Ensure the availability of a range of local services to address home support needs of older people	
	2 Local & Regional Governance	2.1 Shire governance	2.1.1 Design and implement governance systems within the shire that are culturally responsive and ensure communities have effective local democratic structures and representation
			2.1.2 Undertake ongoing engagement with shire Communities to ensure their input in the design of local governance structures and services
2.1.3 Manage governance of the Central Darling region in co-operation with other existing governance systems including those provided by			

		Local Area Land Councils and the Murdi Paaki Regional Assembly and Community Working Parties
		2.1.4 Ensure that governance of the shire is focused on the effective planning and delivery of adequate and appropriate services and facilities to local communities
	2.2 Aboriginal communities decision-making and representation	2.2.2 Ensure that planning and provision of services to local Aboriginal communities reflects current and future needs
4 Local Economy	4.3 Tourism	4.3.1 Provide ongoing support to existing local tourism associations and ensure cultural diversity
		4.3.5 Identify and pursue opportunities to use digital technologies to promote tourism across the shire
5 Rural and Urban Land Use	5.1 Land availability for housing	5.1.1 Ensure the Local Environment Plan is developed to reflect local housing needs
		5.1.2 Identify land areas in Wilcannia, Menindee and Ivanhoe for new housing development
6 Infrastructure and Services	6.3 Local and regional roads	6.3.1 Ensure ongoing rural and regional equity of access
		6.3.2 Develop and maintain the Central Darling Shire Roads Hierarchy and Service Levels plan
		6.3.3 Maintain an annual schedule of road works according to the Asset Management Plan
		6.3.4 Ensure ongoing funding to provide road maintenance and upgrade services across the shire
		6.3.5 In partnership with neighbouring councils, advocate for additional funding for the sealing of priority roads throughout the shire and the region according to the Regional Transport Plan
		6.3.6 Increase and expand road signage for tourism

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Positive
<b>Environmental</b>	Positive
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

This project is a follow on project from the Urban and Rural Addressing Project. Funds will be required to complete this project.

**Policy, Legal and Statutory Implications:**

Council is required to legalise the road, street and lane names across the Central Darling Local Government Area, as part of the allocation of the street numbers.

**Risk Management - Business Risk/Work Health and Safety/Public:**

To complete the Urban and Rural Addressing project Council is required to legalise the existing and 24 new allocated road, street and lane names. This will assist the identification of property addresses in case of an emergency and for the legal identification of dwellings, buildings and land use across the Central Darling Shire Council area.

**OPTIONS:**

Council is required to legalise the names of the roads, streets and lanes across the Central Darling Shire Council area.

**COUNCIL SEAL REQUIRED:**

No




**COMMUNITY ENGAGEMENT AND COMMUNICATION:****Internal Exhibition:**

No

**External Exhibition:**

An external exhibition for a minimum of 28 days is required for community consultation on the 24 new allocated names for the roads, streets and lanes across the Central Darling Shire Council area.

**Attachments:**

1. [Draft road names for unnamed roads](#) ↓ 
2. [Map-White Cliffs draft road names](#) ↓ 
3. [Map-Wilcania and Mossgeil draft road names](#) ↓ 

**11.4 ROADS AND AERODROMES**

**FILE NUMBER: GD24/2734**  
**REPORT AUTHOR: DIRECTOR SHIRE SERVICES**  
**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 Transport for NSW (TfNSW) 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).

2023/24 RMCC Routine Maintenance allocation is: \$1,200,506.

2023/24 RMCC Works Orders value is \$1,812,802.

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining budget</b>
Routine	\$1,200,506	54%	\$550,890
WO	\$1,812,802	96%	\$67,601

**Regional Roads**

Council maintains 790km of Regional Roads throughout the Shire.

2023/24 Regional Road Block Grant amount (including roads, traffic and supplementary components) is \$2,919,000

2022/23 Regional Roads Repair Program was successful with \$400,000 funding of the \$800,000 total cost. MR68C Pooncarie Rd, reconstruct and seal 2.64km of failed pavement which is

programmed for completion by November 2023. Wet weather and flooding delayed construction for several months.

The Regional and Local Roads Repair Program allocation is programmed for completion by June 2024 with \$1,960,000 allocated for unsealed formation improvements for Regional Roads.

The Pooncarie Rd Initial Seal Project is programmed for completion by June 2024. 54km have now been sealed of the 61km. The remaining earthworks, including Karoola realignment, are in progress. The structures are now programmed for completion first quarter of 2024. The pavement and verge damage sustained as part of the earlier flood events have now been approved by TfNSW and are in progress

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
Regional Road Block Grant	\$2,919,000	65%	\$1,013,273
Regional Roads Repair Program 2022/23	\$800,000	99%	\$7,821
RLRRP – Regional Roads	\$1,960,000	42%	\$1,132,181
Pooncarie Rd IS project	\$39,600,000	90%	\$4,002,491

**Local Roads**

Council maintains 1600km of Local Roads throughout the Shire.

2023/24 Operating budget is \$1,994,730 funded from the Financial Assistance Grant (FAG) – Local Roads Component.

2022/23 Roads to Recovery (R2R) allocation is \$1,001,818. Two capital improvement projects were carried over to this financial year due to flooding and construction delays.

2023/24 Roads to Recovery (R2R) allocation is \$1,001,818. Three capital improvement projects are programmed for completion by June 2024.

The Regional and Local Roads Repair Program allocation is programmed for completion by June 2024 with \$2,314,021 allocated for unsealed formation and pavement improvements for Local Roads.

An additional \$6,113,728 granted under the Regional and Local Roads Repair Funding has been received. A report to Council detailing works program and funding allocations will be presented to Council early 2024.

Fixing Local Roads (FLR Rd 3) Program was successful for funding of \$1,860,000 with contribution amount of 10% to complete the realignment, construction, and seal of the ring road around Smiths Hill, White Cliffs. Completion programmed for December 2023

The Local Roads and Community Infrastructure Program Phase 3 (LRCI Rd 3) included allocation of \$1,600,000 to complete the realignment, construction, and seal of the ring road around Turleys Hill, White Cliffs. Completion programmed for December 2023

The Fixing Local Roads Pothole Repair Round (Program) has been developed to provide funding for local and regional roads across regional and rural NSW. Council applied to TfNSW for funding to address priority potholes on local roads and regional roads. The application for funding has been successful and the pothole repair work will be carried out by Council as the asset owner in accordance with the terms of the Program and the Deed received Mon 5 December 2022.

Fixing Local Roads (FLR Rd 4) Program was successful for funding of \$2,343,471 with contribution amount of 10% to complete the realignment, construction, and seal of the Racecourse Road Menindee. Initial survey and Environmental works have commenced.

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
<b>Local Roads Component (FAG)</b>	\$1,994,730	78%	\$431,795
<b>Mandalay Rd Floodways (R2R)</b>	\$750,000	40%	\$446,482
<b>Wilc-Menindee East Rd Formation (R2R)</b>	\$251,818	100%	\$0
<b>Ivanhoe-Menindee Rd RCBC (R2R)</b>	\$400,000	5%	\$378,124
<b>Wilc-Menindee East Rd RCBC (R2R)</b>	\$201,818	0%	\$201,442
<b>Teryawynia-Ashmont Rd RCBC (R2R)</b>	\$400,000	1%	\$397,969
<b>Smith's Hill White Cliffs (FLR Rd 3)</b>	\$1,860,000	100%	\$0

<b>Turley’s Hill White Cliffs (LRCI Rd 3)</b>	\$1,600,000	78%	\$347,156
<b>Racecourse Rd (FLR Rd 4)</b>	\$2,343,471	3%	\$2,270,407
<b>Fixing Local Roads – Pothole Repair Round</b>	\$821,414	100%	\$0
<b>RLRRP – Local Roads</b>	\$2,314,021	74%	\$604,139
<b>Regional &amp; Local Roads Repair Funding</b>	\$6,113,728	0%	\$6,113,728

**Aerodromes**

Council maintains 6 aerodromes throughout the Shire: Wilcannia, Menindee, Ivanhoe, White Cliffs, Tilpa and Emmdale.

Council’s application under the Remote Aerodrome Upgrade Program (RAUP) Rd 9 was successful. Emmdale aerodrome bore supply and grading works will receive \$52,750 being 50% of the project costs will be funded by the Federal Govt. The remaining 50% will be funded by Council.

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
<b>Aerodromes R&amp;M</b>	\$246,000	29%	\$175,708

**Attachments:**

NIL

**11.5 SERVICES**

**FILE NUMBER:** GD24/2735  
**REPORT AUTHOR:** DIRECTOR SHIRE SERVICES  
**RESPONSIBLE DIRECTOR:** DIRECTOR SHIRE SERVICES

**EXECUTIVE SUMMARY:**

The purpose of this report is to provide an update on the services expenditure on all associated assets within the Central Darling Local Government Area.

**RECOMMENDATION:**

That Council will:

1. Receive and note the report

**REPORT:**

**Services Operational:**

The table below reflects budgets and expenditure to date for each operational area.

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
Parks & Gardens/ Sporting Facilities	\$137,500	109%	-\$12,138
Ancillary Works	\$226,000	14%	\$193,476
Street Cleaning/Bins	\$280,000	74%	\$74,191
Buildings	\$312,550	33%	\$210,597
Swimming Pools	\$331,400	90%	\$34,151
Domestic Waste	\$202,500	125%	-\$51,133

Note:

That expenditure detailed for Parks and Gardens includes \$37,178.51 of capital expenditure incurred as part of the Ivanhoe Oval precinct upgrade works. This will be journalled out and amended for the next meeting.

That extensive landfill remediation works were necessary at Ivanhoe, Wilcannia and Menindee. A large portion of expenditure has been incurred as part of D10 Dozer works in this regard. Waste budget will be reviewed and any necessary changes reported as part of quarterly budget reviews.

**Services Capital:**

There are a variety of capital services infrastructure improvements programmed this year which are detailed in the Grants Register section of this Agenda.



**Attachments:**

NIL

**11.6 WATER AND SEWER**

**FILE NUMBER: GD24/2736**  
**REPORT AUTHOR: DIRECTOR SHIRE SERVICES**  
**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 and all assets within 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. Estimated supply once weir stops flowing is 6 months. There are three emergency bores equipped for use for town supply, one of which is in poor condition due to iron and manganese corrosion of bore casing and headworks. Repairs have now been completed
- White Cliffs town water supply is sourced from Wakefield Tank. Wakefield Tank and other smaller catchments were replenished by recent rainfall events, storage supply is estimated 12 months’ supply remaining. There is no emergency supply for White Cliffs, water carting is necessary in the event of nil rainfall and depleted catchments.
- Ivanhoe town water supply is currently being sourced from Morrison’s Tank. Morrison’s Tank capacity, 250 megalitres. 10 months’ supply remaining. Ivanhoe has 5 emergency bores equipped for use for town supply.
- The Aboriginal Communities Water and Sewer Program contributes to Councils operational costs for services supplied to the Wilcannia Mallee and Waralli precincts.

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
Wilcannia Water	\$479,500	67%	\$158,797
Wilcannia Sewer	\$230,000	51%	\$112,771
White Cliffs Water	\$181,200	41%	\$107,806
Ivanhoe Water	\$335,700	55%	\$151,858
Tilpa Water	\$23,000	203%	-\$23,801
Aboriginal Communities Water and Sewer program	\$144,770	35%	\$94,537

**Water and Sewer Capital Works**

- Sewer Pump Well Upgrade Works are nearing completion in Wilcannia. The new diesel generator pump units are designed to automatically start if existing pump infrastructure fails, reducing the risk of an overflow event.

The works are being completed by Pensar, a company engaged by DPE Water Group as part of the new Wilcannia Weir Project

- Council resolved to award tender to SNG Engineering to complete the White Cliffs WTP project. Initial civil works have been completed by Council including site clearing and shaping, lagoon excavations, tank pads, building slabs and associated plumbing works.

SNG Engineering submitted program will see the on site works commence March 2024 and completion November 2024.

- The White Cliffs Reticulation works commenced 22 May 2023 and have been in progress to date. Approximately 60% of the town reticulation upgrade length have been completed.

Council is liaising with both Federal and State funding agencies to source additional funding to enable Council to complete the White Cliffs original funding deed scope of works and the new Water Treatment Plants at Ivanhoe and Wilcannia.

White Cliffs WTP, Reticulation, Rising Main and Reservoir Augmentation works are currently funded by Restart NSW. Ivanhoe and Wilcannia WTP's are funded by the Safe and Secure Water Program.

- Tilpa Village emergency water supply works including a 17km pipeline and bore were completed by June 2023. Further water quality testing is required and possible water treatment and storage options are being investigated
- Smart meters and valve replacements are scheduled for 2023/24 in Ivanhoe and Wilcannia.
- Asbestos Cement (AC) mains replacement works have been completed in Wilcannia
- Electrical switchboards at Ivanhoe, Morrisons Lake inlet and storage, will be replaced and be upgraded. This will ensure smooth operation, better control, and proper maintenance of raw water assets for Ivanhoe township. An experienced and well-referenced contractor is engaged to deliver the job.

The table below reflects expenditure for Capital Projects.

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
White Cliffs WTP and Retic	\$5,500,000	64%	\$1,974,928
Wilcannia WTP	\$3,500,000	43%	\$1,995,337
Ivanhoe WTP	\$2,500,000	42%	\$1,440,989
Smart Meters	\$50,000	0%	\$50,000

AC Main Replacements	\$150,000	100%	\$0
Tilpa Reservoir	\$50,000	0%	\$50,000
Ivanhoe Raw Water Switchboard Upgrades	\$75,000	0%	\$75,000

**Attachments:**

NIL

**11.7 SEWER DIESEL PUMPS - ASSET ASSIGNMENT AND HANDOVER****FILE NUMBER: GD24/2784****REPORT AUTHOR: DIRECTOR SHIRE SERVICES****RESPONSIBLE DIRECTOR: GENERAL MANAGER**

---

**EXECUTIVE SUMMARY:**

The purpose of this report is to provide Council with information relating to the asset handover and assignment of two (2) new Diesel Pump units and associated valves, fittings and controls used in Council's sewer pump stations.

**RECOMMENDATION:**

That Council will:

1. Receive the report
2. Agree in Principle to the assignment and asset handover of two (2) new diesel pumps for sewer infrastructure and proceed with documentation for assignment and asset handover with the Department of Climate Change, Energy, the Environment and Water (DCCEEW), and the department's Water Group.
3. Delegate authority to the General Manager to sign all documentation required to enable the transfer of assets.
4. Affix the Common Seal of Council, if required, for final agreement
5. Appoint DCCEEW – Water Group as its agent to manage the warranty periods under the Supply Contract and Construction Contract

**BACKGROUND:**

DCCEEW, formerly Water Infrastructure NSW, completed an Environmental Impact Study (EIS) for the new weir. The EIS findings and early planning pathway requirements indicated that stormwater mitigation measures were required for the township of Wilcannia. Specifically, measures implemented to reduce potential contamination of the weir pool by contaminated stormwater inflows.

Early meetings with Council for preferred options to mitigate risk of sewer pump station overflow events took place and an options paper was produced. Following detailed analysis, the preferred option was identified as emergency Diesel Pump units.

DCCEEW sought tenders via the open tender method and entered the following to undertake the works:

1. Goods and services contract with Hydro Innovations Pty Ltd for supply of two Gorman-Rupp (Manufacturer) diesel pump sets on or about 16 November 2022 (Supply Contract); and
2. Construction contract with Pensar Water Pty Ltd for completion of the works on or about 7 August 2023 (Construction Contract).

**REPORT:**

Hydro Innovations supplied the units and Pensar have now installed the units at Pump Station 1, Hood Street and Pump Station 2, Martin Street.

At the time of writing this report, Pensar were on site finalising installations for the testing and commissioning phase.

The Manufacturer provided a limited 5 year warranty in relation to the goods (Manufacturer's Warranty).

DCCEEW – the departments Water Group, intends to:

1. Assign the full benefit of the:
  - a) Construction Contract;
  - b) Supply Contract; and
  - c) Manufacturer's Warranty;
  
2. Continue managing the warranty periods under the Supply Contract and Construction Contracts, for which Council will need to appoint DCCEEW as its agent for this purpose.

DCCEEW, the departments Water Group, is preparing draft documentation required for handover of the works, to effect the assignment as above and also appoint DCCEEW, the departments Water Group, as Council's agent.

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

<b>Focus/Goals/Objectives</b>	<b>Strategic Area</b>	<b>Actions</b>
3 Natural Environment	3.1 The Baaka / Darling River, Menindee Lakes and Willandra Creek	3.1.7 Create protection zones along the river to preserve the riverside environment and Aboriginal cultural heritage near Wilcannia and Menindee
6 Infrastructure and Services	6.2 Drinking water	6.2.1 Ensure that water treatment plants under council's management are well-maintained and comply with Australian Drinking Water Guidelines
		6.2.4 Identify and secure funding to upgrade and improve water treatment plants within the shire

**SUSTAINABILITY ASSESSMENT:**

	<b>Assessment</b>
<b>Social</b>	Positive
<b>Environmental</b>	Positive
<b>Economic</b>	Negative
<b>Governance</b>	Positive

**Financial and Resource Implications:**

Asset component costs have been sought by DCCEEW – Water Group, as provided below.

SPS 1:

Item	Asset Item	Replacement Value (\$) Excl GST	Design Life (~Years)
1	Mechanical – pipework, valves and pumps <ul style="list-style-type: none"> <li>• Pipework</li> <li>• Valves</li> </ul>	\$10,500.00	Valves – 25 years Pipe – 50 years
2	Electrical / SCADA and Controls <ul style="list-style-type: none"> <li>• Controls</li> <li>• SCADA</li> </ul>	\$5,000.00	Hardware – 10-15 years Software - infinite
3	Pumps	\$72,500.00	20 years
4	Perimeter Fencing	\$4,950.00	40 years

SPS 2:

Item	Asset Item	Replacement Value (\$) Excl GST	Design Life (~Years)
1	Mechanical – pipework, valves and pumps <ul style="list-style-type: none"> <li>• Pipework</li> <li>• Valves</li> </ul>	\$11,500.00 ex GST	Valves – 25 years Pipe – 50 years
2	Electrical / SCADA and Controls <ul style="list-style-type: none"> <li>• Controls</li> <li>• SCADA</li> </ul>	\$5,000.00 Ex GST	Hardware – 10-15 years Software - infinite
3	Pumps	\$72,500.00 Ex GST	20 years
4	Perimeter Fencing	\$4,950.00 ex GST	40 years

If the transfer of assets were to proceed, the new assets, components, useful life and depreciation costs will be added to Council’s asset register.

There will be a small increase to operational costs. Operators are required to visit the Sewer pump wells monthly for inspection and cleaning. The pumps will need to be started and run for 10 minutes to ensure batteries remain charged and diesel is replenished.

**Policy, Legal and Statutory Implications:**

Council is the owner of the land on which the assets are located and Council is the Water Authority, responsible for sewer in Wilcannia.

**Risk Management - Business Risk/Work Health and Safety/Public:**

Tubular steel perimeter fencing has been installed at both pump station sites to keep the public out of the new pump sites.

**OPTIONS:**

Report back to Council once the draft Deed of Handover and Assignment, and Notice of Assignment documents have been agreed and available for execution.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

N/A

**External Exhibition:**

N/A

**Attachments:**

NIL



## 12 MINUTES OF COMMITTEE MEETINGS

### 12.1 WCCA MINUTES FOR 12TH JANUARY AND 12 FEBRUARY 2024

**FILE NUMBER:** GD24/2631  
**REPORT AUTHOR:** EXECUTIVE ASSISTANT  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

---

#### **RECOMMENDATION:**

1. That the Minutes of the White Cliffs Community Association 355 Committee (WCCA) held on 12/01/2024 be received and noted.
2. That the Minutes of the AGM White Cliffs Community Association 355 Committee (WCCA) held on 12/02/2024 be received and noted.

#### **Attachments:**

1. [MINUTES FOR WCCA MEETING HELD 12TH JANUARY 24](#)  
2. [WCCA -12th February AGM and General committee minutes](#)  

**12.2 MENINDEE COMMON TRUST**





**FILE NUMBER:** GD24/2692  
**REPORT AUTHOR:** GENERAL MANAGER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

---

**RECOMMENDATION:**

1. That the Minutes of the Menindee Common Trust (355 Committee) held on 3 February 2024 be received and noted.
2. That the Minutes of the AGM for Menindee Common Trust (355 Committee) held on 3 February 2024 be received and noted.
3. That applications for Menindee Common Trust (355 Committee) volunteer applications and enrolment for commoner be received and noted.

**Attachments:**

1. [Menindee Common Trust General Meeting minutes](#) ↓ 
2. [Menindee Common Trust AGM minutes](#) ↓ 
3. [Menindee Common Trust -Volunteer applications](#) ↓ 
4. [Menindee Common Trust- Commoner applications](#) ↓ 

**12.3 WHITE CLIFFS HALL COMMITTEE AGM**

**FILE NUMBER: GD24/2712**

**REPORT AUTHOR: EXECUTIVE ASSISTANT**

**RESPONSIBLE DIRECTOR: GENERAL MANAGER**

---

**RECOMMENDATION:**

1. That the Minutes of the White Cliffs Hall Committee held on 02/12/2023 be received and noted.

**Attachments:**

1. [White Cliffs Hall Committee AGM Minutes 2/12/2023](#)  

## **13 RESOLUTION TRACKER**

### **13.1 RESOLUTION TRACKER - JANUARY 2024**

**FILE NUMBER: GD24/2629**  
**REPORT AUTHOR: EXECUTIVE ASSISTANT**  
**RESPONSIBLE DIRECTOR: GENERAL MANAGER**

---

#### **RECOMMENDATION:**

1. That the Resolution Tracker from the Ordinary Council Meeting held on 13/12/2023 be received and noted and any amendments be noted.

#### **Attachments:**

1. [RESOLUTION TRACKER JANUARY 2024](#) ↓ 

## 14 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.

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.

### RECOMMENDATION:

That Council Meeting move 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.:

#### 14.1 Transfer of Land and Payment of \$25,000 in Full Settlement of Outstanding Rates and Charges - State of the late Robert John Wilson - 137 Hood Street Wilcannia and 139 Hood Street Wilcannia

**FILE NUMBER:** GD23/18706

**REPORT AUTHOR:** ACTING RATES OFFICER

**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

---

Item 14.1 is confidential under the Local Government Act 1993 Section 10A(2) - (c) as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

#### 14.2 Plant Hire Rates 2024 - 2026

**FILE NUMBER:** GD24/2722

**REPORT AUTHOR:** DIRECTOR SHIRE SERVICES

**RESPONSIBLE DIRECTOR:** DIRECTOR SHIRE SERVICES

---

Item 14.2 is confidential under the Local Government Act 1993 Section 10A(2) - (c) as it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

#### 14.3 Cyber Security

**FILE NUMBER:** GD24/2781

**REPORT AUTHOR:** GOVERNANCE OFFICER

**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

---

Item 14.3 is confidential under the Local Government Act 1993 Section 10A(2) - (a) and (f) as it relates to personnel matters concerning particular individuals (other than councillors) and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

**RECOMMENDATION:**

That Council moves out of Confidential and back into Open Chambers.

## **15 MEETING CLOSE**

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

The next Ordinary Council Meeting will be held on Wednesday, 20 March 2024 in Council Chambers, 21 Reid Street, Wilcannia at 10:30 AM.

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE  
COUNCIL CHAMBERS, 21 REID STREET, WILCANNIA  
ON WEDNESDAY, 13 DECEMBER 2023**

**PRESENT:** Administrator, Bob Stewart

**IN ATTENDANCE:** Greg Hill (General Manager)  
John Carleton (Operations Manager)  
Kevin Smith (Finance Manager)  
Jane McEwan (Customer Service Manager)  
Darryl Telfer (Acting Rates Officer)  
Natalie Batson (Executive Assistant)  
Nerida Carr (Governance Officer)  
Gabrielle Johnston (Community Engagement)  
Shirley Burraston (Management Accountant)  
Uday Mamidala (Finance Officer)  
Glenda Dunn (Senior Planning Officer)

**1 OPENING OF MEETING**

The meeting was declared open at 9:00am

**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**

**3.1 APOLOGIES**

Nil

**3.2 LEAVE OF ABSENCE**

Nil

**4 DISCLOSURES OF INTEREST**

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

**RESOLVED: OCM 01-12-2023**

Mover: Administrator Bob Stewart

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

**CARRIED**



No declarations were received.

## **5 CONFIRMATION OF MINUTES**

### **5.1 PREVIOUS MEETING MINUTES**

#### **RESOLVED: OCM 02-12-2023**

Mover: Administrator Bob Stewart

That the minutes of the Ordinary Council Meeting held on 22 November 2023 be received and confirmed as an accurate record.

**CARRIED**

## **6 NOTICE OF MOTION**

Nil

## **7 MAYORAL (ADMINISTRATOR) MINUTE(S)**

### **7.1 MAYORAL MINUTE - DECEMBER 2023**

#### **RESOLVED: OCM 03-12-2023**

Mover: Administrator Bob Stewart

As per tabled report

**CARRIED**

## **8 FINANCIAL REPORTS**

### **8.1 PRESENTATION AND ADOPTION OF AUDITED FINANCIAL STATEMENTS 2022-23**

#### **RESOLVED: OCM 04-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report
2. Adopt the 2022-23 Audited Financial Statements and Audit Reports for the 2022-23 financial year.
3. Present the reports to the public, in accordance with *Sections 418 and 419 of the Local Government Act 1993*

**CARRIED**

### **8.2 CASH AND INVESTMENTS - NOVEMBER 2023**

#### **RESOLVED: OCM 05-12-2023**

Mover: Administrator Bob Stewart

That Council will

1. receive the report and note the report.

**CARRIED**

## **9 GOVERNANCE REPORTS**

### **9.1 VICTORY CARAVAN PARK OPERATIONS**

**RESOLVED: OCM 06-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report, with a further report will be provided to Council at July's 2024 Ordinary Council meeting on the operational performance of Victory Caravan Park.

**CARRIED**

### **9.2 CENTRAL DARLING HERITAGE TRAIL APP UPDATE**

**RESOLVED: OCM 07-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report.

**CARRIED**

### **9.3 APPOINTMENT OF ACTING GENERAL MANAGER**

**RESOLVED: OCM 08-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Appoint Mr. Nic Pasternatsky as Acting General Manager from Tuesday 26 December 2023 to Friday 2 February 2024, while the current General Manager takes annual leave.
3. The delegations held by Mr Gregory Hill be transferred to Mr Nic Pasternatsky during that period.

**CARRIED**

### **9.4 LOCAL GOVERNMENT ELECTION-SEPTEMBER 2024-ELECTORAL COMMISSION AGREEMENT**

**RESOLVED: OCM 09-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. The Central Darling Shire Council resolves pursuant to ss. 296(2) and (5) of the *Local Government Act 1993* (NSW) ("LG Act") that:
  - (a) an election arrangement is to be entered into for the Electoral Commissioner to administer the ordinary election of councillors for Central Darling Shire Council which is to be held on the second Saturday of September 2024 in accordance with s. 287 of the LG Act, or on such day as ordered by the Minister in accordance with s. 288 of the LG Act; and
  - (b) such electoral arrangement will be entered into by contract between the Electoral Commissioner and the Council.

**CARRIED**

#### **9.5 COST OF CONDUCTING LOCAL GOVERNMENT ELECTIONS AND EXPENSES TO MAYOR AND COUNCILLORS**

**RESOLVED: OCM 10-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. The Administrator and General Manager seek financial assistance from the State Government to support the reintroduction of Elected Members.

**CARRIED**

#### **9.6 ANNUAL CODE OF CONDUCT COMPLAINTS STATISTICS 2022-2023**

**RESOLVED: OCM 11-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report

**CARRIED**

#### **9.7 DRAFT PUBLIC INTEREST DISCLOSURES POLICY VERSION ONE**

**RESOLVED: OCM 12-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Rescind the superseded Internal Reporting Policy.
3. Adopt the draft Public Interest Disclosures Policy.

**CARRIED****9.8 COMMUNITY ENGAGEMENT UPDATE****RESOLVED: OCM 13-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report

**CARRIED****9.9 REVIEW OF COUNCILLOR-STAFF INTERACTION POLICY****RESOLVED: OCM 14-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report, and
2. Adopt the revised Councillor-Staff Interaction Policy.

**CARRIED****10 CUSTOMER SERVICE REPORTS**

Nil

**11 SHIRE SERVICES REPORTS****11.1 ENVIRONMENTAL SERVICES UPDATE****RESOLVED: OCM 15-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report

**CARRIED****11.2 ROADS AND AERODROMES****RESOLVED: OCM 16-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report

**CARRIED**

**11.3 SERVICES****RESOLVED: OCM 17-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report

**CARRIED**

**11.4 WATER AND SEWER****RESOLVED: OCM 18-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report

**CARRIED**

**11.5 PLANT HIRE RATES 2024 - 2026 TENDER METHOD****RESOLVED: OCM 19-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report
2. Select the Open Tender method for the Plant Hire Rates Contract 2024 to 2026
3. Endorse the Standing Order Deed and Conditions of Contract
4. Advertise tender opening period from 14 December 2023 to 31 January 2024 and formally invite existing registered contractors to submit new tenders.

**CARRIED**

**11.6 DRAFT CENTRAL DARLING DEVELOPMENT CONTROL PLAN****RESOLVED: OCM 20-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report
2. Endorse the commencement of consultation on the Draft Central Darling Development Control Plan 2024.
  - (a) Note that the required exhibition period for the draft development control plan is 28 days.
    - (i) Endorse the public exhibition of the Draft Central Darling Development Control Plan 2024 in February 2024.

**CARRIED**

## 12 MINUTES OF COMMITTEE MEETINGS

### 12.1 ARIC MEETING MINUTES 22/11/2023

**RESOLVED: OCM 21-12-2023**

Mover: Administrator Bob Stewart

1. That the Minutes of the ARIC Meeting held on 22/11/2023 be received and noted. **CARRIED**

## 13 RESOLUTION TRACKER

### 13.1 RESOLUTION TRACKER - NOVEMBER 2023

**RESOLVED: OCM 22-12-2023**

Mover: Administrator Bob Stewart

1. That the Resolution Tracker from the Ordinary Council Meeting held on 22/11/2023 be received and noted and any amendments be noted.

**CARRIED**

## 14 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 9:32am.

**RESOLVED: OCM 23-12-2023**

Mover: Administrator Bob Stewart

That Council move 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.:

### 14.1 2024 Outstanding Community Service Awards Nominations

Item 14.1 is confidential under the Local Government Act 1993 Section 10A(2) - (d) and (f) as it relates to commercial information of a confidential nature that would, if disclosed:

- (i) prejudice the commercial position of the person who supplied it, or
- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret

and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

**CARRIED**

**RESOLVED: OCM 24-12-2023**

Mover: Administrator Bob Stewart

That Council moves out of Confidential and back into Open Chambers.

**CARRIED**

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

**14.1 2024 OUTSTANDING COMMUNITY SERVICE AWARDS NOMINATIONS**

**RESOLVED: OCM 25-12-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Endorse the 2024 Central Darling Shire Council Outstanding Community Service Awards being awarded to:
  - (a) **Citizen of the year**
  - (b) **Young Citizen of the Year**
  - (c) **Service to the Community**
  - (d) **Special Recognition – Service to Community**
  - (e) **Outstanding Local Event**
3. That the names of the nominated parties be kept confidential until 1am on the day of 26<sup>th</sup> January 2024.

**CARRIED**

**15 MEETING CLOSE**

There being no further business to discuss, the meeting was closed at **9:41am**.

The minutes of this meeting were confirmed at the Ordinary Council Meeting of the Central Darling Shire Council held on Wednesday, 28 February 2024.

.....  
**ADMINISTRATOR**



## LGNSW Cost Shifting Report –

# How State Costs Eat Council Rates





© Morrison Low

Except for all client data and factual information contained herein, this document is the copyright of Morrison Low. All or any part of it may only be used, copied or reproduced for the purpose for which it was originally intended, except where the prior permission to do otherwise has been sought from and granted by Morrison Low. Prospective users are invited to make enquiries of Morrison Low concerning using all or part of this copyright document for purposes other than that for which it was intended.



## Contents

Contents	i
Tables	i
Figures	ii
1 Executive Summary	1
2 Background	3
2.1 What is cost shifting?	3
2.2 Cost shifting and the rate peg	4
2.3 This report	4
3 Findings	5
3.1 Emergency service contributions and obligations	8
3.2 Waste levy	16
3.3 Rate exemptions	19
3.4 Regulatory functions	22
3.5 Funding programs	24
3.6 Pensioner rebates	26
3.7 Service gaps	28
3.8 Other cost shifts	29
3.9 Future survey considerations	30
4 About the survey	32
4.1 Development of the survey	32
4.2 Conducting the survey	32
4.3 Responses to the survey	32
4.4 Data validation and analysis	32

## Tables

Table 1 Cost for rate exemptions	22
Table 2 Cost for increased regulatory functions that cannot be recovered through fees and charges	24
Table 3 Cost for services provided by Council as a result of a State or Federal service gap or market failure	29



## Figures

Figure 1	2021–22 cost shifting components	2
Figure 2	2021–22 cost shifting components	6
Figure 3	Total cost shift by council classification	7
Figure 4	Cost shift per ratepayer by council classification	7
Figure 5	Emergency services contributions and obligations by council classification	9
Figure 6	Respondent councils with the highest emergency services contributions and obligations burden	9
Figure 7	Respondent councils with the highest emergency services contributions and obligations burden as a proportion of total operating expenditure	10
Figure 8	Respondent metropolitan and fringe councils with the largest ESL bill for 2021–22	11
Figure 9	Respondent regional and rural councils with the largest ESL bill for 2021–22	11
Figure 10	Respondent councils with the largest ESL bill as a proportion of total operating expenditure	12
Figure 11	Top 10 councils with the highest ESL bill in 2023–24	12
Figure 12	Top 10 councils with the highest 2023–24 ESL increase as a percentage of the rate revenue increase	13
Figure 13	Additional RFS contributions by council classification	14
Figure 14	RFS Depreciation Expense by council classification	15
Figure 15	Waste levy by council classification	17
Figure 16	Respondent councils with the highest waste levy	17
Figure 17	Waste levy area map	18
Figure 18	Rate exemptions by category	20
Figure 19	Rate exemptions by council classification	20
Figure 20	Average rate exemption for respondent councils as a proportion of rates revenue by council classification	21
Figure 21	Respondent councils with the highest rate exemptions as a proportion of rates revenue	21
Figure 22	Unfunded regulatory costs by category	22
Figure 23	Unfunded regulatory costs by council classification	23
Figure 24	Respondent councils with the largest regulatory cost as a proportion of total operating expenditure	23
Figure 25	Funding program costs shifted by category	25
Figure 26	Funding program costs shifted by council classification	25
Figure 27	Respondent councils with the largest funding program costs shifted as a proportion of total operating expenditure	26
<b>Figure 28</b>	<b>Average total pensioner rebates as a proportion of total rates revenue by council classification</b>	<b>27</b>
Figure 29	Service gap costs by council classification	28
Figure 30	Respondent councils with the highest service gap cost as a proportion of total operating expenditure	28
Figure 31	Other cost shifts by category	29



## 1 Executive Summary

Cost shifting remains one of the most significant challenges facing the NSW local government sector. As the peak organisation representing the interests of all 128 general purpose councils in NSW, as well as special purpose councils and related entities, Local Government NSW (LGNSW) regularly monitors the extent of cost shifting onto local government via its Cost Shifting Survey.

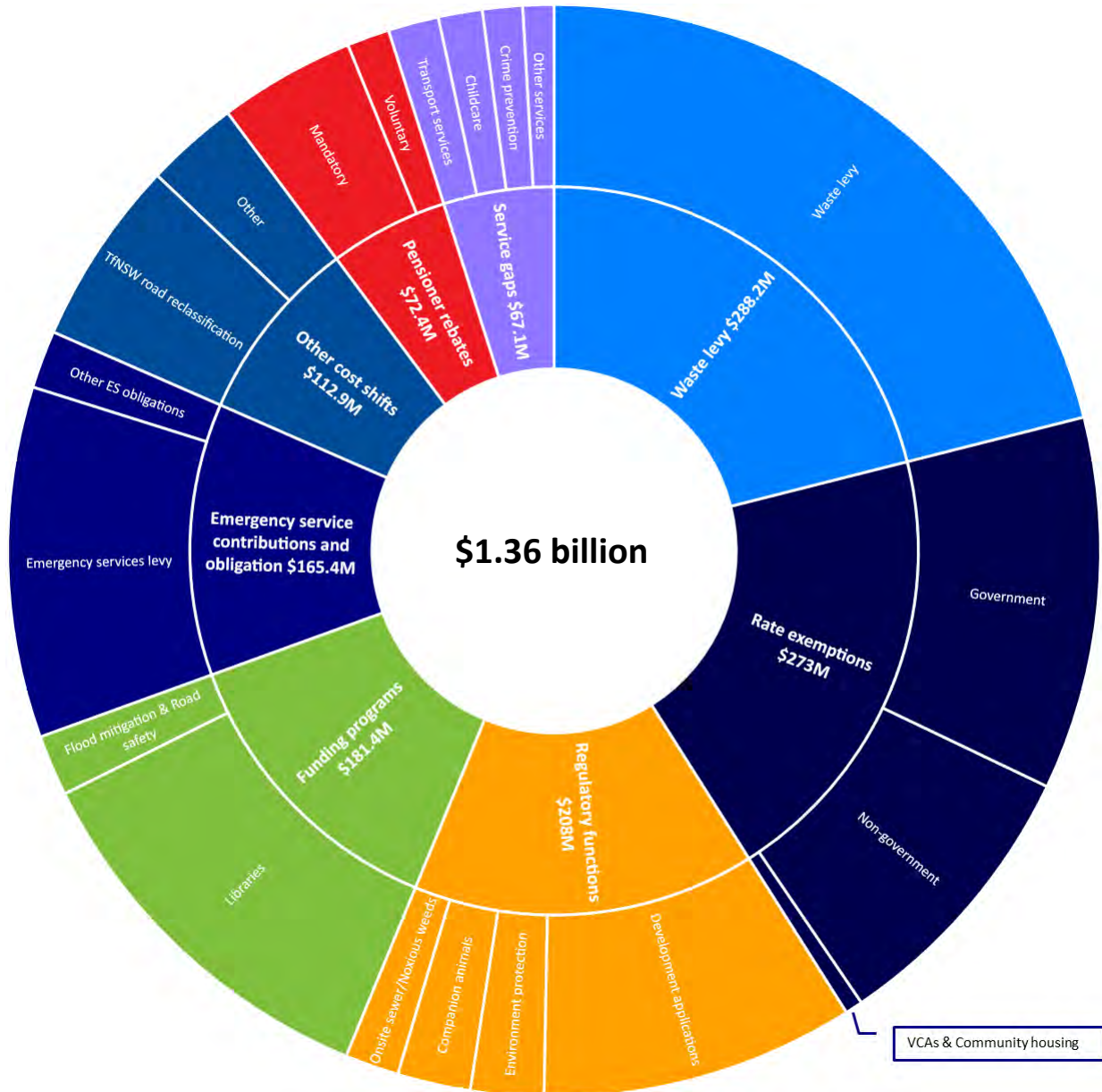
The 2021–22 Cost Shifting Survey has revealed that cost shifting totalled **\$1.36 billion** in 2021–22 (see figure on the next page), far exceeding historical records and representing an increase of \$540 million since the Cost Shifting Survey was last carried out in 2017–18. Alarmingly, the increase in cost shifting has been accelerated by various State Government policies, with the most significant examples of cost shifting in 2021–22 being:

- The **waste levy**, which remains the largest single contributor to cost shifting in NSW, totalling \$288.2 million, because the NSW Government did not fully reinvest the waste levy, paid by local councils, back into waste and circular economy infrastructure and programs.
- The **Emergency Services Levy** and associated **emergency service contributions**, which totalled \$165.4 million and represented the largest direct cost shift to local councils. In 2021–22, councils contributed \$142 million through the Emergency Services Levy, \$12.7 million through Rural Fire Service (RFS) obligations, and \$10.7 million in depreciation expenses on RFS assets.
- The NSW Government’s failure to fully reimburse local councils for mandatory **pensioner rate rebates**, resulting in councils losing \$55.2 million.
- The NSW Government’s failure to cover the originally committed 50 per cent of the cost of libraries operations, resulting in an additional \$156.7 million in costs to councils.

Local councils and their communities are facing unprecedented challenges. As they lead the recovery efforts from both the COVID pandemic and repeated natural disasters across much of NSW, local councils are also grappling with the same challenges affecting the State and Federal Governments, such as rising costs, increased economic uncertainty, and severe skills and labour shortages – all of which are impacting council budgets and affecting service and infrastructure delivery in local communities. The continual shifting of the obligations and costs for State and Federal functions and services onto local government coupled with a defective rate peg system, is only making the situation worse. In 2021-22, each ratepayer of NSW has approximately \$460.67 from councils’ rates eaten by state government costs.



Figure 1 2021–22 cost shifting components





## 2 Background

### 2.1 What is cost shifting?

Cost shifting describes a situation where the responsibility for, or merely the costs of, providing a certain service, concession, asset, or regulatory function is imposed onto local government from a higher level of government (Commonwealth or State Government) without the provision of corresponding funding or the conferral of corresponding and adequate revenue raising capacity other than out of general rates.

As the council cannot raise or receive sufficient revenue to fund the imposed service concession asset or function, cost shifting forces councils to divert funding collected from ratepayers away from planned projects or services that the council has committed to the community to deliver in its Delivery Program.

In NSW, cost shifting has taken a number of forms including:

- **The Emergency Service contributions:** Councils are required to fund 11.7 per cent of the cost of Fire & Rescue NSW, Rural Fire Service (RFS) NSW and the NSW State Emergency Service (SES) through an Emergency Service Levy (ESL). 73.7 per cent of emergency services costs is funded through insurance premiums and the remaining 14.6 per cent from the NSW Government's treasuries. Councils provide additional financial contributions to emergency services agencies in addition to the ESL.
- **The waste levy:** The waste levy is not as much a cost shift to councils as an invisible tax levied on ratepayers through councils. The waste levy is a levy paid by all waste facilities to the NSW Government, the cost of this levy is recovered through the waste collection fees levied by councils, in effect shifting the burden of this tax on to ratepayers.
- **Forced rates exemptions:** Councils are required to exempt government and other organisations from paying rates in the local government area. These organisations utilise local government services and infrastructure. As they are exempt from paying rates, the burden of the costs they incur is shifted to the ratepayers to fund. Examples of exempt organisations include government departments, private schools, and non-government social housing providers.
- **Imposing additional regulatory functions:** State and Federal levels of government implement or increase regulatory requirements through legislation that is then administered by local government. The costs of this new or increased regulatory function is often not funded by the determining level of government and councils must fund this through their own revenue sources including rates.
- **Cutting or failing to adequately continue to fund programs for services that need to continue:** Many funding programs announced by State or Federal government are required to be delivered by local government but are either not fully funded from their initiation or, if an ongoing initiative, funding is reduced over time leaving councils with the decision to either continue the program and make up the burden of the cost or cease the program entirely. An example of this in Libraries, where the original commitment from State Government was to fund 50 per cent of libraries cost, it now covers approximately 8 per cent of the total costs, leaving councils to fund an additional \$156.7 million to make up the difference.



- **Pensioner rebates:** Councils are required to provide pensioner rebates on rates and other charges, for which the State government only subsidises 55 per cent of the cost, the remaining 45 per cent is funded by other ratepayers.
- **Councils absorbing the costs of service and market gaps that should have been provided by State or Federal governments:** This is particularly an issue in rural and regional NSW, where councils often must step in to provide or support a service that is traditionally delivered either directly or through subsidised private providers. This can be for a diverse range of services from aged, disability or childcare through to medical services, education, or public transport services.

## 2.2 Cost shifting and the rate peg

Cost shifting has been a term used for many years to describe the cost impact on local government of decisions made at the State and Federal level. It is particularly relevant in NSW where a rate pegging system is applied to restrict how local government can raise rates revenue.

The issue of State and Federal decisions having a direct financial impact on local government exists in all States and territories of Australia to some extent. In many cases, local government can be the best and most efficient partner for State and Federal government to deliver its programs or services.

Challenges arise with respect to how the State and Federal initiatives are, or continue to be, funded. In States where there is not a rate pegging system in place, local councils are able to better manage the financial impacts by adjusting rates or levying specific fees and charges to reflect the change in costs of providing the imposed service, concession, asset, or regulatory function.

The rate peg in NSW sets out the maximum amount that local councils can increase their rates by and is set by the Independent Pricing and Regulatory Tribunal (IPART) each year. In determining the rate peg, IPART does not adequately consider the cost shifting impacts on councils. As a result, increases in the costs shifted to councils identified here are not covered by a commensurate increase in rates revenue. This means that councils have to divert funding from other commitments agreed with their communities in their Community Strategic Plan and Delivery Program to fund the cost shift incurred. This has a direct impact on councils' ability to deliver services to the community and their overall financial sustainability.

## 2.3 This report

This report provides analysis and insights from the 2021–22 Cost Shifting Survey conducted in May 2023.

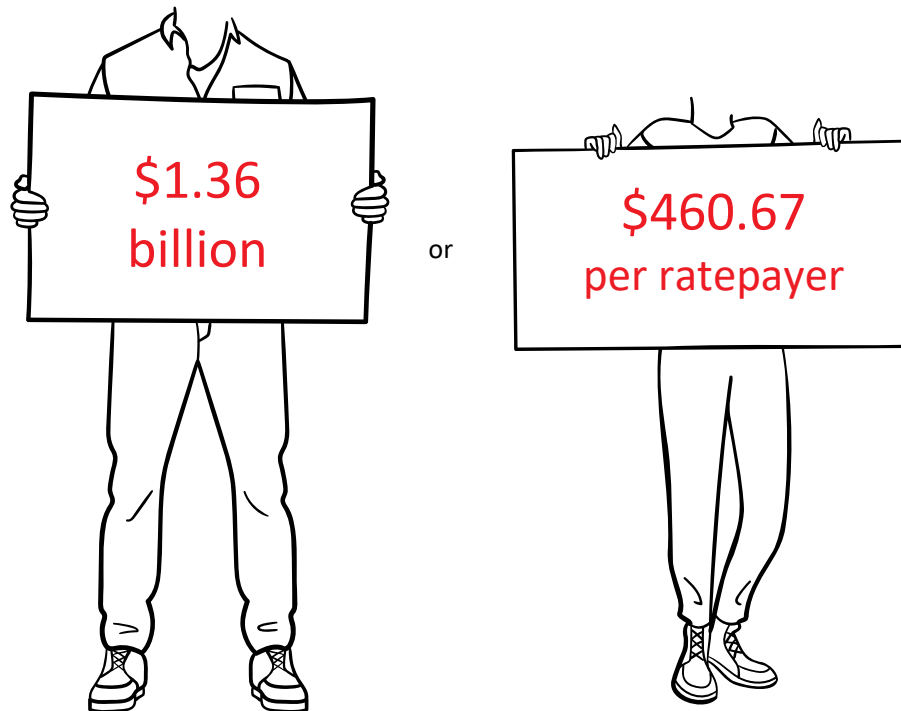
Section 3 of this report provides more detail on the findings from the survey, breaking down the findings into their key cost shifting areas, as identified in section 2.1 above, and Section 4 outlines the approach and methodology used in the survey and analysis..



### 3 Findings

Our survey found that cost shifting cost NSW councils \$1.36 billion in 2021–22, which represents \$460.67 for each ratepayer. In effect, this is the average amount of rates that councils must divert from the services and infrastructure that council has committed to provide the community in order to fund the unrecoverable cost services, programs and functions that are imposed from the State or Federal governments.

In 2021/22,  
the cost to  
NSW  
Councils of  
cost shifting  
was:

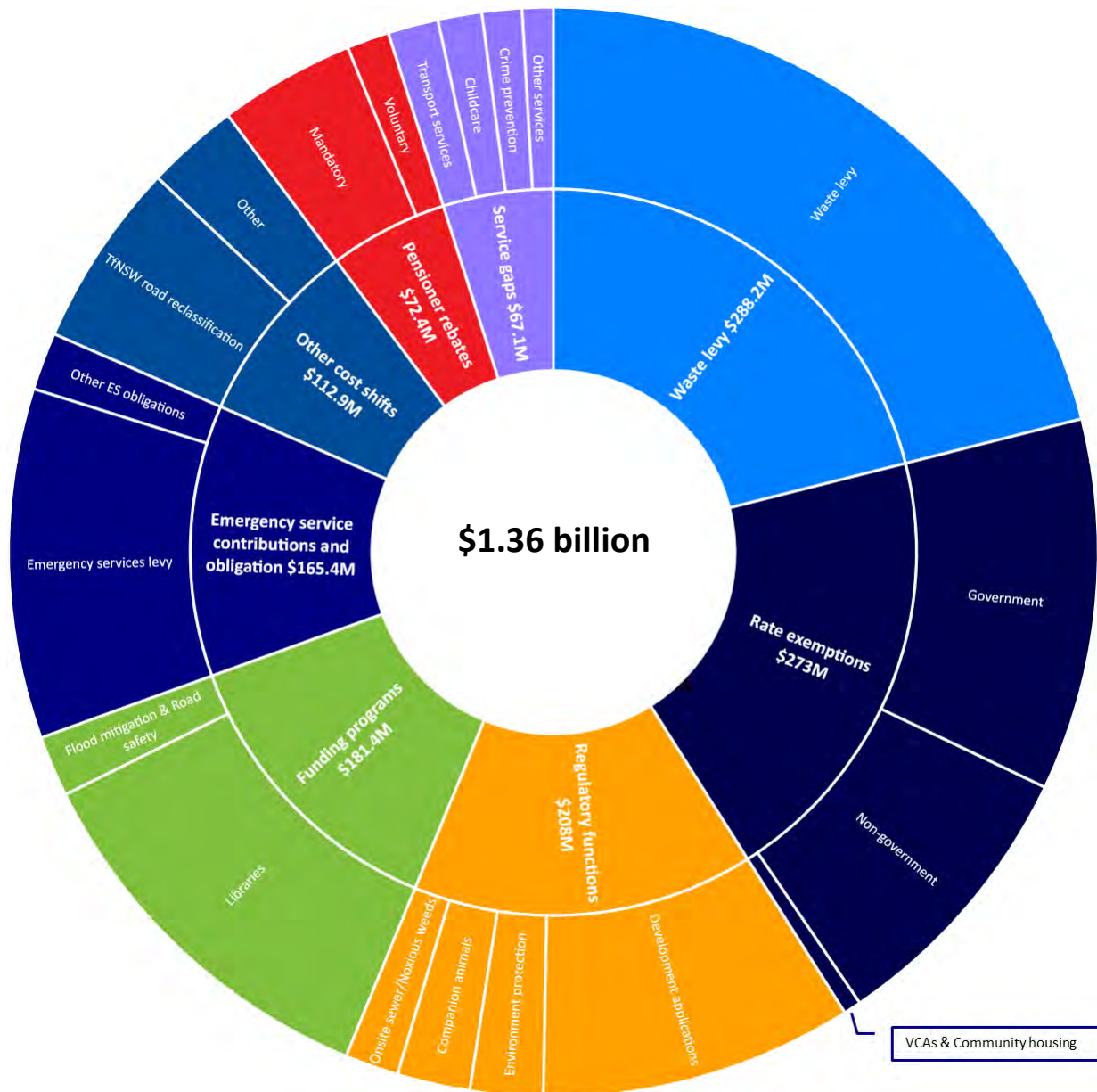


Many services, programs, and functions that the State and Federal governments require local councils to deliver, in turn provide benefits to the local communities they serve. This report does not provide an assessment on the merit of these costs, only to bring them to light. Due to the nature of how the services, programs and functions are provided and funded, cost-shifting can be hidden from view. This analysis helps to quantify and highlight these costs for all tiers of government and the community.





Figure 2 2021–22 cost shifting components



The largest direct cost shift to councils is from emergency service contributions and other emergency service obligations, totalling \$165.4 million.

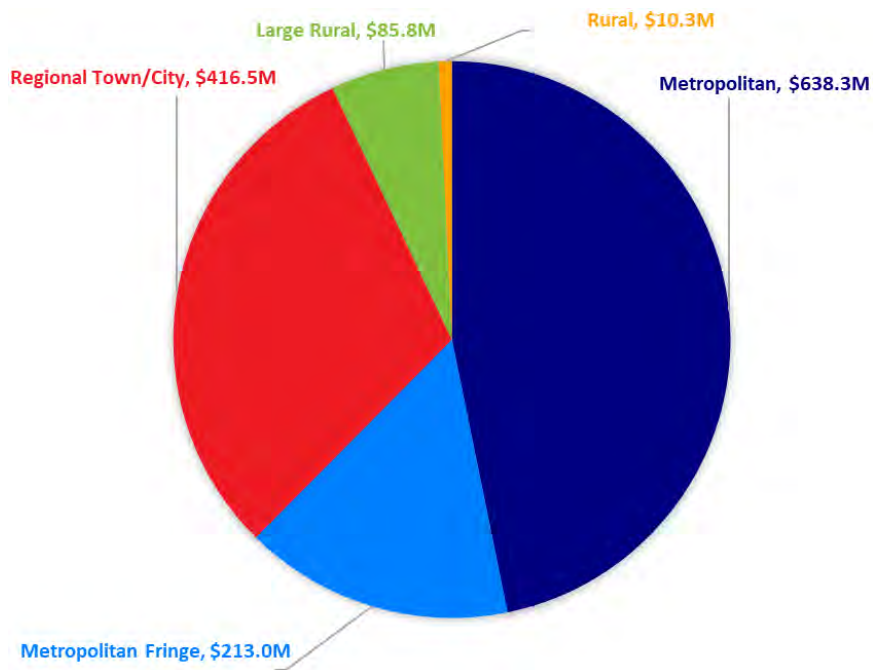
However, the cost of rate exemptions are higher still, representing a total of \$273.1 million of potential rates that are exempted and redistributed to other ratepayers to pay. An additional \$288.2 million in waste levies are passed onto the ratepayers through the waste collection fees in their rates bill. A further \$156.7 million



in costs for libraries has been covered by councils to make up the difference between the committed funding for councils' libraries and the subsidies received.

While in nominal terms the largest total cost shifts have been seen metropolitan councils, was on a per ratepayer basis rural and large rural councils have seen a greater impact, as the graphs below indicate.

**Figure 3 Total cost shift by council classification**



**Figure 4 Cost shift per ratepayer by council classification**





We will explore each component of rate shifting in the following sections.

### 3.1 Emergency service contributions and obligations

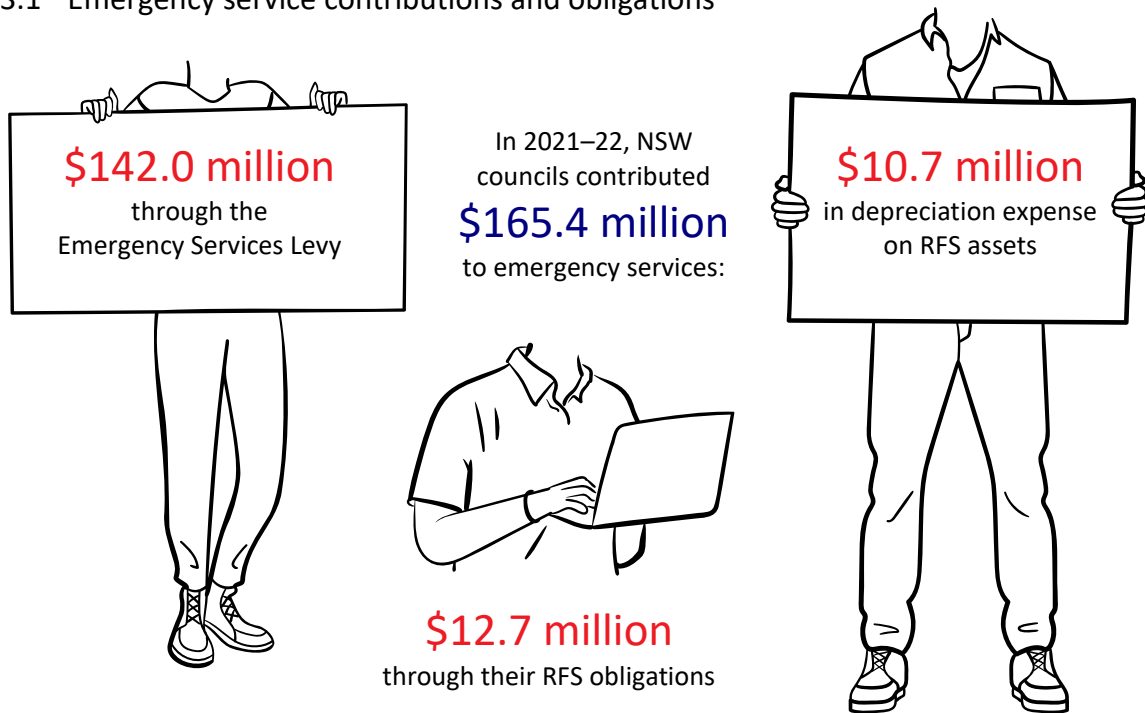




Figure 5 Emergency services contributions and obligations by council classification

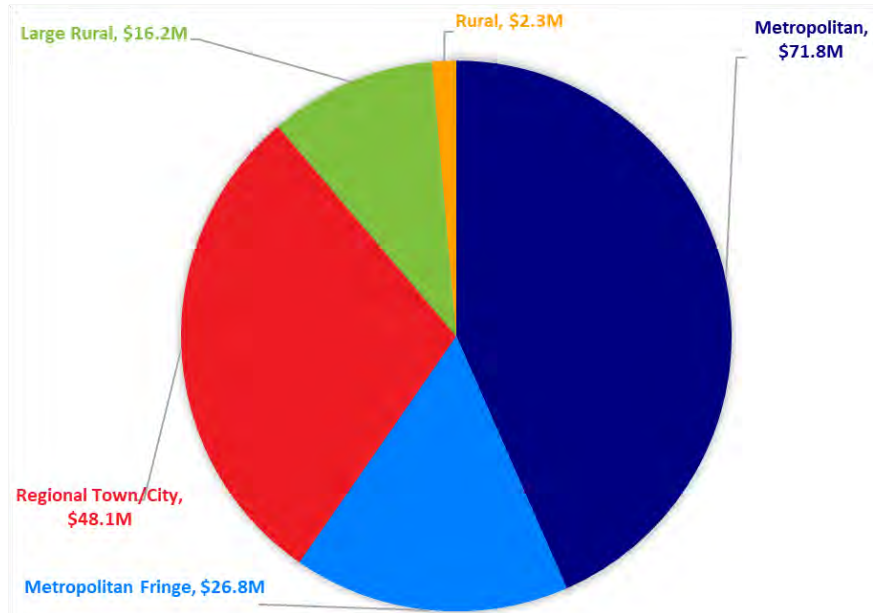
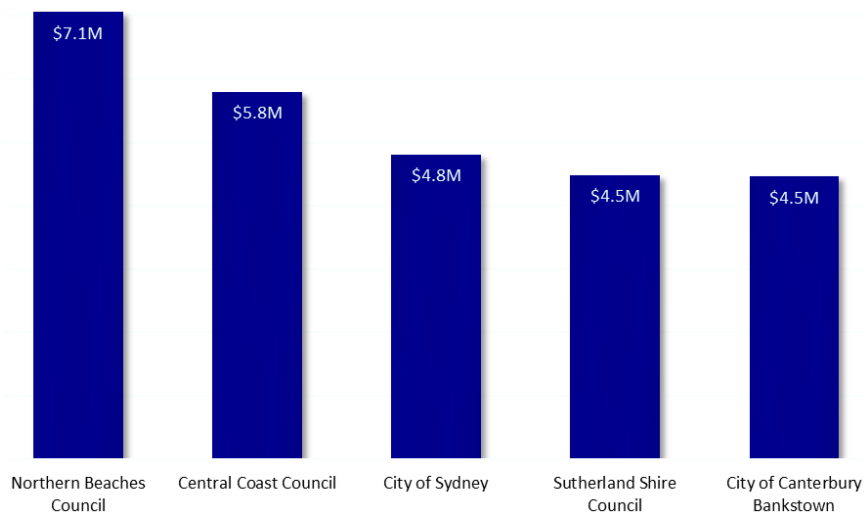
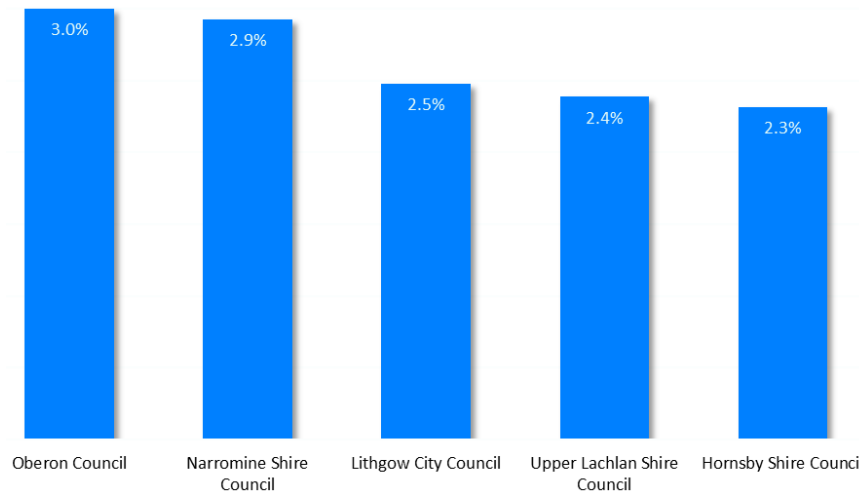


Figure 6 Respondent councils with the highest emergency services contributions and obligations burden





**Figure 7 Respondent councils with the highest emergency services contributions and obligations burden as a proportion of total operating expenditure**



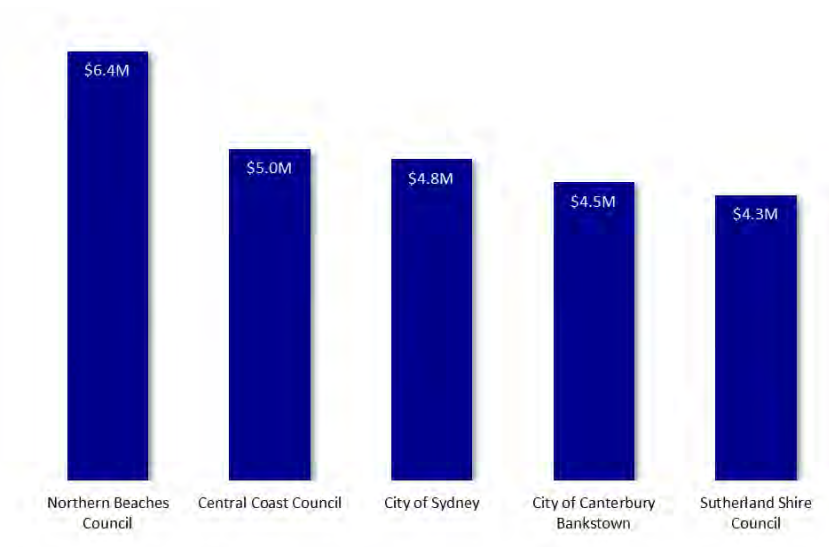
NSW councils are required to fund 11.7 per cent of the NSW SES, NSW Fire and Rescue and NSW RFS budgets through a direct contribution levied each year by the State Revenue Office. This is funded directly from general revenue, primarily rates, as councils have no ability to raise revenue to fund this in any other way.

Councils also have no influence on the costs or budget setting of these organisations. This contribution of ratepayers’ funds is in addition to the Emergency Services Insurance Contribution that is extracted through insurance companies, who cover 73.7 per cent of the agencies’ budgets and results in higher insurance premiums for policy holders

The emergency service levy is estimated to have cost NSW councils overall \$142.0 million in 2021–22. That is a total of \$46.23 per ratepayer, which goes directly to the NSW Government as part of the emergency services contribution.



**Figure 8 Respondent metropolitan and fringe councils with the largest ESL bill for 2021–22**

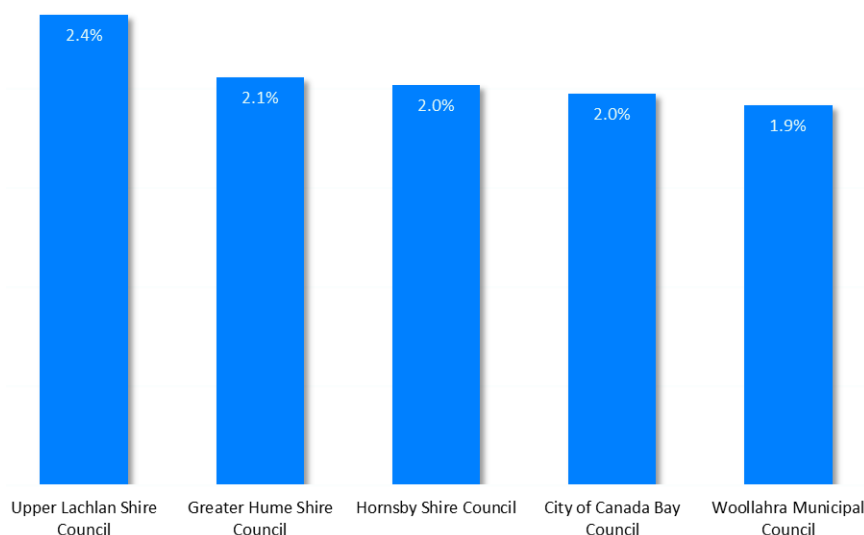


**Figure 9 Respondent regional and rural councils with the largest ESL bill for 2021–22**





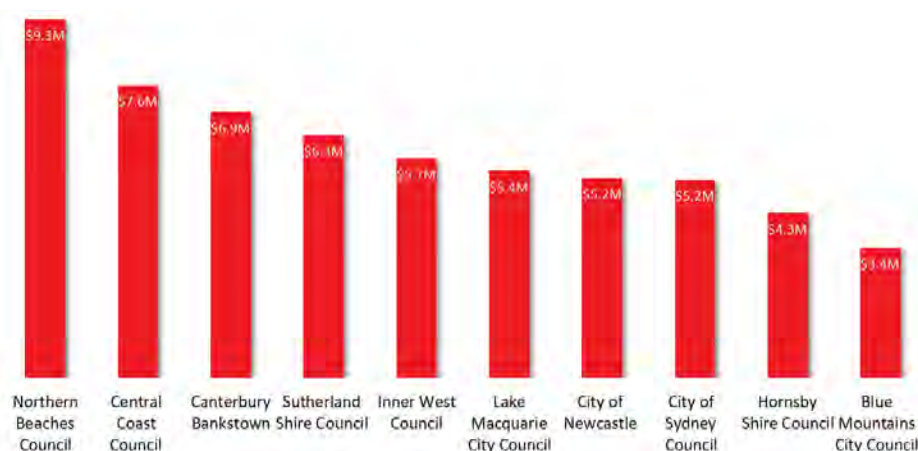
**Figure 10 Respondent councils with the largest ESL bill as a proportion of total operating expenditure**



In 2019, the NSW Government subsidised councils for the increase in Emergency Service Contribution costs, because of a large increase in the ESL resulting from large increase in workers compensation costs followed by the Black Summer Bushfires and the unfolding COVID pandemic. From the 2023–24 financial year, the NSW Government increased the budgets and therefore costs for the three relevant agencies and removed the subsidy at the same time. Councils were not advised of this change until after they had developed and put their 2023–24 budget on public exhibition as they are required to do. The increase represented a \$41.2 million cost increase from the prior 2022–23 financial year.

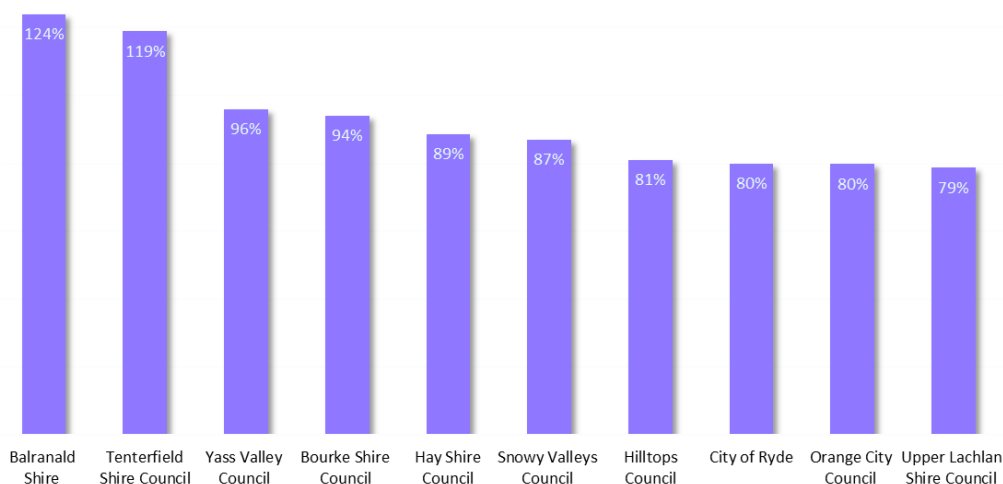
With the rate peg set at 3.7 per cent for the 2023–24 rating year, the increase in emergency services contributions has put substantial pressure on the financial sustainability of local government.

**Figure 11 Top 10 councils with the highest ESL bill in 2023–24**






**Figure 12 Top 10 councils with the highest 2023–24 ESL increase as a percentage of the rate revenue increase**



The increases in emergency services contributions from councils have hit both the largest and smallest of councils.

“Two of the four biggest expense payments that Central Coast Council must make each year are for State government levies: the emergency services levy and the waste levy. They are in the millions each and are funded straight out of our rates and waste revenue.”



**David Farmer, CEO, Central Coast Council**

“Central Darling Shire is the largest shire in NSW covering an area of 53,000 square kilometres in Far Western NSW, but it has the smallest (and declining) population of less than 2000. CDS is not a typical shire as it consists of a series of isolated communities (Menindee, Ivanhoe, Wilcannia and White Cliffs) and large pastoral holdings. It borders the large unincorporated area of the Far West.

For Council, the Emergency Services Levy has increased by \$70,000 for 2023/24, bringing the total Council contribution to \$318,989. The increase is some \$70,000 which is more than double the increase in rates due to rate pegging.

For the 2023/2024 financial year the Council income from rates is budgeted to be \$913,000. This includes the rate peg increase of 3.7 per cent, which looks like being eaten up by the hike in the ESL.

For a Council like Central Darling this level of increase is simply unsustainable and will result in the further reduction of services to our residents.

There is a clear case for the NSW Government to fully fund this increase as part of its community service obligation as small rural councils with a limited rate base cannot afford to continue to pay.”

**Bob Stewart, Administrator, Central Darling Council<sup>1</sup>**

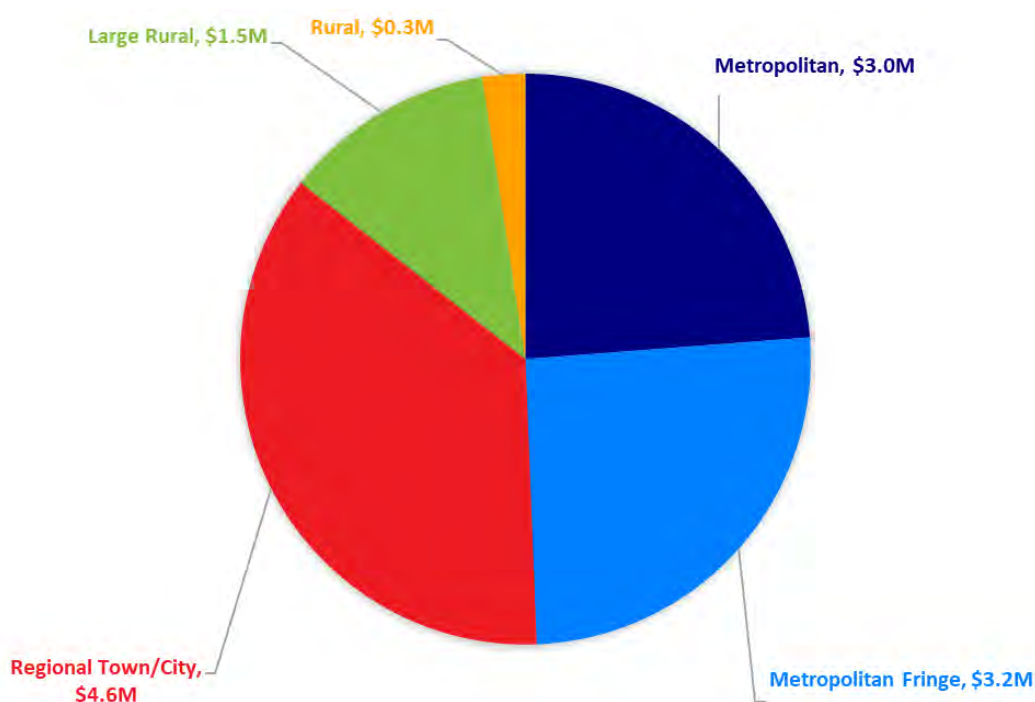
<sup>1</sup> Figure 11 does not include Central Darling’s actual result as it was not provided to LGNSW.





In addition to the emergency service levy, local councils are required to support the RFS and SES in other ways. This commitment seems to be different for different Councils. For example, for some councils, when the RFS annual budget is allocated back to the districts, some of these funds are vested in councils through the Rural Fire Fighting Fund (RFFF). These funds are then administered by councils to deliver repairs and maintenance of buildings and a small amount of plant and equipment. In some cases, Councils also fund other functions such as training and provision of office supplies. If the RFFF is insufficient to provide these in any one year, some councils will then provide further financial support directly to the districts to meet the difference. In 2021–22, the cost of this additional support has been estimated at \$12.7 million.

**Figure 13 Additional RFS contributions by council classification**



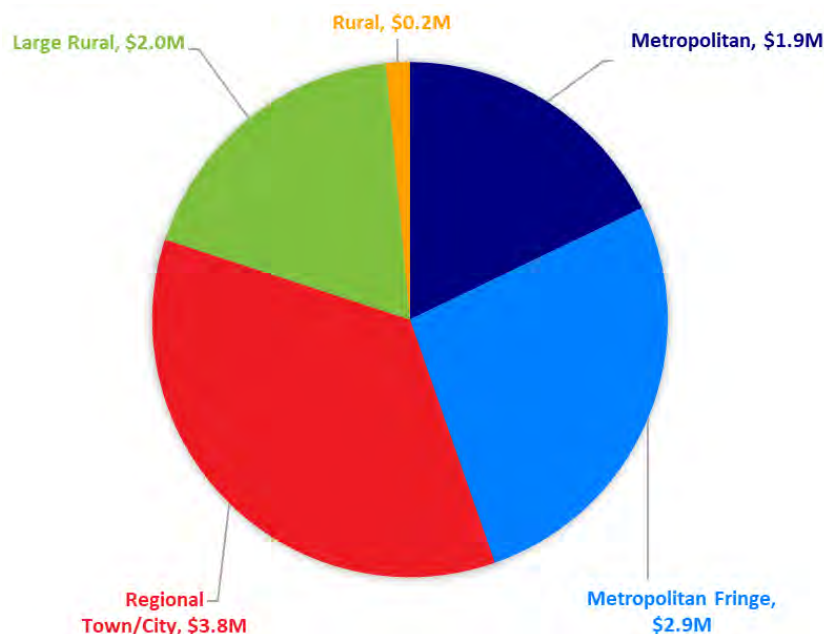
The RFS funding arrangements are the most complex of the all the emergency services and creates challenges for both councils and the RFS. While councils are aware that their obligations to provide financial support to the RFS are generally over and above the RFFF, the costs at a district level are extremely volatile from one year to the next and dependent on whether there is a bushfire in the district (in which instance the district will fund some aspects of other districts’ costs if they come to support the local bushfire response) or if the district comes to the aid of another district (in which instance they will receive additional funding which reduces the pressure on its own budget and therefore the financial support required from the local council).

What results is that councils have to bear the budget risk of the volatility of RFS costs and funding, while RFS districts don’t have accountability for their own budgets and costs, and are not able to help to provide certainty because they don’t know where the next emergency will be. Much of these volatility issues are resolved at a State level, when looking at the RFS services overall.



In addition to the direct repair and maintenance costs, councils are also required to recognise RFS red fleet assets and account for their depreciation expense in council financial reports. In 2021–22, this depreciation cost is estimated at \$10.7 million.

**Figure 14 RFS Depreciation Expense by council classification**



This has been a somewhat contentious issue in recent years and ultimately comes down to identifying where control of these assets lie. In summary, the NSW Government has concluded under the *Rural Fire Services Act 1997*, which states that these assets are vested to councils and therefore “on balance, councils control this equipment” under the Australian Accounting Standards<sup>2</sup>. The NSW Audit Office has accepted this position in undertaking their audit function of local government.

Many councils, with the support of LGNSW, have refused to accept this position, which has resulted in 43 NSW councils receiving a qualified audit opinion of their 2021–22 financial reports. Their position is that control of these assets sits with the RFS, and therefore the NSW Government, based on the Australian Accounting Standards Board Conceptual Framework, which does not necessarily define control as a legal ownership right, but rather:

*“... the present ability to direct the use of the economic resource and obtain the economic benefits that may flow from it. Control includes the present ability to prevent other parties from directing the use of the economic resource and from obtaining the economic benefits that may flow from it. It follows that, if one party controls an economic resource, no other party controls that resource.”<sup>3</sup>*

<sup>2</sup> Audit Office of New South Wales (2023) *Regulation and monitoring of local government*, NSW Government, 23 May 2023.

<sup>3</sup> Australian Accounting Standards Board (2022) *Conceptual Framework for Financial Reporting*, AASB, 7 April 2022.



This issue is ongoing, and while depreciation itself is not a cash expense, the accounting for depreciation in local government has two key financial implications. Firstly, the increase in depreciation expense will reduce a council's overall surplus or increase its deficit, which has implication for a council's measures of financial sustainability. Secondly, for most local government assets, depreciation is used as the estimate of required renewal expenditure for councils to maintain assets at their current condition. In other words, councils must fund depreciation with a similar level of capital cashflow to ensure assets are kept at required standards, this is not the case for firefighting equipment, which is funded through the State Government's budget allocation to the RFS. This remains an ongoing issue at the time of writing this report.

### 3.2 Waste levy

The waste levy is a tax on landfill facilities and only applies to 42 metropolitan and 19 regional levy areas shown in Figure 18. Although, not technically a "cost shift" – as the cost of the levy is recovered through waste charges – it represents a somewhat "invisible tax".

The purpose of the waste levy is to provide economic incentive to alternative waste management processes, such as recycling and resource recovery. The funds raised by the waste levy go directly to NSW Government general revenue. Some funds do come back to communities and councils through grants for a variety of projects, but this only represents 10 to 15 per cent of the funds raised through the tax.

The metropolitan levy at \$147.10 per tonne in 2021–22 is nearly twice the amount per tonne of the regional levy at \$84.70 per tonne in 2021–22. Some councils, such as Central Coast and Newcastle, operate their own landfill facilities and pay the levy directly to the NSW Government. Not all councils operate landfills directly, many councils have their waste managed through contracts with private providers. While these providers will incur the levy directly, councils in the levy areas will collect waste charges that include the waste levy as a component of the waste fees. Depending on how their waste management contracts are structured, some councils have been able to provide an estimate of this levy collected in the waste fees while others have not.

Of the 51 councils surveyed who are in the levy area, 36 provided an estimate of the amount paid, which totalled \$287.8 million in 2021–22. Based on this data, we have estimated the total amount of the waste levy paid through waste collection fees in 2021–22 at \$292.9 million.



Figure 15 Waste levy by council classification

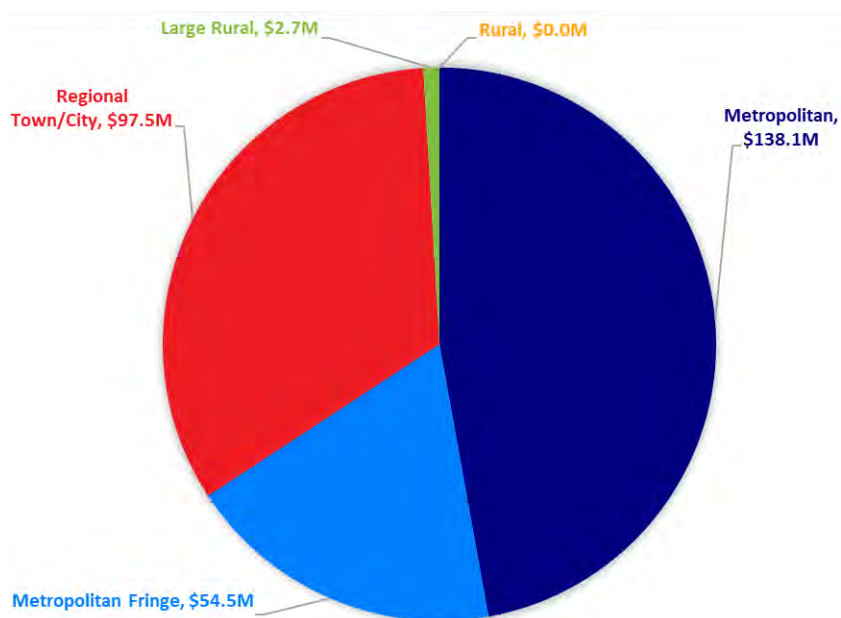


Figure 16 Respondent councils with the highest waste levy

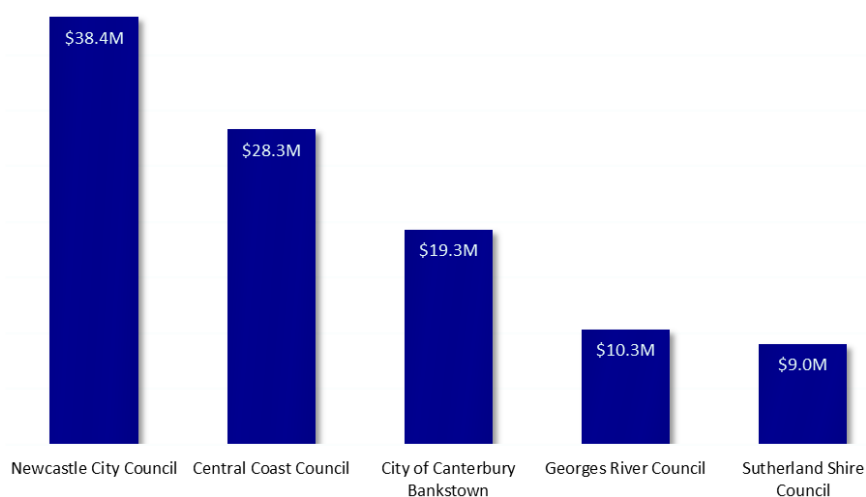
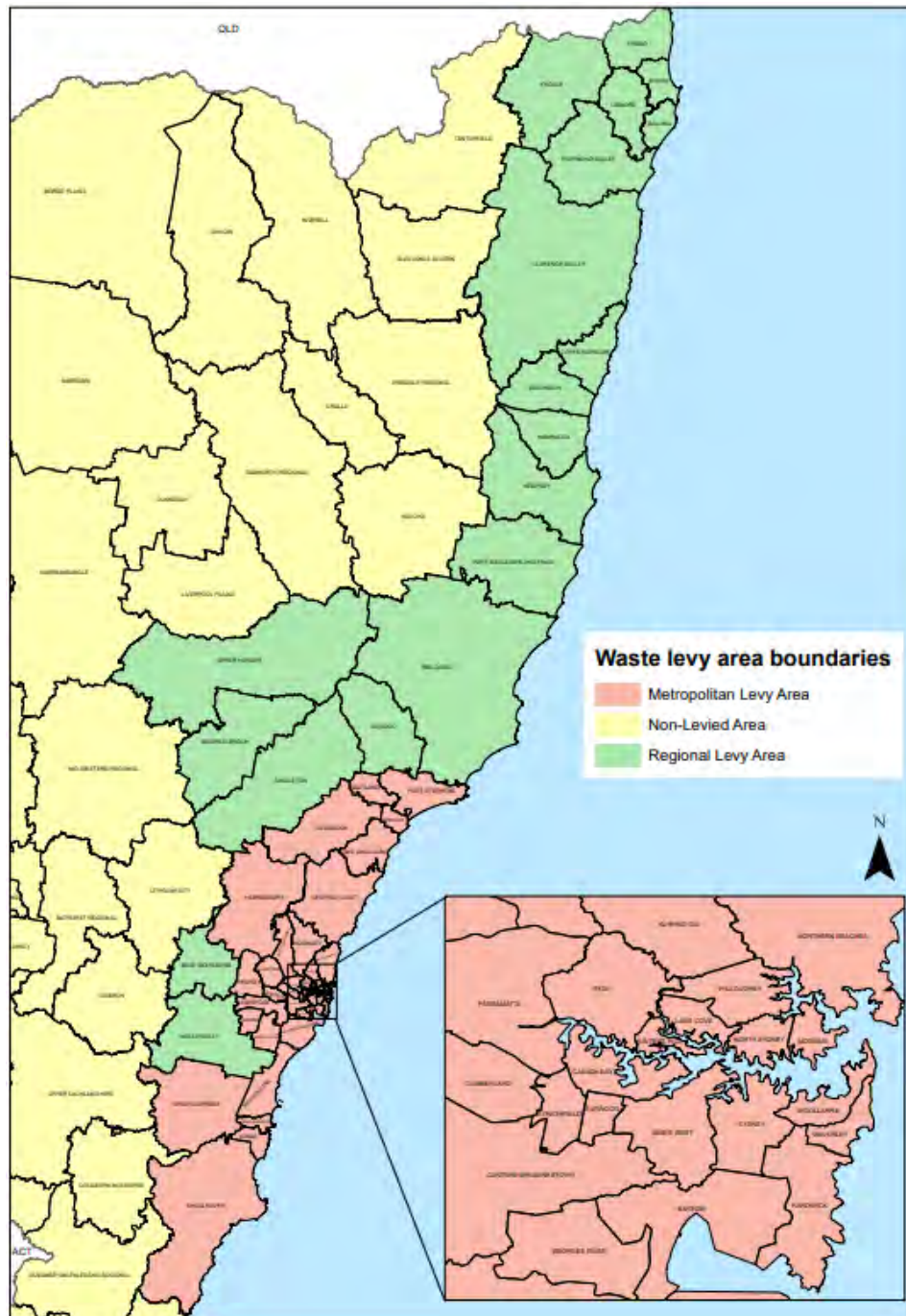




Figure 17 Waste levy area map<sup>4</sup>



<sup>4</sup> <https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/wasteregulation/levy-area-map.pdf?la=en&hash=C00135E31055627BB8A41EAEB222864C2655B186>.



### 3.3 Rate exemptions

Many government and private property owners in a local government area are exempt from paying rates to councils. Due to the way rates are calculated, this doesn't usually affect the total amount of revenue that councils are able to raise through rates. It does mean that the distribution of the rates burden falls more heavily on the existing ratepayer base.

For government-owned properties, rate exemptions are a part of a complex set of arrangements for exemptions of some taxes between the different tiers of government. State Owned Corporations (SOCs and GTEs) pay tax on lands owned and used for commercial purposes. This is provided for under competitive neutrality policy/National Competition Policy (a notable exception to this arrangement is the Forestry Corporation). Councils are exempt from most State and Federal taxes (for example land tax, payroll tax, stamp duty, and income tax). Councils are also involved in delivering a wide range of services or regulatory functions under various State and Commonwealth Acts and they receive a large number of different grants from State and Federal governments, including the untied Financial Assistance Grants that the States administer and distribute to councils.

Additionally, there are many non-government organisations that are also exempt from paying rates, including private schools, hospitals and retirement villages, as well as not-for-profit organisations such as religious organisations. While these organisations are exempt from paying rates; all expect and receive services and infrastructure from councils, the cost of which is funded by ratepayers.

Community housing was an area that we asked councils about specifically as the NSW government has been in the process of transitioning the ownership and management of public and social housing to non-government Community Housing Providers. Under past practice, social and public housing provided by State Government agencies paid rate equivalents on all their properties. CHPs are exempt from rates and more and more social and public housing is moving into this category. As a result, the rates exempt status seems to be moving with the community housing property.

The total amount of rate exemptions represented \$273.1 million, shifting approximately \$89.04 to each NSW ratepayer.





Figure 18 Rate exemptions by category

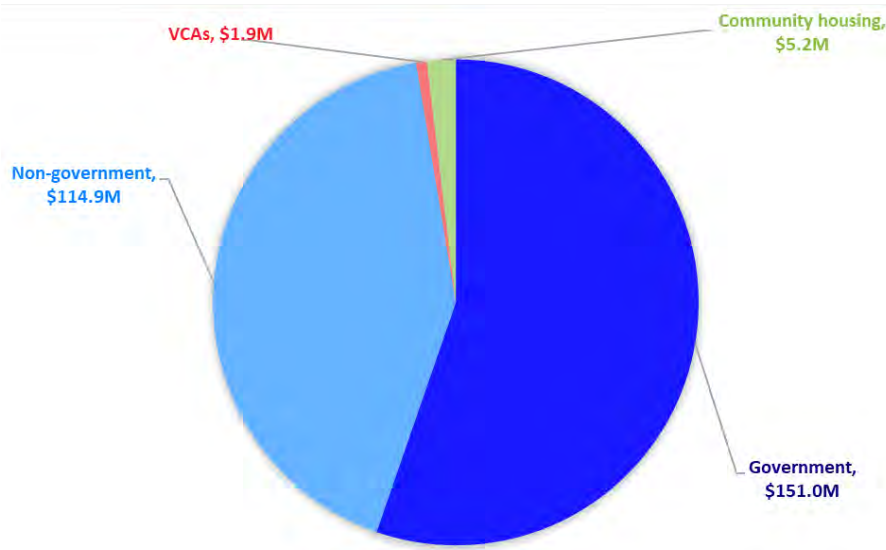
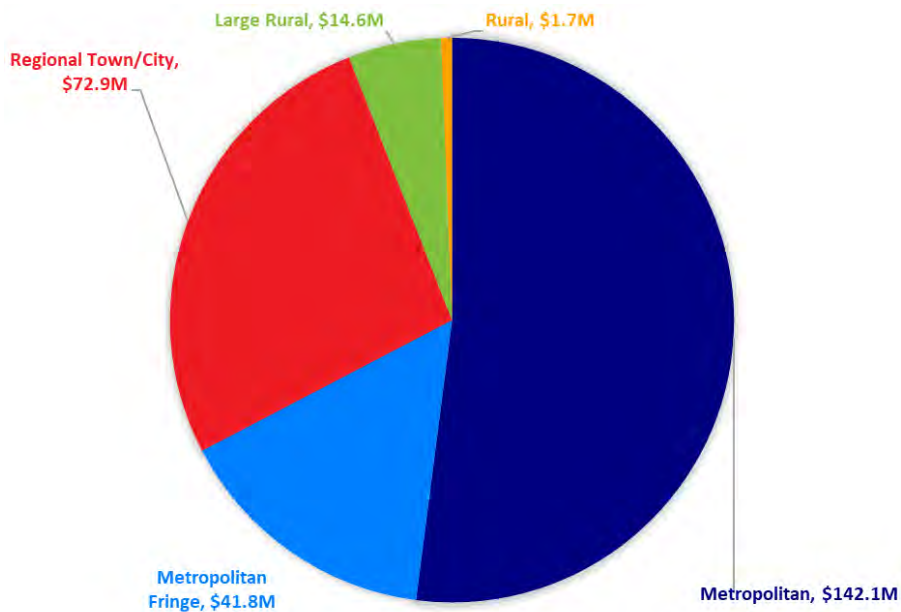
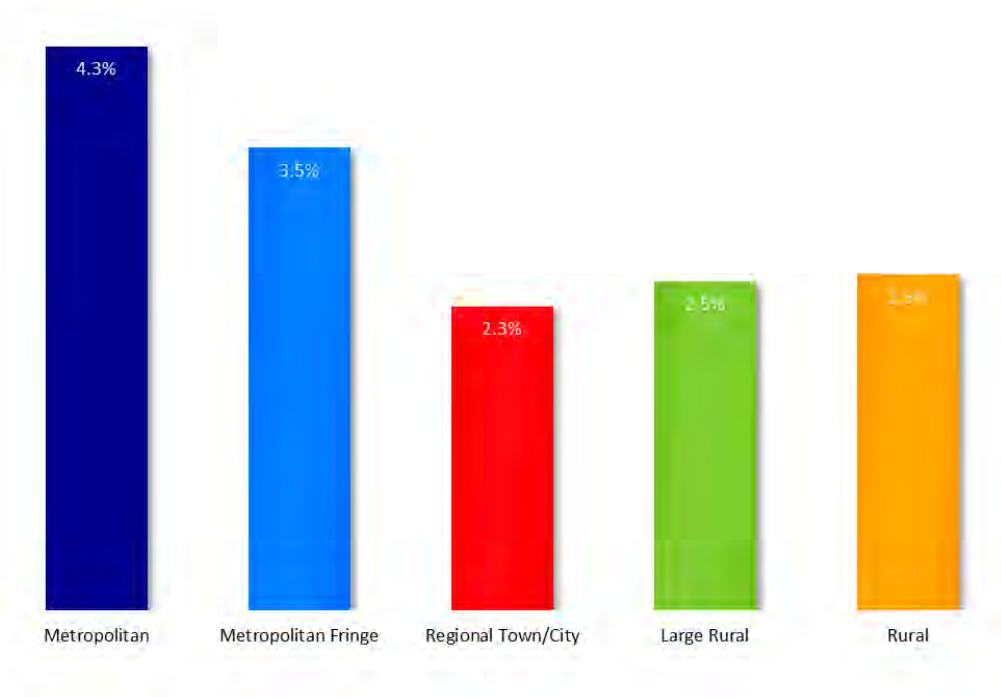


Figure 19 Rate exemptions by council classification

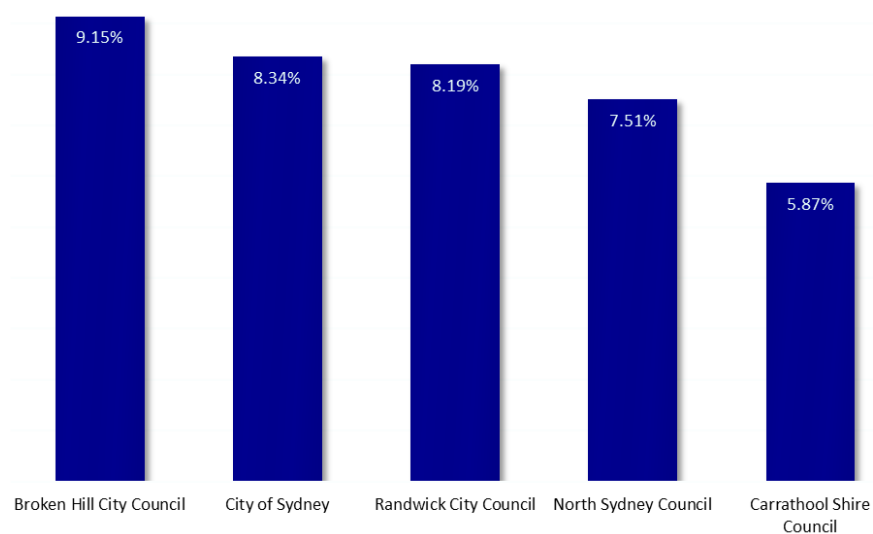




**Figure 20 Average rate exemption for respondent councils as a proportion of rates revenue by council classification**



**Figure 21 Respondent councils with the highest rate exemptions as a proportion of rates revenue**







**Table 1 Cost for rate exemptions**

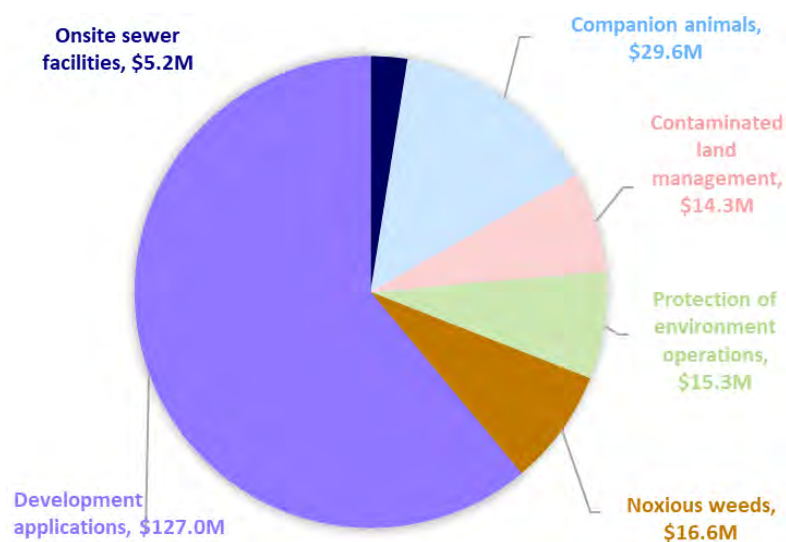
Rate exemption	Number of councils who responded to this question in the survey with a figure	Total amount of cost shift provided	Estimated total cost shift for all NSW Councils (based on population)
<b>Government-owned property</b>	62 (from which two councils put a figure of 0)	\$95.5M	\$151M
<b>Non-government-owned property</b>	61 (from which one council put a figure of 0)	\$72M	\$115M
<b>Voluntary conservation agreements</b>	47 (from which ten councils put a figure of 0)	\$1.2M	\$1.9M
<b>Community housing</b>	53 (from which 11 councils put a figure of 0)	\$3.3M	\$5.2M

### 3.4 Regulatory functions

In addition to the obligations under the *Rural Fire Services Act 1997*, *Fire and Rescue NSW Act 1989* and the *State Emergency Service Act 1989*, councils incur additional costs of increased regulatory responsibilities. These are additional functions or requirements that are not fully funded by increases in fees and charges.

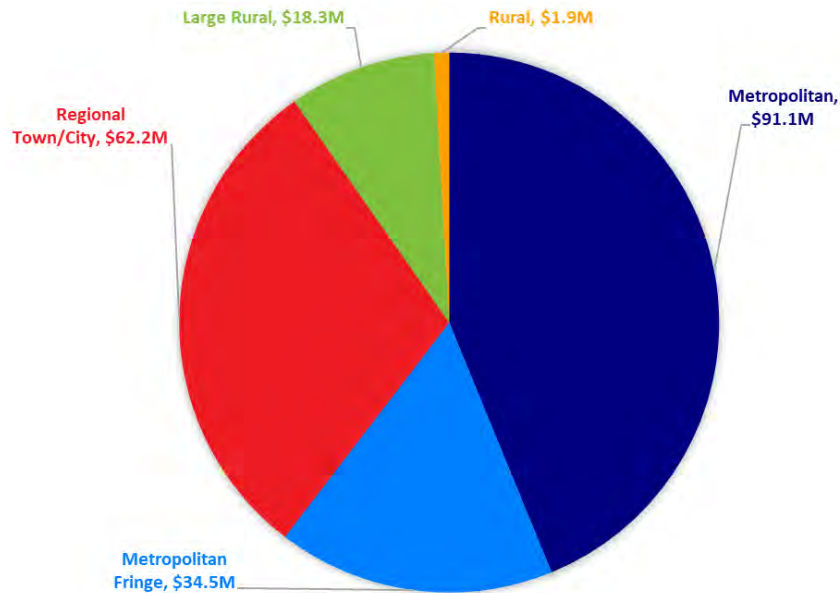
In 2021–22, the unfunded costs for regulatory functions represented \$208.0 million.

**Figure 22 Unfunded regulatory costs by category**

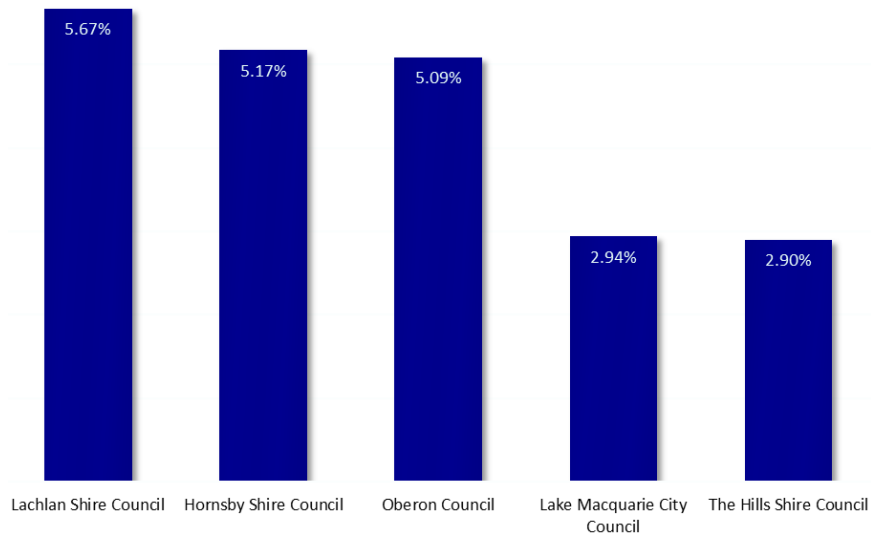




**Figure 23 Unfunded regulatory costs by council classification**



**Figure 24 Respondent councils with the largest regulatory cost as a proportion of total operating expenditure**



The function and total estimated costs from councils are outlined in the table below.



**Table 2 Cost for increased regulatory functions that cannot be recovered through fees and charges**

Regulatory function	Number of councils who responded to this question in the survey with a figure	Total amount of cost shift provided	Estimated total cost shift for all NSW Councils (based on population)
Onsite sewer facilities	35 (from which 15 councils put a figure of 0)	\$3.4M	\$5.2M
Companion animals	69 (from which four councils put a figure of 0)	\$19.6M	\$29.6M
Contaminated land management	45 (from which nine councils put a figure of 0)	\$7.2M	\$14.3M
Protection of environment operations	48 (from which four councils put a figure of 0 and one a negative amount)	\$9.9M	\$15.3M
Noxious weeds	64 (from which eight councils put a figure of 0)	\$11.1M	\$16.6M
Development applications	64 (from which five councils put a figure of 0 and one a negative amount)	\$86.7M	\$127.0M

### 3.5 Funding programs

Councils are occasionally required to fund the continuation of several funding programs that were instigated by the NSW Government, but for which funding commitments have, over time, either been reduced or removed entirely. The three main funding programs councils currently continue to fund are:

- Library subsidies: the original library funding subsidy was 50 per cent of the library services costs, however this has reduced over time. In 2021–22, councils paid an estimated \$156.7 million on library services that would have been covered by the originally committed 50 per cent State government subsidy.
- Flood mitigation: the program was originally established with the State and Federal governments providing 80 per cent of the costs and councils funding 20 per cent, the shortfall of this funding is estimated to be costing councils \$18.2 million in 2021–22.
- Road safety program: funding for programs and ongoing staff for education, however councils were not able to reduce the costs with the removal of the funding program. In 2021–22, councils have an estimated cost burden of \$6.4 million as result.

The total cost to council to continue to meet the funding shortfall of these programs was \$181.3 million, the vast majority which was the shortfall in the library subsidy of \$156.7 million.



Figure 25 Funding program costs shifted by category

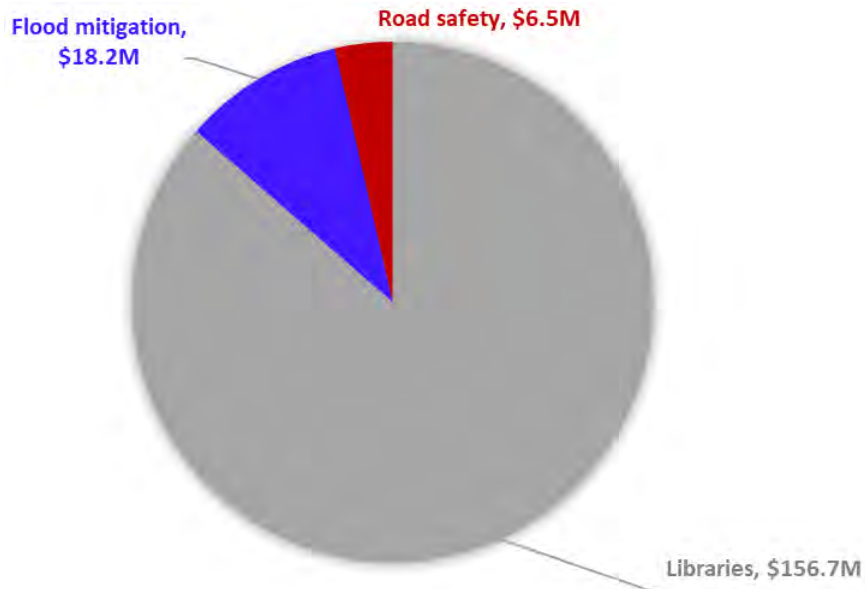
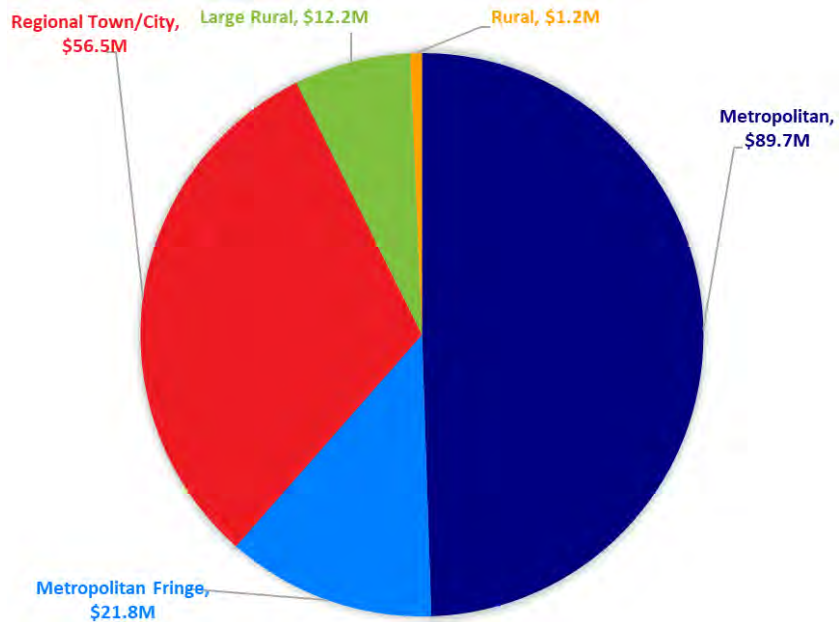
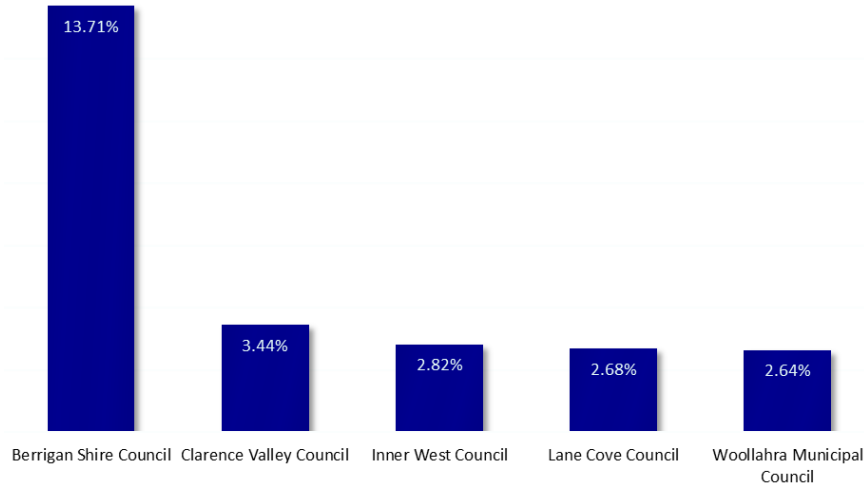


Figure 26 Funding program costs shifted by council classification





**Figure 27 Respondent councils with the largest funding program costs shifted as a proportion of total operating expenditure**



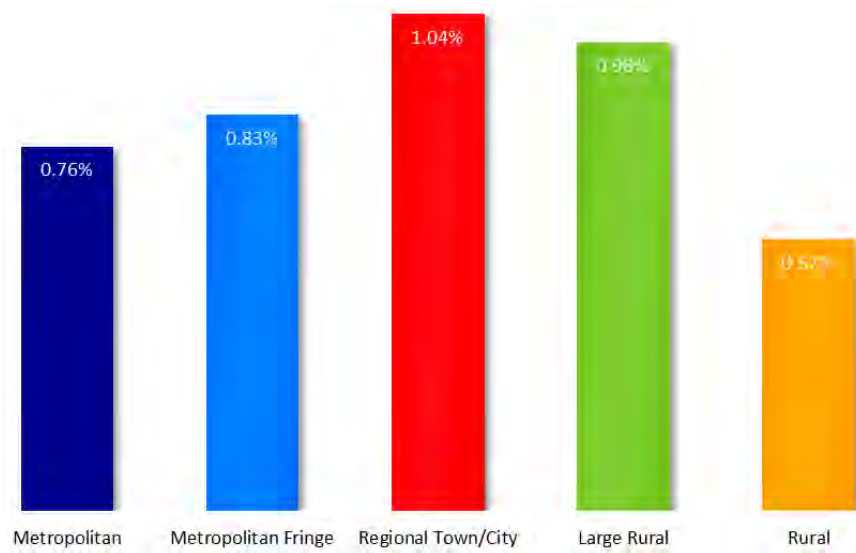
### 3.6 Pensioner rebates

Councils are required to provide rates rebates to pensioners, which are partially subsidised by the NSW Government. This mandatory pensioner rebate is an estimated net cost to councils of \$55.2 million. This does not include the cost of administering the mandatory pensioner rebates, as each pensioner claim needs to be registered and their details checked by the council.

The level of mandatory rebate has not risen substantially over many years, and therefore has not kept pace with inflation. As a result, many councils have elected to apply further voluntary rebates to ease the financial burden on pensioners. NSW councils incur an additional \$17.2 million in voluntary pensioner rebates. The total cost of pensioner rebates is estimated to be \$72.4 million.



Figure 28 Average total pensioner rebates as a proportion of total rates revenue by council classification

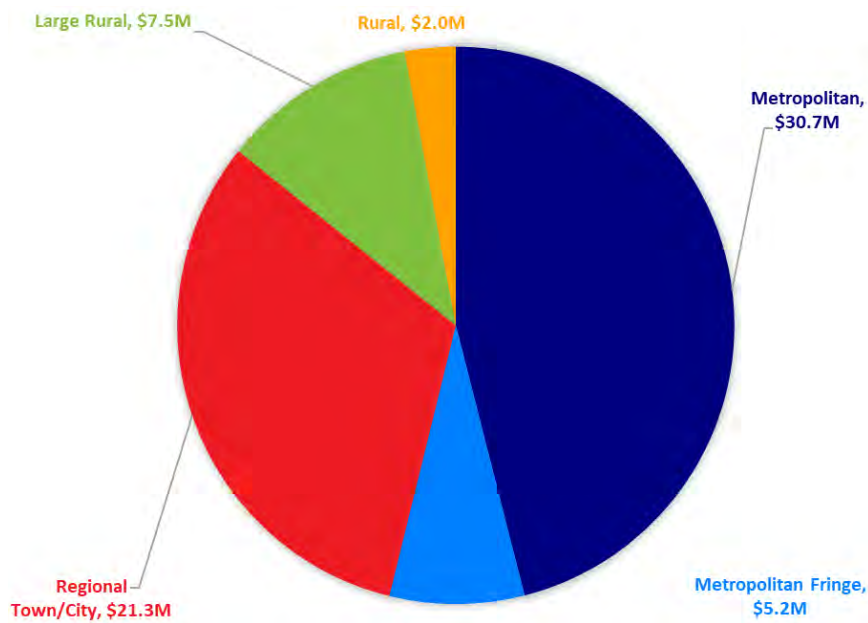




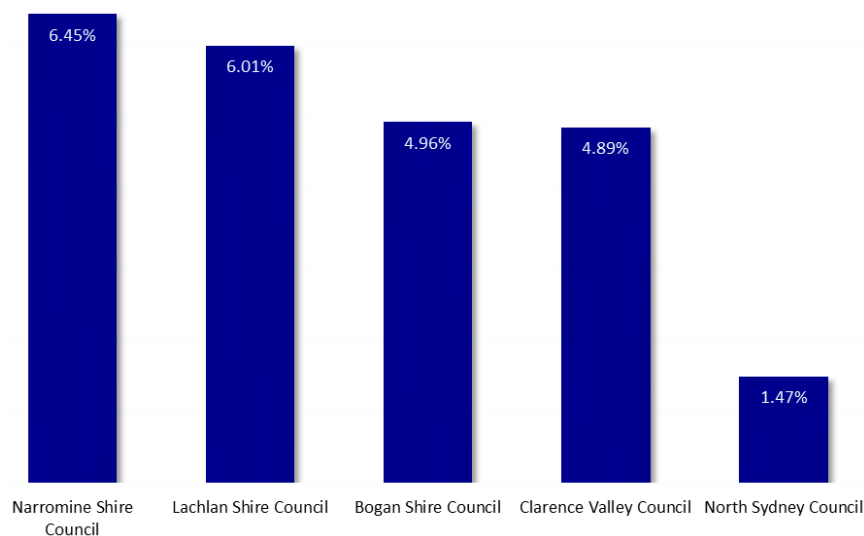
### 3.7 Service gaps

This section captures costs incurred by councils in providing services as a result of insufficient service provision by another level of government or a market failure of a subsidised or privatised public service. In 2021–22, it is estimated that councils spent \$66.6 million on filling these gaps.

**Figure 29 Service gap costs by council classification**



**Figure 30 Respondent councils with the highest service gap cost as a proportion of total operating expenditure**





The estimated costs are set out in Table 3, below.

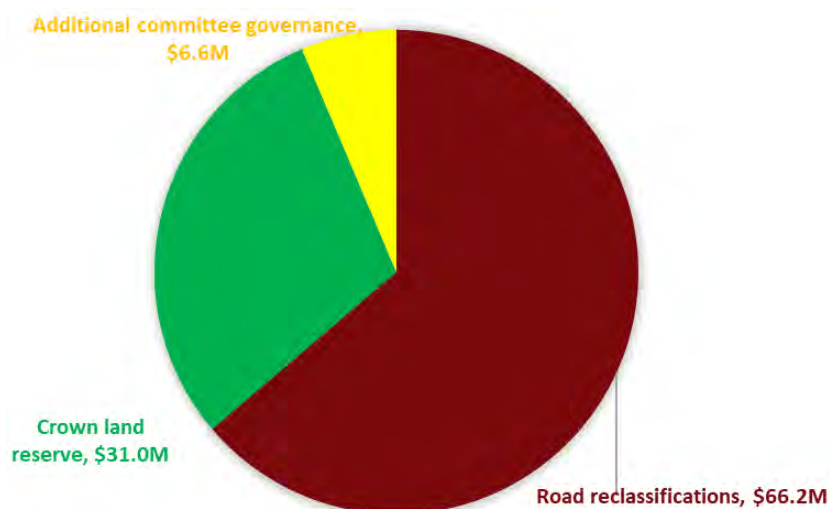
**Table 3 Cost for services provided by Council as a result of a State or Federal service gap or market failure**

Regulatory function	Number of councils who responded to this question in the survey with a figure	Total amount of cost shift provided	Estimated total cost shift for all NSW Councils (based on population)
Immigration and citizenship ceremonies	60 (from which ten councils put a figure of 0)	\$1.1M	\$1.6M
Crime prevention and policing	51 (from which 11 councils put a figure of 0)	\$10.2M	\$16.2M
Medical services	33 (from which 15 councils put a figure of 0)	\$2.2M	\$3.2M
Aged care services	36 (from which 19 councils put a figure of 0)	\$3.9M	\$5.6M
Disability care services	28 (from which 17 councils put a figure of 0)	\$1.4M	\$2.2M
Childcare services	49 (from which 19 councils put a figure of 0 and two councils a negative figure)	\$12.0M	\$17.8M
Transport services	37 (from which 20 councils put a figure of 0)	\$14.1M	\$20.5M

### 3.8 Other cost shifts

A number of other areas for cost shifting were identified and gathered in the survey and are outlined here.

**Figure 31 Other cost shifts by category**







Under the Transport for NSW (formerly RMS) road reclassification program in the 1990s, many roads were reclassified as local or regional road for councils to own and maintain. Of the 68 councils that responded to the survey, 32 were able to estimate the cost of this reclassification, 12 were not able to reliably estimate, and 24 stated that it was not applicable. The total estimate of costs provided by councils was \$26.7 million in 2021–22.

Under the Crown Lands Act 1989, councils have full responsibility to maintain crown reserves under council management and are expected to subsidise shortfalls in maintenance cost from general revenue. This is considered appropriate as the benefits from crown reserves under council management generally accrue to the local community. However, as a result, councils should also be entitled to any current or potential revenue from crown reserves that is required to cover maintenance and improvement cost (e.g., revenue from refreshment facilities, telecommunication facilities). The NSW Government will on occasion take over allowable revenue raising activities on council managed crown reserve land (not including national parks) or will require councils to transfer revenue from council managed crown reserve land to the State Government.

Of the 68 councils surveyed, 22 estimated the lost revenue at \$14.8 million in 2021–22. A further 27 councils were not able to reliably estimate the costs and 19 councils advised that this item didn't apply to them. This estimate does not represent the total net cost of managing (maintaining) crown lands. Nor does it include in transfers associated with the caravan park levy. Only any action by the State Government to limit revenue raising capacity or require the transfer revenue to the State Government has been considered cost shifting.

### 3.9 Future survey considerations

We asked councils what other areas that should be considered for future surveys. The key areas that respondents identified as costs to be captured in future surveys included:

- Monopoly services costs:
  - NSW Audit Office being the monopoly on local government external audits.
  - NSW Electoral Commission holding a near monopoly on council election administration.
- Cost of Joint Regional Planning Panels (JRPPs) requirement to access councils DAs as per mandated policy.
- Costs of mandatory On-Line Planning Portal – Implementation and ongoing operational costs.
- The Sydney Regional Development Fund Levy.
- Costs associated with Forestry NSW and impact of logging on council owned infrastructure. Rates foregone on State Forest land.
- Capturing the additional cost of Emergency Services administration staff.
- Heritage advisor costs, whilst there is some grant funding towards this it still needs to be administered by council who hand out the grant funds and do general administration.
- Cost involved in Special Variations applications given that councils have to undertake this process to recover costs shifted. This is a lengthy and resource intensive process, which is particularly challenging for smaller councils.
- Net cost of Street Lighting (Less subsidy from Transport for NSW).



- Cost of ongoing maintenance associated with the Community Water Bore program from early 2000s (the program was in conjunction with NSW Office of Water).
- Cost of management of overabundant native species doing damage to infrastructure. This is a NSW government function which is not being undertaken by the State and therefore some councils are doing it.
- Crown Land right to native title compensation (falling to Councils instead of the State).
- Any costs imposed by Service NSW (e.g., disability parking).
- Costs of sharing of facilities especially with Department of Education (schools, parks, playgrounds etc).
- Costs of maintaining State facilities that are located on Crown land.
- Provision of stormwater trunk drainage.

These additional items will need to be validated in terms of the details of what is entailed and whether they are indeed cost shifts before inclusion in any future survey.

We also recommend that some items in the current survey be considered for exclusion in future survey on the basis that they are onerous for councils to quantify and do not materially contribute to the total estimated cost shift for councils, nor are they expected to increase over time. The following items should be reviewed for exclusion:

- Road safety program (Q7) – (0.5% of total cost shift estimate).
- Onsite sewer facilities (Q10) – (0.4% of total cost shift estimate).
- Immigration and citizenship services (Q16) – (0.1% of total cost shift estimate).
- Waste management license fee (Q29) – (0.03% of total cost shift estimate).



## 4 About the survey

This section outlines the methodology employed to develop and administer the 2021–22 cost shifting survey.

### 4.1 Development of the survey

The last cost shifting survey of NSW councils was undertaken with 2015–16 financial data. We have used this last survey as the starting point for the 2021–22 Cost Shifting Survey questions. We undertook a review of the previous questionnaire guided by the following guiding principles:

- Ensure that questions are still relevant.
- Where possible maintain questions so that there can be direct year on year comparisons if required.
- Ensure that interpretation of questions is understood and consistent across all councils.
- Identify new areas of cost shifting where required.

An initial review of questions was undertaken by the project team, consisting of Morrison Low and LG NSW staff. We also established a working group that included representatives of senior leaders and financial staff of a cross section of rural, regional, and metropolitan councils. The working group undertook a review of the questions and provided their feedback through a facilitated workshop and feedback gathering tool. We also asked two leading local government academics to provide their feedback through email and one on one meetings on the questionnaire and our approach to understanding cost shifting in local government.

### 4.2 Conducting the survey

The final survey was provided in a Microsoft Excel format to councils on 17 April 2023 along with a request of councils' 2021–22 Financial Data Return (FDR), which contained council's audited financial Statement information. The FDR was used to gather a small amount of cost shifting information, but predominantly for data validation purposes.

### 4.3 Responses to the survey

Councils were asked to return their survey responses and FDRs by 8 May 2023. Some councils requested extensions to this date, which were granted up to 19 May 2023. A total of 75 out of 128 councils provided completed surveys (a 58.6% response rate), although not all answers were completed by all responding councils. Only 72 councils provided their FDRs, as three councils were still finalising their 2021–22 financial Statements at the time of survey completion date.

### 4.4 Data validation and analysis

Data validation included review of outliers both in total terms as well as a proportion of the council's proportion of total operating expenditure. Where possible, we also compared survey responses with councils FDR data returns to understand if there may have been discrepancies or misinterpretations of questions. This



required us to seek further information and validation with some councils on their responses to some questions.

We also utilised State Government financial reports for the Emergency Services agencies to validate to estimate of the ESL against the contributions that these agencies reported in their financial Statements.

For most questions, we have used population as the basis for estimating the total cost shift to all NSW councils for the survey data received. For some we were able to directly estimate through published reports. For example, we used the State Library's 2021–22 report on local council libraries with included operating costs and subsidies received. For other questions, such as the waste levy, where it is not relevant to all councils and there are different levels of the levy between metropolitan and regional councils, we used populations within the relevant and group councils as a basis for estimating the total cost of the waste levy.

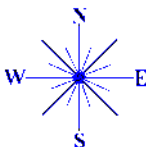
# CENTRAL DARLING SHIRE COUNCIL

CONSTITUTED 1 MAY 1959

ABN: 65 061 502 439

E-mail: [council@centraldarling.nsw.gov.au](mailto:council@centraldarling.nsw.gov.au)  
Website: [www.centraldarling.nsw.gov.au](http://www.centraldarling.nsw.gov.au)

PLEASE ADDRESS ALL  
CORRESPONDENCE TO:  
THE GENERAL MANAGER  
P. O. BOX 165  
WILCANNIA NSW 2836



PHONE (08) 8083 8900  
FAX (08) 8091 5994

COUNCIL CHAMBERS  
21 REID STREET  
WILCANNIA NSW 2836

28 February 2024

The Hon. Chris Minns MP  
Premier  
[kogarah@parliament.nsw.gov.au](mailto:kogarah@parliament.nsw.gov.au)

The Hon. Daniel Mookhey MLC  
Treasurer  
[office@treasurer.nsw.gov.au](mailto:office@treasurer.nsw.gov.au)

The Hon. Ron Hoenig MP  
Minister for Local Government  
[office@hoenig.minister.nsw.gov.au](mailto:office@hoenig.minister.nsw.gov.au)

Dear Premier, Treasurer and Minister

## Cost shifting onto Central Darling Shire Council

I write to you on behalf of Central Darling Shire Council to seek your commitment to work in partnership with the local government sector to address the issue of cost shifting, which arises where the NSW Government forces councils to assume responsibility for infrastructure, services and regulatory functions without sufficient supporting funding.

Alarming, the latest research commissioned by Local Government NSW (LGNSW) shows that the increase in cost shifting accelerated. The latest cost shifting report produced by independent consultants Morrison Low on behalf of Local Government NSW, shows that the cost shifting burden is now valued at more than \$1.36 billion per year, up 78 per cent in just over five years. (Full report at [www.lgnsw.org.au/costshifting](http://www.lgnsw.org.au/costshifting)).

On average, this represents an additional cost of \$460.67 for every ratepayer across the state, and results in lost services, lost opportunity and lost amenity for all our residents and businesses. These hidden taxation arrangements harm communities and run counter to principles of transparency and good government.

For Central Darling Shire Council, this cost impost means that we are not able to provide the necessary services and standard of infrastructure for our communities, unless cost shifting is addressed.

Councils welcomed your pre-election acknowledgement that the decade-long practice of cost shifting had undermined the financial sustainability of the local government sector.

To this end, recent reforms to the rate peg methodology by IPART are a step in the right direction. Also positive is your forthcoming review of the Emergency Services Levy, which

Page 1 of 2

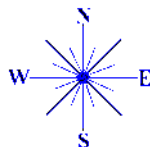
## CENTRAL DARLING SHIRE COUNCIL

CONSTITUTED 1 MAY 1959

ABN: 65 061 502 439

E-mail: [council@centraldarling.nsw.gov.au](mailto:council@centraldarling.nsw.gov.au)  
Website: [www.centraldarling.nsw.gov.au](http://www.centraldarling.nsw.gov.au)

PLEASE ADDRESS ALL  
CORRESPONDENCE TO:  
THE GENERAL MANAGER  
P. O. BOX 165  
WILCANNIA NSW 2836



PHONE (08) 8083 8900  
FAX (08) 8091 5994

COUNCIL CHAMBERS  
21 REID STREET  
WILCANNIA NSW 2836

must no longer be imposed on either councils or on insurance policies, in line with every other state in Australia.

However, significant reforms remain required, and in November 2023 councils unanimously resolved at the LGNSW Annual Conference to call on the NSW Government to take urgent action to address cost shifting onto local government.

Would you please urgently work to deliver your pre-election commitments to ensure that cost shifting onto local government is addressed through a combination of regulatory reform, budgetary provision and appropriate funding?

Addressing this longstanding matter would demonstrate a commitment from your government to work in partnership with councils for the benefit of the communities we all serve.

For further information or to arrange a meeting, please contact Bob Stewart at [stewartr@centraldarling.nsw.gov.au](mailto:stewartr@centraldarling.nsw.gov.au) or on 0429 915 900.

Yours sincerely

A handwritten signature in black ink that reads "R. K. Stewart".

Bob Stewart

**Administrator**

Operation Plan and Long Term Financial Plan Adoption Timeline 2024		Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19	Week 20	Week 21	Week 22	Week 23	Week 24	
		28-Feb	7-Mar	14-Mar	21-Mar	28-Mar	4-Apr	11-Apr	18-Apr	25-Apr	2-May	9-May	16-May	23-May	30-May	6-Jun	13-Jun	20-Jun	27-Jun	4-Jul	11-Jul	18-Jul	25-Jul	1-Aug	8-Aug	15-Aug
TASK	Lead																									
Budget Planning Meeting Finance Team	FM																									
Update Budget Data entry Worksheets	FM																									
Update Employee Wages worksheet	FM																									
Prepare Capital Works Budget Template	FM																									
Review Reserves Balances	FM/MA																									
Budget Workshop 1 with Administrator	GM																									
Draft Capital Works Program	DSS																									
Update fees and charges for next financial year	MA																									
Revenue Policy to be developed in line with IPART recommendations	RO																									
Complete Draft Operational Plan Including Budgeted Financial Statements	FM																									
Management Review	MANEX																									
Budget Workshop 2 with Administrator (if required)	GM																									
Amendments to draft budget, fees and charges, updated Operational Plan entered and reconciled	FM																									
Prepare Long Term Financial Plan	FM																									
Prepare Council business paper for Operational Plan, fees and charges, LTTP	FM																									
Council Meeting to Adopt Draft Operational Plan and Long Term Financial Plan	GM																									
Advertising/public display of Operational Plan and Long Term Financial Plan for 28 Days	FM/CEO																									
Public comments collated and paper prepared for Council meeting	FM/EA																									
Council meeting to adopt Operational plan and Long Term Financial Plan	GM																									
Enter Budget into PRACTICAL	FM/MA																									

- FM - Finance Manager
- MA - Management Accountant
- DSS - Director Shire Services
- MANEX - Council Executive Team
- RO - Rates Officer
- CEO - Community Engagement Officer
- GM - General Manager

Central Darling Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/23 to 31/12/23

**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 2023

It is my opinion that the Quarterly Budget Review Statement for Central Darling Shire Council for the quarter ended 31/12/23 indicates that Council's projected financial position at 30/6/24 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: 9/2/24

Kevin Smith  
Acting Responsible Accounting Officer



Central Darling Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/23 to 31/12/23

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 31 December 2023

**Income & Expenses - Council Consolidated**

(\$000's)	Original Budget 2023/24	Approved Changes					Revised Budget 2023/24	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					
<b>Income</b>											
Rates and Annual Charges	2,572			(51)			2,521			2,521	2,513
User Charges and Fees	9,451			5			9,456			9,456	4,479
Interest and Investment Revenues	87			25			112			112	57
Other Revenues	383						383			383	379
Grants & Contributions - Operating	9,836						9,836	6,532	1	16,368	8,198
Grants & Contributions - Capital	23,514			(3,500)			20,014			20,014	2,474
Net gain from disposal of assets	-						-			-	5
<b>Total Income from Continuing Operations</b>	<b>45,842</b>	-	-	<b>(3,521)</b>	-	-	<b>42,321</b>	<b>6,532</b>		<b>48,853</b>	<b>18,105</b>
<b>Expenses</b>											
Employee Costs	6,869			(50)			6,819			6,819	3,465
Borrowing Costs	40						40			40	7
Materials & Contracts	8,645			16			8,661	4,219	2	12,880	8,521
Depreciation	4,329						4,329			4,329	2,164
Other Expenses	2,424						2,424			2,424	1,352
<b>Total Expenses from Continuing Operations</b>	<b>22,307</b>	-	-	<b>(34)</b>	-	-	<b>22,273</b>	<b>4,219</b>		<b>26,492</b>	<b>15,509</b>
<b>Net Operating Result from Continuing Operations</b>	<b>23,535</b>	-	-	<b>(3,487)</b>	-	-	<b>20,048</b>	<b>2,313</b>		<b>22,361</b>	<b>2,596</b>
<b>Net Operating Result from All Operations</b>	<b>23,535</b>	-	-	<b>(3,487)</b>	-	-	<b>20,048</b>	<b>2,313</b>		<b>22,361</b>	<b>2,596</b>
<b>Net Operating Result before Capital Items</b>	<b>21</b>	-	-	<b>13</b>	-	-	<b>34</b>	<b>2,313</b>		<b>2,347</b>	<b>122</b>

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRs report

Central Darling Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/23 to 31/12/23

**Income & Expenses Budget Review Statement**

Budget review for the quarter ended 31 December 2023

**Income & Expenses - Council Consolidated**

(\$000's)	Original Budget 2023/24	Approved Changes					Revised Budget 2023/24	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					
<b>Income</b>											
Administration	5,364			(26)			5,338		5,338	1,694	
Public Order & Safety	136						136		136	32	
Community Services & Education	716						716		716	831	
Housing & Community Amenities	1,196			-			1,196		1,196	1,158	
Water Supplies	8,136			(3,500)			4,636		4,636	52	
Sewer Supplies	295						295		295	296	
Transport & Communication	29,035						29,035	6,532	35,567	12,852	
Economic Affairs	964			5			969		969	1,190	
<b>Total Income from Continuing Operations</b>	<b>45,842</b>	-	-	<b>(3,521)</b>	-	-	<b>42,321</b>	<b>6,532</b>	<b>48,853</b>	<b>18,105</b>	
<b>Expenses</b>											
Administration	7,969			(39)			7,930		7,930	4,641	
Public Order & Safety	702						702		702	261	
Community Services & Education	1,187						1,187		1,187	1,100	
Housing & Community Amenities	1,114						1,114		1,114	1,342	
Water Supplies	1,057						1,057		1,057	850	
Sewer Supplies	241						241		241	196	
Transport & Communication	4,808						4,808	4,219	9,027	6,451	
Economic Affairs	900			5			905		905	668	
<b>Total Expenses from Continuing Operations</b>	<b>17,978</b>	-	-	<b>(34)</b>	-	-	<b>17,944</b>	<b>4,219</b>	<b>22,163</b>	<b>15,509</b>	
<b>Net Operating Result from Continuing Operations</b>	<b>27,864</b>	-	-	<b>(3,487)</b>	-	-	<b>24,377</b>	<b>2,313</b>	<b>26,690</b>	<b>2,596</b>	
Discontinued Operations - Surplus/(Deficit)							-	3,500	3,500		
<b>Net Operating Result from All Operations</b>	<b>27,864</b>	-	-	<b>(3,487)</b>	-	-	<b>24,377</b>	<b>5,813</b>	<b>30,190</b>	<b>2,596</b>	
<b>Net Operating Result before Capital Items</b>	<b>21</b>			<b>(3,487)</b>	-	-	<b>(3,466)</b>	<b>5,813</b>	<b>2,347</b>	<b>122</b>	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRS report

Central Darling Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/23 to 31/12/23

**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details
1	<p><b>Grants &amp; Contributions - Operating</b> Advance funding received from Regional &amp; Local Roads Repair Program - \$6,113,000</p> <p>Additional Block Funding to be received \$419,000</p> <p><b>Total adjustment to Grants &amp; Contributions - Operating Budget - \$6,532,000 increase</b></p>
2	<p><b>Materials and Contracts</b> Additional roads expenditure to be incurred due to additional Block Funding \$419,000</p> <p>Additional roads expenditure due to receipt of Regional &amp; Local Roads Repair Program \$3,500,000</p> <p>Additional roads expenditure of Pothole Repair Funding received 2023 financial year \$300,000</p> <p>Additional funds to be allocated to the Domestic Waste budget of \$80,000 for additional compacting and fencing works at landfills. These works are to be funded by a reduction in Building Maintenance budget of \$80,000.</p> <p><b>Total adjustment to Materials and Contracts - \$4,219,000 increase</b></p>

Central Darling Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/23 to 31/12/23

**Capital Budget Review Statement**

Budget review for the quarter ended 31 December 2023

**Capital Budget - Council Consolidated**

(\$000's)	Original Budget 2023/24	Approved Changes					Revised Budget 2023/24	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						
<b>Capital Expenditure</b>												
<b>New/Upgrade Assets</b>												
- Roads	13,100			(1,000)			12,100				12,100	4,535
- Water Infrastructure	7,050			(2,500)			4,550				4,550	2,274
- Buildings	665						665				665	-
- Stormwater Infrastructure	90						90				90	-
- Outdoor Infrastructure	1,239						1,239				1,239	1,322
- Plant & Equipment	1,000						1,000				1,000	86
<b>Renewal Assets (Replacement)</b>												
- Roads	4,050						4,050	-			4,050	2,089
- Water Infrastructure	300						300				300	-
- Buildings	246						246				246	414
- Stormwater Infrastructure	75						75				75	-
- Outdoor Infrastructure	461						461				461	4
<b>Total Capital Expenditure</b>	<b>28,276</b>	-	-	<b>(3,500)</b>	-	-	<b>24,776</b>	-			<b>24,776</b>	<b>10,724</b>
<b>Capital Funding</b>												
Rates, Reserves & Other Untied Funding	1,974						1,974	-			1,974	8,250
Grants & Contributions	26,302						26,302	(3,500)			22,802	2,474
<b>Total Capital Funding</b>	<b>28,276</b>	-	-	-	-	-	<b>28,276</b>	<b>(3,500)</b>			<b>24,776</b>	<b>10,724</b>
<b>Net Capital Funding - Surplus/(Deficit)</b>	<b>(0)</b>	-	-	<b>3,500</b>	-	-	<b>3,500</b>	<b>(3,500)</b>			<b>(0)</b>	-

This statement forms part of Council's Quarterly Budget Review Statement (QBRs) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRs report

Central Darling Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/23 to 31/12/23

**Capital Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

<b>Notes</b>	<b>Details</b>
	<b>No budget amendments for this quarter</b>

Central Darling Shire Council

**Quarterly Budget Review Statement**

for the period 01/10/23 to 31/12/23

**Cash & Investments Budget Review Statement**

Budget review for the quarter ended 31 December 2023

**Cash & Investments - Council Consolidated**

(\$000's)	Original Budget 2023/24	Approved Changes					Revised Budget 2023/24	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					
<b>Externally Restricted</b> <sup>(1)</sup>											
Specific purpose unexpended grants	200					200			200	4,533	
Water supplies	350					350			350	-	
Sewerage services	545					545			545	339	
Domestic waste management	445					445			445	708	
<b>Total Externally Restricted</b>	<b>1,540</b>	-	-	-	-	<b>1,540</b>			<b>1,540</b>	<b>5,580</b>	
<small>(1) Funds that must be spent for a specific purpose</small>											
<b>Internally Restricted</b> <sup>(2)</sup>											
Employees Leave Entitlements	800					800			800	935	
Plant and vehicle replacement	50					50			50	8	
<b>Total Internally Restricted</b>	<b>850</b>	-	-	-	-	<b>850</b>			<b>850</b>	<b>943</b>	
<small>(2) Funds that Council has earmarked for a specific purpose</small>											
<b>Unrestricted</b> (ie. available after the above Restrictions)	1,337	-	-	-	-	1,337			1,337	1,569	
<b>Total Cash &amp; Investments</b>	<b>3,727</b>					<b>3,727</b>			<b>3,727</b>	<b>8,092</b>	

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended xx/xx/xx and should be read in conjunction with the total QBRS report

Central Darling Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/23 to 31/12/23

**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 31/12/23

**Reconciliation Status**

The YTD Cash & Investment figure reconciles to the actual balances held as follows: **\$ 000's**

Cash at Bank (as per bank statements)	592
Investments on Hand	7,500

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)	

<b>Reconciled Cash at Bank &amp; Investments</b>	<b>8,092</b>
--	--------------

<b>Balance as per Review Statement:</b>	<b>8,092</b>
---	--------------

Difference:	-
-------------	---

Central Darling Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/23 to 31/12/23

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

Budget review for the quarter ended 31 December 2023

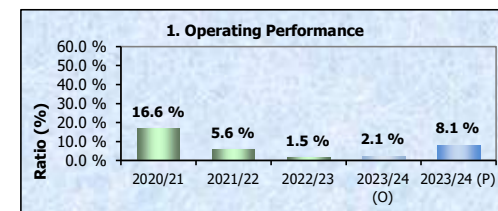
(\$000's)	Current Projection		Original Budget 23/24	Actuals Prior Periods	
	Amounts	Indicator		22/23	21/22
	23/24	23/24			

NSW Local Government Industry Key Performance Indicators (OLG):

**1. Operating Performance**

Operating Revenue (excl. Capital) - Operating Expenses	2347	8.1 %	2.1 %	1.5 %	5.6 %
Operating Revenue (excl. Capital Grants & Contributions)	28,839				

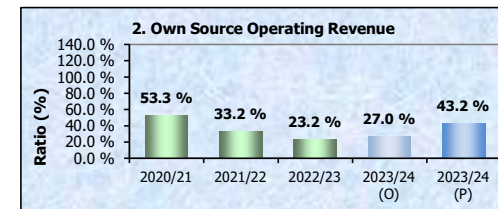
This ratio measures Council's achievement of containing operating expenditure within operating revenue. Benchmark is >0%



**2. Own Source Operating Revenue**

Operating Revenue (excl. ALL Grants & Contributions)	12,471	43.2 %	27.0 %	23.2 %	33.2 %
Total Operating Revenue (incl. Capital Grants & Cont)	28,839				

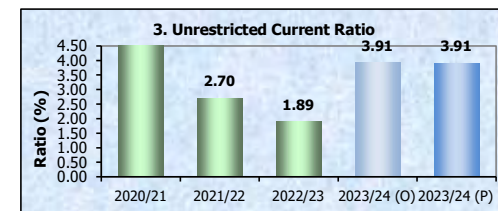
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions. Benchmark is >60.00%



**3. Unrestricted Current Ratio**

Current Assets less all External Restrictions	9,061	3.91	3.91	1.89	2.70
Current Liabilities less Specific Purpose Liabilities	2,319				

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%





Central Darling Shire Council

**Quarterly Budget Review Statement**  
for the period 01/10/23 to 31/12/23

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

Budget review for the quarter ended 31 December 2023

(\$000's)	Current Projection		Original Budget 23/24	Actuals Prior Periods	
	Amounts	Indicator		22/23	21/22
	23/24	23/24			

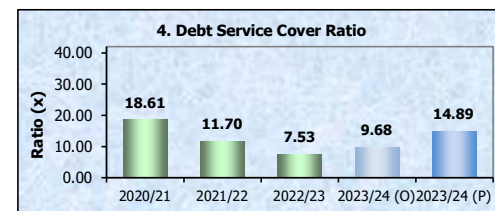
NSW Local Government Industry Key Performance Indicators (OLG):

**4. Debt Service Cover Ratio**

Operating Result before Interest & Dep. exp (EBITDA)	6,716	14.89	9.68	7.53	11.70
Principal Repayments + Borrowing Interest Costs	451				

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

Benchmark >2.00

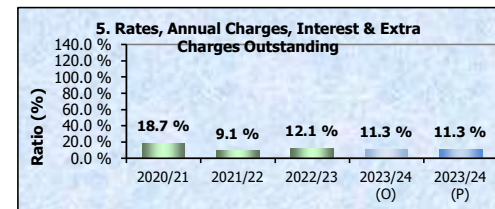


**5. Rates, Annual Charges, Interest & Extra Charges Outstanding**

Rates, Annual & Extra Charges Outstanding	340	11.3 %	11.3 %	12.1 %	9.1 %
Rates, Annual & Extra Charges Collectible	3,018				

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

Benchmark 10.00%

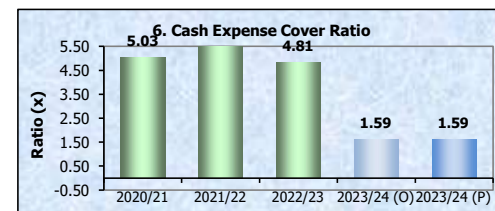


**6. Cash Expense Cover Ratio**

Current Year's Cash & Cash Equivalents (incl. Term Deposits)	3,727	1.59	1.59	4.81	7.46
Monthly Operating & financing activities Cash Flow payable	2,338				

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 01/10/23 to 31/12/23

**Consultancy & Legal Expenses Budget Review Statement**

Consultancy & Legal Expenses Overview

<b>Expense</b>	<b>YTD Expenditure (Actual Dollars)</b>	<b>Budgeted (Y/N)</b>
Consultancies	4,753	Y
Legal Fees	1,338	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

**Quarterly Budget Review Statement**  
for the period 01/10/23 to 31/12/23

**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations being recommended include the following material items:

Notes	Details
1	<p><b>Unbudgeted Private Works</b> Drill pad works to be carried out at Coona Coona for the Department of Regional NSW. Amendment to the budget for User Charges and Fees - \$406,000</p> <p><b>Unbudgeted Routine Maintenance Works.</b> Additional works added to original works plan State Highways NSW Amendment to the budget for User Charges and Fees - \$422,000</p> <p>Total adjustment to User Charges and Fees Budget - \$828,000</p>
2	<p><b>Unbudgeted Capital Grants</b> Funding to be received as part of the Regional Airstrip Upgrade Program Round 9 for works to be carried out at Emmdale Airstrip. Amendment to the budget for Capital Grants and Contributions - \$76,000</p>
3	<p><b>Unbudgeted Materials and Contracts Expense</b> The expected cost of carrying out the private works for the Department of Regional NSW as per Note 1. - \$324,000</p> <p><b>Unbudgeted Materials and Contracts Expense</b> The expected cost of carrying out the additional works the State Highways NSW as per Note 1. - \$422,000</p> <p><b>Unbudgeted Materials and Contracts Expense</b> The expected cost of preparing and marketing property's for sale for unpaid rates as per a report to Council at November's Council Meeting. - \$85,000</p> <p>Total adjustment to Materials and Contracts Budget - \$811,000</p>

Grant Status Register

31 January 2024

Grants - Draft Applications				
Program	Funding Level	Project	Amount (GST Exc.)	Note
NSW Severe Weather & Flood Grant	State	Various Projects	\$1,000,000	August/September 2022
Growing Regions Program	State	White Cliffs Caravan Park Redevelopment	\$1,080,000	EOI approved - application submitted.
Regional Housing Strategic Planning Fund Round 2	State	Central Darling Shire Council Local Housing Strategy	\$61,270	
Connellan Airways Trust	Other	White Cliffs Gymkhana Club 'Mini Bulls' Competition	\$11,500	Applied for on behalf of White Cliffs Gymkhana Club
<b>Total</b>			<b>\$2,152,770</b>	

Grants - Pending				
Program	Funding Level	Project	Amount (GST Exc.)	Note
Regional Housing Strategic Planning Fund Round 2	State	Central Darling Shire Council Local Housing Strategy	\$61,270	
2023-24 Crown Reserves Improvement Fund	State	Menindee Commons replacement and repair of flood damaged fencing	\$25,894	
Community Building Partnership 2023	State	Ivanhoe Campdraft Grounds Improvements	\$14,043	Applied for on behalf of the ICDC with CDCS permission and support.
Growing Regions Program	State	White Cliffs Caravan Park Redevelopment	\$1,080,000	
2023-24 Crown Reserves Improvement Fund	State	Infrastructure and Amenity Improvements at the White Cliffs Gymkhana Grounds	\$437,870	
Get NSW Active 2024-25	State	Wilcannia Shared Paths and Lighting Upgrades	\$217,226	
Remote Airstrips Upgrade Program Rd 10	Federa;	Wilcannia Aerodrome Water and Amenities Upgrade	\$80,000	
<b>Total</b>			<b>\$1,916,303</b>	

Grants - Approved				
Program	Funding Level	Project	Amount (GST Exc.)	Note
Local Roads and Community Infrastructure Program Phase 4 Part A	Federal	1. Menindee streetscape improvements 2. Wilcannia streetscape improvements 3. Ivanhoe streetscape improvements 4. Tilpa playground Improvements	\$1,001,818	
Local Roads and Community Infrastructure Program Phase 4 Part B	Federal	1. Columbus / Behring Streets drainage improvements 2. Menindee Road Reseal 3. White Cliffs Road Reseal 4. Ivanhoe Road Reseal.	\$577,871	
Regional Drought Resilience Planning Program 2023-25	State	RDRP for the Central Darling Shire Council, Broken Hill City Council and Unincorporated NSW (Far West area).	\$450,000	\$200,000 for Planning and \$250,000 for implementation.

Summer 2023/24 and Autumn 2024 Holiday Break		Summer Fun With A Colour Run – Central Darling (Wilcannia, Menindee & Ivanhoe) White Cliffs Gymkhana	\$17,315	Summer Break Only
<b>Total</b>			<b>\$ 2,047,004.00</b>	

<b>Grants - Not Approved</b>				
<b>Program</b>	<b>Funding Level</b>	<b>Project</b>	<b>Amount (GST Exc.)</b>	<b>Note</b>
Youth Opportunities Program	State	Central Darling Youth Leadership Program	\$50,000	Not approved
Community Improvement District Pilot Program	State	Wilcannia Business District Tourism Strategic Placemaking Plan	\$225,000	EOI Stage
Clubgrants Category 3	Other	Refurbishment of Ivanhoe Community Golf Course Clubhouse	\$211,293	On behalf of Ivanhoe Community Golf Club Inc
<b>Total</b>			<b>\$486,293</b>	

<b>Grants - Acquittals</b>				
<b>Program</b>	<b>Funding Level</b>	<b>Project</b>	<b>Amount (GST Exc.)</b>	<b>Note</b>
Murray Darling Basin Economic Development Program Round 3		Victory Caravan Park Amenity Block Upgrade		Waiting on independent report
Community Events Program - LSP- 0137	State	Mari Maa		Continued work on acquittals
Covid-19 Impacted Communities				Continued contact with department and project manager
Baaka Cultural Centre	State			Assisted with reporting
NSW Flood Response Report	State			Submitted
Stronger Country Communities	State	Various		Drafting of next milestone reports commenced
LSP-041	State	Various		Variation - 'Movies under the Stars' approved
SCCF3-0448	State			Outstanding issue to be resolved
NSW Sever Weather & Flood	State	Various		December Quarterly Report submitted
<b>Total</b>			<b>\$0</b>	

Central Darling Shire Council  
MONTHLY REPORT JANUARY 2024

**Morris & Piper**

Monthly Report

216/15 Irving Street  
Phillip, ACT, 2606  
Email: [office@morrispiper.com](mailto:office@morrispiper.com)  
ABN: 58646584616

## INTRODUCTION

This monthly report is prepared for the Central Darling Shire Council (CDSC) under the current 2023-24 Service Agreement. The report captures work completed in January 2024 and sets out a proposed detailed work schedule for the month of February 2024. The report will also look forward to potential activities to be undertaken in the third quarter 2023-24.

## JANUARY 2024 UPDATE

Finalised and submitted the following applications:

- Growing Regions Program - White Cliffs Caravan Park Redevelopment application – \$1,080,000 (ex GST), including the White Cliffs Caravan Park Redevelopment Business Case and Cost Benefit Analysis.

Notified that the following grant applications were successful:

- N/A

Notified that the following grant applications were unsuccessful:

- Youth Opportunities Program - Central Darling Youth Leadership - \$50,000 (ex GST).
- Community Improvement District Pilot Program EOI - Wilcannia Business District Tourism Strategic Placemaking Plan - \$225,000 (ex GST).

Drafting the following applications:

- Connellan Airways Trust - White Cliffs Gymkhana Club 'Mini Bulls' Competition - \$11,500 (ex GST) on behalf of the White Cliffs Gymkhana Club.

CDSC grant program contract management support, reporting and acquittal of all CDSC grant funding, including the following updates:

- Continued to work on Community Events Program - 0137 acquittal.
- Continued work on milestone reports for LSP-041 and SCCF3-0448. Outstanding issue is with the stat dec from Council not being appropriately witnessed. This still needs to be resolved and is with Council.
- Variation request for LSP-041 for an additional activity (Movies under the Stars) - approved.
- Working on Final Report for the Murray Darling Basin Economic Development Program - Victory Caravan Park Amenity Block Upgrade Project. Waiting on Independent Audit Report from Brett Hanger.
- NSW Severe Weather and Flood (OLG00028) January Quarterly Report submitted.

Provided general grant and project management advice, including:

- White Cliffs Caravan Park Redevelopment Business Case and Cost Benefit Analysis.
- Regional Drought Resilience Plan project management:
  - Contract and RFQ development and support.
  - Meetings with CDSC, BHCC & Department of Regional NSW on 16 and 31 January 2024.
- Central Darling Shire Floodplain Risk Management Study and Plan project management.
- Supporting CDSC with grants advice and planning.

## PROPOSED FEBRUARY 2024 WORK SCHEDULE

- Acquit the Wilcannia Accommodation Business Case project (delayed due to outstanding Council payments to providers).
- Preparing and finalising applications for the following project(s):





- Connellan Airways Trust – White Cliffs Gymkhana Club 'Mini Bulls' Competition - \$11,500 (ex GST) on behalf of the White Cliffs Gymkhana Club.
- Continue with project management of both Central Darling Shire Floodplain Risk Management Study and Plan and Regional Drought Resilience Plan, including assisting Council with procurement of consultants for both projects,
- Exploring Regional Precincts and Partnerships Program as a possible application for a Wilcannia Tourism project masterplan.
- Pursue outstanding acquittals, including issue of appropriate signatory to witness stat decs.
- Provide further information to Department of Regional NSW regarding Project Variation Request - SCCF5 - 0420 Delivery of Four Stronger Country Community Fund Projects.
- Provide further information to Office of Local Government regarding approvals for NSW Severe Weather & Floods 2022 - Category D - AGRN 1030 & 1034.
- CDSC grant programs support including tracking, reporting and acquittal grant funding.
- Continue to explore and research grant funding opportunities to meet Council priorities.

**PROPOSED SCHEDULE TO MARCH 2024**

- Continue to work on and submit new grant applications due to March 2024, including matching CDSC project priorities with grant opportunities as they become available with a focus on funding for:

<ul style="list-style-type: none"> <li>– Streetscapes</li> <li>– Review of the EMPlan.</li> <li>– Roads and Airstrips</li> <li>– Council cemeteries (fencing/plaques)</li> <li>– Menindee Street Art</li> <li>– Solar Panels for Council buildings Ivanhoe</li> <li>– Swimming Pool heating</li> </ul>	<ul style="list-style-type: none"> <li>– Ivanhoe Community Golf Club (applications pending). Sound Dome Beautification – White Cliffs</li> <li>– Landfill improvements (Litter fencing, CCTV, operational)</li> <li>– Water Security for White Cliffs</li> <li>– Ivanhoe RSL Tennis Court Resurface / Multipurpose Courts</li> </ul>
--	--

- Continued grants administration advice and support (including reporting and acquittals).

**SUMMARY OF DAYS WORKED**

Total Days under Service Agreement (to end June 2024)	Rolling Total Days Used	January 2024 Days Used	Days Remaining at 31 January 2024 <sup>1</sup>
84	52	5.25	34.25

<sup>1</sup> Includes carry over of 7.5 days from 2022-23.  
6 February 2024



Please contact me if there is anything you would like to discuss regarding the above report.

Prepared by:

A handwritten signature in black ink, appearing to read 'Andrew Morris'.

**Andrew Morris**

Director, Morris & Piper Advisory

6 February 2024

Email: [andrew@morrispiper.com](mailto:andrew@morrispiper.com)

Mobile: 0427 015 580



# Respectful Workplace Behaviour Policy

<b>Document Reference No:</b>	GD23/13373	<b>Version:</b>	1
<b>Department:</b>	Governance		
<b>Author:</b>	Human Resources Officer		
<b>Responsible Director:</b>	General Manager		
<b>Authorisation Date:</b>		<b>Review Date:</b>	
<b>Minute No:</b>			

**Printing Disclaimer**

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

## Respectful Workplace Behaviour Policy

### Purpose

Central Darling Shire Council (CDSC) is committed to providing a safe, respectful and healthy work environment for all employees through encouraging positive working relationships that are free from all forms of discrimination, harassment and workplace bullying.

All employees are required to treat each other with courtesy, in a friendly and respectful manner.

### Application

This Policy applies to all employees, volunteers, work experience placements, contractors, labour hire placements, and any other provider of services on behalf of the CDSC.

### Definitions

**Discrimination** – refers to behaviour and conduct that treats a person unfavourably due to a protected attribute.

**Harassment** – refers to any form of inappropriate or improper behaviour that is perceived by the affected person(s) to be personally offensive, and is not wanted, not asked for and not returned, or is likely to cause a hostile or uncomfortable workplace.

**Sexual Harassment** – refers to any conduct or behaviour of a sexual nature that is unwelcome and makes a person feel offended, humiliated or intimidated.

**Workplace** – refers to any location where an employee is carrying out their duties or engaging in work related activities.

**Workplace Bullying** – refers to persistent and repeated behaviour directed at an employee (or group of employees) that creates a risk to health and safety.

### Provisions

Within CDSC, a respectful workplace is one where all employees are treated fairly, differences are acknowledged and valued, communication across all levels is open and courteous, conflict is addressed early, and there is a culture of empowerment and cooperation.

It is a workplace where diversity and inclusion enhance the quality and depth of decision making and improves collaboration and teamwork across all levels of the organisation.

This Policy applies to all behaviour that occurs:

- In connection with work, even if it occurs outside of normal working hours.
- During work activities, for example when dealing with employees from across the organisation, customers and members of the public.
- At work related events for example at conferences and work-related social functions.
- Through communications such as email, phone calls, text messaging and social media where workers interact with other employees or members of the public – whether during work or outside of working hours.

Selection of individuals for employment, promotion or higher duties, learning and development, will be on the basis of professional merit, in fair and open competition in accordance with the organisation's policies and procedures.

#### Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

## Respectful Workplace Behaviour Policy

### Benefits of a Respectful Workplace

The benefits to CDSC of a supportive, positive and respectful workplace culture include:

- Greater capacity to attract and retain the best people and be seen by the community as the preferred employer.
- Greater workplace harmony where every employee is able to raise a concern comfortably.
- A more capable, productive and adaptable workforce that is responsive to community needs and expectations.
- A more culturally aware workforce that reflects and better understands the community that it serves.
- An empowered workforce that encourages employees to be innovative.
- Improved health and wellbeing of all employees.

### Respectful Workplace Behaviours

All employees are required as a condition of their employment, to ensure that their behaviour is consistent with the behaviours set out in the CDSC Code of Conduct, including however not limited to:

- Interacting with others in a professional, courteous and polite manner that does not interfere with the health, safety and comfort of others.
- Treating others in the way they wish to be treated.
- Communicating in a clear, calm and professional manner to others, across all levels.
- Being open to and accepting that others have a different experiences, skills, attributes and views on life and work.
- Being willing to assist and support work colleagues to be successful in their work.
- Taking the time to listen to the other persons point of view.
- Being open to try new ways of working.
- Being approachable, considerate and honest when dealing with others.
- Being able to enjoy and have fun in the workplace.

Consistent with respectful workplace behaviours, CDSC expects that when conflict arises in the workplace, all parties will work towards resolving issues in a timely, open and respectful way.

### Employee Responsibilities

Employees are responsible for:

- recognising their individual role in contributing to and maintaining a respectful and positive workplace culture.
- taking responsibility for their own actions and behaviour in the workplace, and where the actions of others are disagreeable attempt to resolve issues as early as possible in a respectful and courteous way.
- reporting to an appropriate supervisor/manager any behaviour against another person that they observe in the workplace that may amount to workplace bullying, discrimination, harassment, vilification or victimisation as defined in this Policy.
- seeking advice if they do not understand any aspect of this or any other CDSC Policy.

#### Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

Respectful Workplace Behaviour Policy

### **Supervisors and Managers Responsibilities**

Managers and supervisors are responsible for:

- providing a safe work environment that enables employees to carry out their work responsibilities free of negative workplace behaviours.
- adopting proactive strategies to prevent negative workplace behaviours.
- “leading the way” by being good role models of respectful workplace behaviour and conduct.
- continual monitoring of the work environment to ensure that high standards of respectful workplace behaviour are observed (including monitoring of indicators of negative workplace behaviour which may include for example low morale, increased absenteeism, staff turnover and conflict).
- ensuring employees understand their responsibilities under the Respectful Workplace Behaviours Policy.

Managers and/or supervisors are required to take appropriate action in circumstances where they become aware of breaches of this Policy even without a complaint being lodged. This will include taking all appropriate action in accordance with the Workplace Grievances and/or Incidents Procedure.

### **Child Safety**

CDSC has a responsibility to ensure that all young people are safe when engaging with CDSC.

CDSC is committed to implementing and upholding the Child Safe Standards issued through the National Office for Child Safety.

All employees are required to ensure that they adhere to all policies and procedures when interacting with children and young people, both within and outside of work.

### **Discrimination**

Under the *Anti-Discrimination Act 1977 (NSW)* discrimination in employment on the basis of the following characteristics is against the law:

- sex
- pregnancy and breastfeeding
- race
- religion
- age
- marital or domestic status
- gender identity
- disability
- transgender status
- political activity
- union association and/or activity
- family / carer’s responsibilities.

This includes discrimination because a relative, friend or associate has one of these characteristics, with the exception of family/carer’s responsibilities.

Page 4 of 11

Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council’s Document Management System.

## Respectful Workplace Behaviour Policy

Discrimination in employment is also against the law under the following Commonwealth legislation:

- *Racial Discrimination Act 1975*
- *Sex Discrimination Act 1984*
- *Age Discrimination Act 2004*
- *Disability Discrimination Act 1992*

It is also against the law to treat someone unfavourably because you assume they have a protected personal characteristic or may have it at some time in the future.

Discrimination can be direct or indirect. Below is a summary of each:

*Direct discrimination*

Direct discrimination occurs when a person or group of people, is treated less favourably in the same, or similar circumstances than another person or group of people because of a particular characteristic.

Direct discrimination often occurs because someone has a stereotyped view about what people from particular groups are like. For example:

- denying employment or other work-related opportunities to a person or a group of people because of a prohibited ground of discrimination
- ignoring, isolating or segregating a person or group because of a prohibited ground of discrimination.

*Indirect discrimination*

Indirect discrimination occurs where a condition or requirement is imposed which, although neutral on its face, has a disproportionate impact that is less favourable on people with a particular characteristic, and the condition or requirement is not reasonable in the circumstances. For example:

- a policy that requires all employees to attend meetings early in the morning or late in the afternoon when it is not necessary or reasonable in all the circumstances and is likely to disadvantage employees with carer's responsibilities.

Indirect discrimination generally results from treating everyone the same rather than considering whether the policy, condition or requirement being applied to everyone is reasonable in all the circumstances.

Examples of when it is not considered unlawful discrimination include:

- implementing recruitment programs targeting for example, Aboriginal and Torres Strait Islanders, women, people with disabilities or people from culturally and linguistically diverse backgrounds.
- not offering employment to an applicant for a job in circumstances where they cannot meet the inherent requirements (essential as opposed to non-essential) parts of a job.
- reasonable accommodation and provision of work aids for employees with disabilities.
- not being able to accommodate the request of an employee with carer's responsibilities for a particular roster because it is not operationally appropriate or possible.

## Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

Respectful Workplace Behaviour Policy

### **Sexual Harassment and Harassment**

Any form of harassment, including sexual harassment, is unlawful under both State and Commonwealth legislation if:

- it is unwelcome, uninvited or unreciprocated; and
- a reasonable person would anticipate that the recipient would be offended, humiliated, intimidated; and
- it is either sexual in nature or targets a person on a discriminatory ground.

It should be noted that harassment that is sexual in nature is defined under State and Commonwealth legislation as Sexual Harassment.

Harassment can occur regardless of whether or not a person intended to harass another person. It does not need to be repeated or continuous; one-off incidents are capable of constituting harassment.

It is important to note that what is acceptable to one person may not be acceptable to others. The test is whether, having regard to all the circumstances, a reasonable person would be offended, humiliated or intimidated.

The following list is not exhaustive, and it is important to note that in all cases, many factors will come into play. Employees should use common sense to determine appropriate action in each circumstance, taking each situation into account on a case-by-case basis.

Harassment on discriminatory grounds includes, however is not limited to:

- material that is sexist, racist, ageist, homophobic and so on, that is placed in someone's workspace or belongings, or on a computer device.
- verbal abuse or comments that put down or stereotype people generally, or an individual, in relation to a protected characteristics.
- jokes based on gender, race, marital status, homosexuality, disability, age, marital status, carer's responsibilities or transgender status.
- offensive communications (including letters, phone calls, emails, text messages).
- ignoring, isolating or segregating a person or group because of their sex, homosexuality, race, transgender status and so on.

Sexual harassment includes, however is not limited to:

- suggestive comments or jokes about a person's physical appearance or sexual characteristics.
- sexual or physical contact, such as slapping, kissing, touching, hugging or massaging.
- sexually explicit pictures, screen savers or posters.
- staring or leering in a sexual manner.
- unnecessary familiarity, such as deliberately brushing up against someone.
- spreading sexual rumours; or intrusive questions about sexual activity or insinuations about a person's private life.
- insults or taunts of a sexual nature.
- displaying or circulating material of a sexual nature including by email, photos, posters or screen savers etc.

It is not sexual harassment when the behaviour is based on mutual attraction, friendship or respect, or where the interaction is consensual, welcome and reciprocated.

However, behaviour can become sexual harassment if the interaction changes from being based on mutual attraction, friendship or respect to non-consensual, unwelcomed and unreciprocated interactions.

Page 6 of 11

Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.



## Respectful Workplace Behaviour Policy

**Workplace Bullying**

Workplace bullying can take many forms. It can be physical, spoken, written, overt or covert. Behaviours that may constitute workplace bullying include, however are not limited to:

- abusive, insulting or offensive language or comments
- aggressive and intimidating conduct
- belittling or humiliating comments
- being subjected to practical jokes
- unjustified criticism
- deliberately excluding or isolating employees
- withholding information that is vital for effective work performance
- setting unreasonable timelines or constantly changing deadlines
- setting tasks that are unreasonably below or beyond a person's skill level
- denying access to information, supervision, consultation or resources to the detriment of the worker
- spreading misinformation or malicious rumours
- changing work arrangements such as rosters and leave to deliberately inconvenience a particular employee or employees.

Workplace bullying can also take the form of action or lack of action.

Workplace bullying can be directed at a single employee or group of employees and be carried out by one or more employees. It can occur:

- sideways (peer to peer) between employee(s).
- downwards from manager(s) to employee(s).
- upwards from employee(s) to supervisor(s) or manager(s).
- contractor(s) to employee(s) or employee(s) to contractor(s).
- elected member(s) to employee(s) or employee(s) to elected member(s).
- community to employee(s) or employee(s) to community.

Managers and supervisors may take reasonable management action to direct and manage the way work is carried out. It is reasonable for managers and supervisors to allocate work and give feedback on an employee's performance. These actions are not considered to be workplace bullying if they are carried out in a reasonable, respectful and lawful manner.

Given the nature of the work being undertaken, robust conversations and directions may form part of general business and should not necessarily be viewed as workplace bullying.

Examples of reasonable management action include, however are not limited to:

- setting reasonable performance goals, standards and deadlines.
- rostering and allocating working hours where the requirements are reasonable.
- transferring a worker for operational reasons.
- deciding not to select a worker for promotion where a reasonable process is followed.
- disciplinary action (including investigations) taken in a reasonable manner.
- informing a worker about unsatisfactory work performance or inappropriate behaviour in a fair, honest, objective and constructive way.
- not selecting an employee for a development opportunity where a reasonable process has been followed.
- implementing organisational changes or restructuring.
- taking disciplinary action, including suspension or termination of employment.

## Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

Respectful Workplace Behaviour Policy

### **Workplace Conflict**

Conflict is a natural part of any human interaction and there is nothing unusual about conflict occurring in the workplace. Employees can have differences and disagreements in the workplace without engaging in repeated, unreasonable behaviour that creates a risk to health and safety.

There are broadly two kinds of workplace conflict. One is where employees' ideas, decisions or actions relating directly to their work are in opposition and the second is where two employees just do not get on. This is often referred to as a 'personality clash'.

Differences of opinion and disagreements are generally not considered to be workplace bullying. However, in some cases conflict that is not adequately managed may escalate to the point where it turns into workplace bullying.

Employees are required to raise any concerns or grievances using the internal Workplace Grievances and/or Incident Procedure.

### **Victimisation**

Victimisation occurs where an employee is subjected to a detriment in retaliation for some action they have taken, or intend to take, or have helped someone else take, in relation to a complaint of harassment, discrimination, workplace bullying, vilification or victimisation. This includes employees who have agreed to be witnesses in relation to a person's complaint.

Victimisation includes, however is not limited to:

- an employee being moved to a less responsible position while their complaint of sexual harassment is being considered.
- an employee being ostracised by other employees because they have or intend on making a complaint of sexual harassment.
- an employee being denied a development opportunity because they have lodged a complaint.

### **Vilification**

Vilification occurs whereby public act, an employee incites hatred towards, serious contempt for, or severe ridicule of a person or groups of persons because of:

- race, colour, nationality, descent, ethno-religious or national country of origin
- homosexuality (lesbian or gay)
- HIV or AIDS status or
- transgender status.

This includes vilification because someone is thought to be homosexual or transgender even if they are not, or thought to have HIV or AIDS, even if they do not.

Vilification includes, however is not limited to:

- material published on the internet, including social networking sites.
- speeches or statements made in public.
- abuse that occurs in public.
- statements or remarks in newspapers, journals or other publications, or on the radio or television or social media.
- gestures made in public.
- wearing symbols, such as badges or clothing with racist slogans, in public.
- putting up posters or stickers in a public place.

Page 8 of 11

Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

Respectful Workplace Behaviour Policy

### **Gossip and Confidentiality**

All employees are required to avoid gossiping about historical matters involving current or former workers or any allegations of inappropriate workplace behaviour occurring at CDSC. Where an employee considers another employee's behaviour to be inappropriate, the worker is required to raise this with the relevant supervisor or manager.

It is also unacceptable for employees to talk with other employees, clients or suppliers, extended family or friends, or the media about any complaint of discrimination, harassment, sexual harassment or workplace bullying that is the subject of a complaint or investigation other than on a 'need to know' basis.

Breaching the confidentiality of a current complaint or investigation or inappropriately disclosing personal information obtained in the course of a complaint or investigation (for example, as a manager) is a serious breach of this policy and may lead to formal disciplinary action.

### **Reporting Inappropriate Behaviour**

In the interests of maintaining a safe and respectful workplace, it is important that incidents of unacceptable behaviour are managed appropriately to prevent a reoccurrence.

Employees are encouraged wherever possible to raise matters directly with the other person/s involved in the inappropriate behaviour if they feel safe or capable to do so. This is often the most effective and timely way to address issues and resolve any potential misunderstandings.

In circumstances where an employee feels comfortable to do so, they should calmly and professionally inform the other person/s as soon as possible of inappropriate behaviour by:

- raising your concerns informally and in a non-confrontational manner.
- explaining that the behaviour is unwelcome and you would like it to stop.
- explaining that the behaviour is impacting adversely on you.
- focusing on the unwanted behaviour rather than the person.
- not retaliating and maintaining professionalism.

Where an employee is unable, or feels unsafe, to talk directly with the person concerned, they are required to report the behaviour in line with the Workplace Grievances and/or Incident Procedure.

### **Request for Anonymity**

In some cases, it may not be possible for the person raising the grievance to remain anonymous due to the right of other parties to natural justice and to know the nature of the allegation(s) being made against them. Anonymity may also delay an issue from being resolved thereby creating a potential health and safety hazard for other employees.

While the complainant's wishes will be taken into account, they do not determine whether or how the complaint should be investigated. That is the responsibility of the person hearing the grievance. A complainant will be advised in advance if CDSC is unable to maintain confidentiality.

All reports of unacceptable behaviour will be dealt with in a sensitive, impartial, professional and timely manner. Upon reporting an issue you will be provided with copies of any relevant policies and procedures and next steps will be explained to you in detail. At all times employees will be provided with support as their personal health, wellbeing and privacy will be treated as a high priority.

The police will be informed of alleged criminal offences.

Page 9 of 11

Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

Respectful Workplace Behaviour Policy

### **Misleading or False Allegations**

Inaccurate, misleading, malicious or false accusations have negative consequences for the person(s) concerned, interpersonal relationships and morale of the workplace. Where it is found that a complaint has been made in bad faith to cause distress to one or more persons or as a practical joke disciplinary measures will be taken.

### **Consequence of Unacceptable Behaviour**

Where appropriate, employees alleged to have behaved unacceptably will be subject to a disciplinary process. Serious incidents of unacceptable behaviour will lead to disciplinary action and may include dismissal.

Employees may also be held personally liable for their own behaviour or conduct. This means that when an employee undertakes discrimination, harassment, sexual harassment, workplace bullying, vilification or victimisation the employee may be subject to a penalty or an order from the regulator, the Fair Work Commission or another relevant tribunal or court.

### **Obtaining Advice**

Employees are encouraged to discuss their concerns with their immediate supervisor/manager. Alternatively, employees may contact the Human Resources Officer to seek advice regarding options to address a concern.

Employees may also obtain advice from their union or external agencies such as the Ombudsman, the Anti-Discrimination Board, Australian Human Rights and Equal Opportunity Commission or Safe Work NSW at any time.

### **Employee Support**

Employees are reminded that they may seek support and/or assistance through the confidential Employee Assistance Program (EAP).

### **Legislation**

- *Racial Discrimination Act 1975 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Age Discrimination Act 2004 (Cth)*
- *Disability Discrimination Act 1992 (Cth)*
- *Children's Guardian Act 2019 (NSW)*
- *Children and Young Persons (Care and Protection) Act 1998 (NSW)*
- *Child Protection (Working with Children) Act 2012 (NSW)*
- *Work Health Safety Act 2011 (NSW)*
- *Anti-Discrimination Act 1977 (NSW)*
- *Local Government (State) Award (NSW)*

Page 10 of 11

Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

Respectful Workplace Behaviour Policy

### **Related Documents**

- Child Safe Policy
- Employee Assistance Program Procedure
- Employment Screening Procedure
- Flexible Working Arrangements Policy
- Induction Procedure
- Model Code of Conduct for Council Employees
- Recruitment and Selection Policy
- Recruitment and Selection Procedure
- Work Health and Safety Policy
- Workplace Diversity Policy
- Workplace Grievances and/or Incident Procedure

### **Monitoring and Review**

This policy will be monitored and reviewed by the Human Resources Officer to ensure compliance. Once adopted, it remains in force until it is reviewed by the General Manager. It is to be reviewed every two (2) years to ensure that it meets requirements, or sooner if the General Manager determines appropriate.

Page 11 of 11

Printing Disclaimer

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.



# Workforce Diversity Policy

<b>Document Reference No:</b>	GD23/17048	<b>Version:</b>	1
<b>Service Unit:</b>	Governance		
<b>Author:</b>	Human Resources Officer		
<b>Responsible Director:</b>	General Manager		
<b>Authorisation Date:</b>		<b>Review Date:</b>	
<b>Minute No:</b>			

**Printing Disclaimer**

If you are viewing a printed copy of this document it may not be current. Printed copies of this document are not controlled.

Before using a printed copy of this document, verify that it is the most current version by referencing Council's Document Management System.

## Workplace Diversity Policy

### **Purpose**

Central Darling Shire Council (CDSC) is committed to creating a workplace that is fair and inclusive, and builds a workforce which better reflects the diversity of our community. It is underpinned by the broad principles of Human Rights, Social Justice and Equal Employment Opportunity (EEO), and ensures that all decisions made within CDSC are based on merit and sound management practices. In particular, it relates to the areas of recruitment, selection, training, skills development, promotions, workforce planning, terms and conditions of employment and separation.

The main objectives of this policy are:

#### 1 Attract and recruit a diverse workforce:

- Apply fair and inclusive recruitment and selection practices to ensure all employees and prospective employees are treated equitably.
- Build strong partnerships with our community and external organisations to maximise the employment outcomes for groups who are under-represented in our workforce.
- Provide improved employment and career development opportunities for people who are underrepresented in our workforce through specific programs and initiatives.

#### 2 Develop and retain a diverse workforce:

- Develop a diverse and skilled workforce that reflects the diversity of our community.
- Foster a work environment that values and utilises the contributions of all employees considering diversity of skills, backgrounds, experiences and educational levels.
- Identify and address inequalities in employment, training, development and promotion within CDSC.

#### 3 Workforce diversity as part of everyday business:

- Promote workforce diversity as a source of strength. This is not only about increasing visible differences in the workforce, but also about the strategic advantage that comes from incorporating a wide variety of capabilities, ideas and insights in our decision making, problem solving, policy development and service delivery.
- Implement a Workforce Diversity Plan, which includes EEO management plans, that provide direction and objectives and strategies for CDSC.
- Create a workplace culture that fosters fair and inclusive practices and behaviours.
- Increase employee awareness of their rights and responsibilities with regards to equity, integrity and respect for all aspects of diversity

The Workforce Diversity Policy is supported by CDSC's Workforce Diversity Management Plan, which was developed in accordance with the Local Government Act 1993 to eliminate and ensure the absence of discrimination on specified grounds and to promote equal opportunity across the organisation and with prospective employees.

### **Application**

This policy applies to all employees of CDSC and includes, trainees, labour hire employees, students on work experience and volunteers.

## Workplace Diversity Policy

**Definitions**

**Discrimination** refers to behaviour and conduct that treats a person unfavourably due to a protected attribute.

**Diversity** refers to the equal employment opportunity groups that are under-represented in our workforce. These groups include women, people with caring or family responsibilities, Aboriginal and Torres Strait Islander people, people living with a disability, people from culturally or linguistically diverse backgrounds, and young people under 25 years.

**Employment related opportunities** refers to recruitment and selection, engagement of persons as employees, promotion and transfer of employees, training and development for employees, and conditions of service for employees.

**Equal Employment Opportunity** refers to the principle that everyone should have equal access to employment opportunities based on merit – whether internal or external applicants.

**Harassment** refers to any form of inappropriate or improper behaviour that is perceived by the affected person(s) to be personally offensive, and is not wanted, not asked for and not returned, or is likely to cause a hostile or uncomfortable workplace.

**Victimisation** refers to the unfair treatment for raising or intends to raise a concern or complaint about discrimination or harassment, or in providing evidence or information regarding a complaint.

**Provisions**

This policy recognises that specific groups of people in our community, have in the past experienced, and may continue to experience, inequitable treatment in gaining employment or within their workplace. The aim of workforce diversity is to create a culture that fosters fair and inclusive behaviours and removes any discriminatory practices that may exist and to redress the past exclusion and marginalisation of these groups.

1. Commitment
  - 1.1 CDSC embraces workforce diversity as a source of strength. It recognises that our employees are our greatest asset and aims to attract and retain people with diverse skills, experience and background to deliver high quality services to our community. A workforce that reflects the diversity of our community will be better able to understand the needs of our customers.
  - 1.2 CDSC also recognises that workforce diversity is not only about increasing visible differences in the workforce, but the strategic advantage that comes from incorporating a wide variety of capabilities, ideas and insights in our decision making, problem solving, policy development and service delivery.
  - 1.3 CDSC respects people as individuals and values their differences. It is committed to creating a working environment that is fair and flexible, promotes professional growth and benefits from the capabilities of its diverse workforce.
  - 1.4 The Workforce Diversity Policy guides the development and implementation of the Workforce Diversity Plan and all other strategies and programs that promote workforce diversity.



## Workplace Diversity Policy

## 2. Principles

- 2.1 **Human Rights** – The universal rights of all people are to be treated with respect, equality and dignity.
- 2.2 **Social Justice** – Embraces the rights of all communities to fair and equitable access to services and resources, equal rights and opportunities to participate in all aspects of community life and decision making.
- 2.3 **Equal Employment Opportunity (EEO)** – Aims to recruit and select employees for positions (including promotions) on merit; provide equitable access to employment, professional development and workplace participation for people who are underrepresented in our workforce; and ensure that workplaces are free from all forms of unlawful discrimination and harassment.

Under the *Local Government Act (NSW) 1993*, CDSC is required to develop and implement an Equal Employment Opportunity (EEO) Management Plan that captures details of programs to achieve the integration of equity and diversity, and equal employment opportunity principles into all aspects of employment.

To meet its obligations, CDSC is committed to ensuring:

- a) All employment practices are based on merit of the individual against specific position requirements.
- b) A workplace free from all forms of discrimination and harassment.
- c) An workplace culture which supports mutual respect and equality in the workplace.
- d) A workplace which values and supports diversity and equity at all levels.
- e) A workplace that fosters and values an inclusive and culturally sensitive work environment.

**Responsibilities****Employee Responsibilities**

- Support and respect equity, workplace diversity, ethical practices, workplace safety and to help prevent unlawful discrimination and harassment or bullying in the workplace.
- Participate in workforce diversity training and awareness sessions as requested.
- Treat all employees, customers and members of the community in a fair and equitable manner in accordance with CDSC's values and workforce diversity principles.
- Speak up and/or report behaviour that is outside of Council policies and procedures.

**Management/Supervisor Responsibilities**

All Managers and supervisors are required to implement workforce diversity principles in the workplace on a day-to-day basis. In practice this includes but is not limited to:

- Taking active steps to prevent and eliminate discrimination and harassment.

### Workplace Diversity Policy

- Dealing fairly and equitably with complaints, incidents or grievances in a timely and respectful manner.
- Managing employees fairly, including consulting employees about decisions affecting them.
- Providing all employees with equitable access to training and development opportunities to achieve career goals.
- Fostering a work environment that values and utilises the contributions of all employees considering diversity of skills, backgrounds, experiences and educational levels.
- Conducting recruitment and selection processes fairly and inclusively to ensure all employees and prospective employees are treated equitably.
- Ensure all employees have access to organisational information through an induction process and other information and peer networks.

### Human Resources Responsibilities

- Develop and implement a Workforce Diversity Plan, including EEO, for people who are underrepresented in our workforce: women; Aboriginal and Torres Strait Islander people; people living with a disability; people from culturally or linguistically diverse backgrounds; young people under 25 years.
- Within the Workforce Diversity Plan, establish goals and strategies so that our workforce better reflects our community.
- In partnership with divisions, implement specific programs and initiatives to provide improved employment and career development opportunities for people who are under-represented in our workforce.
- Apply fair and inclusive recruitment and selection practices to ensure all employees and prospective employees are treated equitably
- Ensure systems and processes are being complied with for detecting and responding to reports of discrimination or harassment.
- Build strong partnerships with our community and external organisations to maximise the employment outcomes for groups of people who are under-represented in our workforce.
- Provide appropriate training and development in workforce diversity matters.
- Collect, record and report appropriate workforce diversity information and key performance indicators.

### Victimisation

Council will not tolerate the victimisation or unfair treatment of any employee who raises or intends to raise a concern or complaint regarding harassment or discrimination, or for providing evidence or information in relation to a complaint.

Workplace Diversity Policy

### **Incident Reporting**

All employees are encouraged to report incidents in line with the Workplace Grievances and/or Incident Procedure.

External parties are to report all incident relating to employees in writing to the General Manager.

### **Reporting Requirements**

Annual equal employment opportunity data and outcomes will be reported in CDSC's Equal Employment Opportunity Management Plan and Annual Report.

The Human Resources Officer will monitor reports and outcomes from this Policy and the CDSC.

### **Legislation**

The legislation applicable to this Policy is listed below and includes associated regulations (as amended from time to time):

- *Age Discrimination Act 2004 (Cth)*
- *Anti-Discrimination Act 1977 (NSW)*
- *Australian Human Rights Commission Act 1986 (Cth)*
- *Disability Discrimination Act 1992 (Cth)*
- *Equal Employment Opportunity Act 1987 (Cth)*
- *Industrial Relations Act 1996 (NSW)*
- *Local Government Act 1993 (NSW)*
- *Local Government (State) Award 2023*
- *Racial Discrimination Act 1975 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Work Health and Safety Act 2011 (NSW)*

### **Related Documents**

Below is a list of relevant internal documents (as amended from time to time) as it relates to this Policy:

- Code of Conduct
- Central Darling Shire Council Workforce Diversity Management Plan
- Employee Screening Procedure
- Learning and Development Policy
- Learning and Development Procedure
- Recruitment and Selection Policy
- Recruitment and Selection Procedure
- Respectful Workplace Behaviour Policy

#### Workplace Diversity Policy

- Work Health and Safety Policy
- Workplace Grievances and/or Incident Procedure

#### **Monitoring and Review**

This policy will be monitored and reviewed by the Human Resources Officer to ensure compliance. Once adopted, it remains in force until it is reviewed by Council. It is to be reviewed every two (2) years to ensure that it meets requirements, or sooner if the General Manager determines appropriate.

DRAFT

**Draft Road names for unnamed roads throughout the Central Darling Shire Council area.**

<b>Road number</b>	<b>Draft name</b>	<b>Suburb</b>	<b>Road type</b>	<b>Orientation North South or east west</b>	<b>Road sealed/ unsealed/ paper plan</b>	<b>gazetted</b>
1	The Blocks Road	White Cliffs	Road	East West then north	Sealed around blocks, unsealed into licence area	Yes part around the dugouts is gazetted No name allocated
2	Kayrunnera Road	White Cliffs	Road	East West	Paper and track in use	No
3	Whipstick Road	White Cliffs	Road	North West	Sealed / unsealed road	No
4	Monolon Road	White Cliffs	Road	North	Unsealed road	No
5	Johnson Street	White Cliffs	Street	North	Sealed road in town, north of town unsealed road	No
6	North Street	White Cliffs	Street	North	Paper and track in use	No
7	North Lane	White Cliffs	Lane	East West	Paper	No
8	Claim Lane	White Cliffs	Lane	East West	Paper	No
9	Stone Lane	White Cliffs	Lane	East West	Paper	No
10	South Lane	White Cliffs	Lane	East West	Unsealed track in use	No
11	Turleys Hill Road	White Cliffs	Road	East, then North then West, then south	Sealed road	Road around the dugouts

				Circular road around dugouts		is a gazetted road, no name allocated
<b>12</b>	East Street	White Cliffs	Street	North South	Track in use	No
<b>13</b>	White Street	White Cliffs	Street	North South	Sealed Road	No
<b>14</b>	Church Lane	White Cliffs	Lane	East West	Part track in use finishes at Caravan park	No
<b>15</b>	Church Street	White Cliffs	Street	East West	Sealed road	No
<b>16</b>	Fossicker Street	White Cliffs	Street	East West	Track is use	No
<b>17</b>	Keraro Lane	White Cliffs	Lane	East West	Track in use	No
<b>18</b>	Opal Street	White Cliffs	Street	North South	Sealed road, closed at Caravan park	No
<b>19</b>	Harris Street	White Cliffs	Street	North South, starts at Keraro Road, South below Keraro Rd is Opal Miners Way	Sealed as part of Opal Miners Way, the sealed until Church St, Track in use above church street	No
<b>20</b>	Harris Lane	White Cliffs	Lane	North South	Paper street	No
<b>21</b>	West Street	White Cliffs	Street	North South	Paper street	No
<b>22</b>	White Hill Road	White Cliffs	Road	Circular around dugouts	Sealed Road	Yes, gazetted with no name

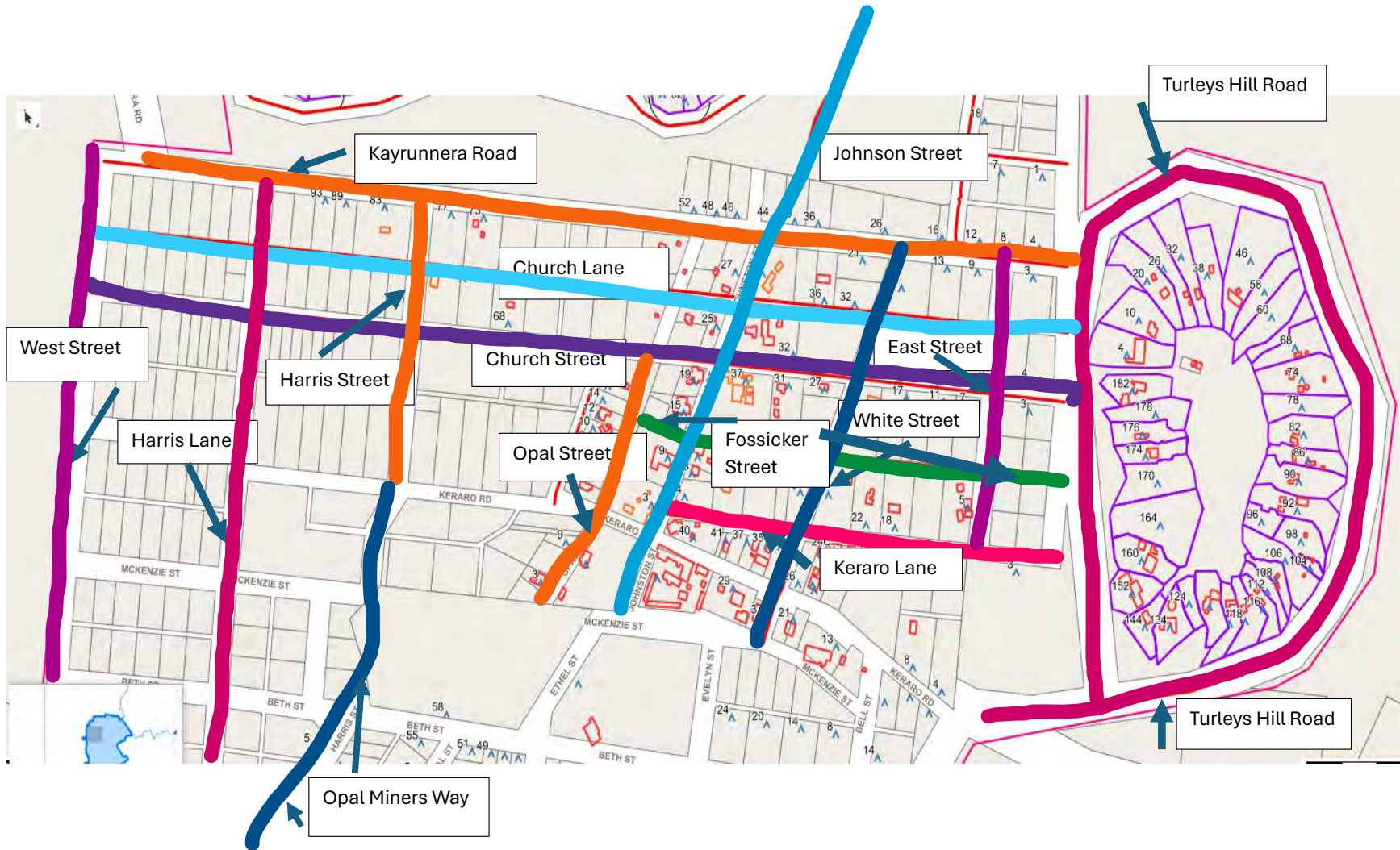
<b>23</b>	Tarella Road	White Cliffs	Road	North South – South of White Cliffs	Rural Track in use	No
<b>24</b>	Barkindji Drive	Wilcannia	Drive	East West then south	Sealed Road	No
<b>25</b>	Parundji Drive	Wilcannia	Drive	North South	Sealed Road	No
<b>26</b>	Victory Caravan Park Crescent	Wilcannia	Crescent	East West	Sealed road	No
<b>27</b>	St Theresa Street	Wilcannia	Street	East West	Sealed	No
<b>28</b>	Warrali Street	Wilcannia	Street	North South	Sealed	No
<b>29</b>	Hood Lane	Wilcannia	Lane	East West	Paper	No
<b>30</b>	Resource Street	Wilcannia	Street	East West to Wilcannia Tip	Track In use partially sealed	No
<b>31</b>	Palmer Lane	Wilcannia	Lane	East West	Track in use	No
<b>32</b>	Middle Lane	Wilcannia	Lane	East West	Paper	No
<b>33</b>	River Lane	Wilcannia	Lane	East West	Paper	No
<b>34</b>	Reid Street	Wilcannia	Street	East West	Sealed from Town until Walker Street becomes West Wilcannia Road	No
<b>35</b>	West Wilcannia Road	Wilcannia	Road	East West	Sealed/ becomes Reid Street after Walker Street.	No
<b>36</b>	Wilcannia Cemetery Road	Wilcannia	Road	North South	Unsealed track in use	No
<b>37</b>	Union Bend Road	Wilcannia	Road	North South	Unsealed track in	No

					use to be sealed	
<b>38</b>	Weir Road	Wilcannia	Road	East West	Track in use	No
<b>39</b>	West Bend Road	Wilcannia	Road	East West	Track in use	No
<b>40</b>	Warrawong Road	Wilcannia	Road	East West	Track in use	No
<b>41</b>	Strathavon Road	Mossgeil	Road	East West	Track in use	No
<b>42</b>	Warrawee Road	Mossgeil	Road	North South	Track in use	No

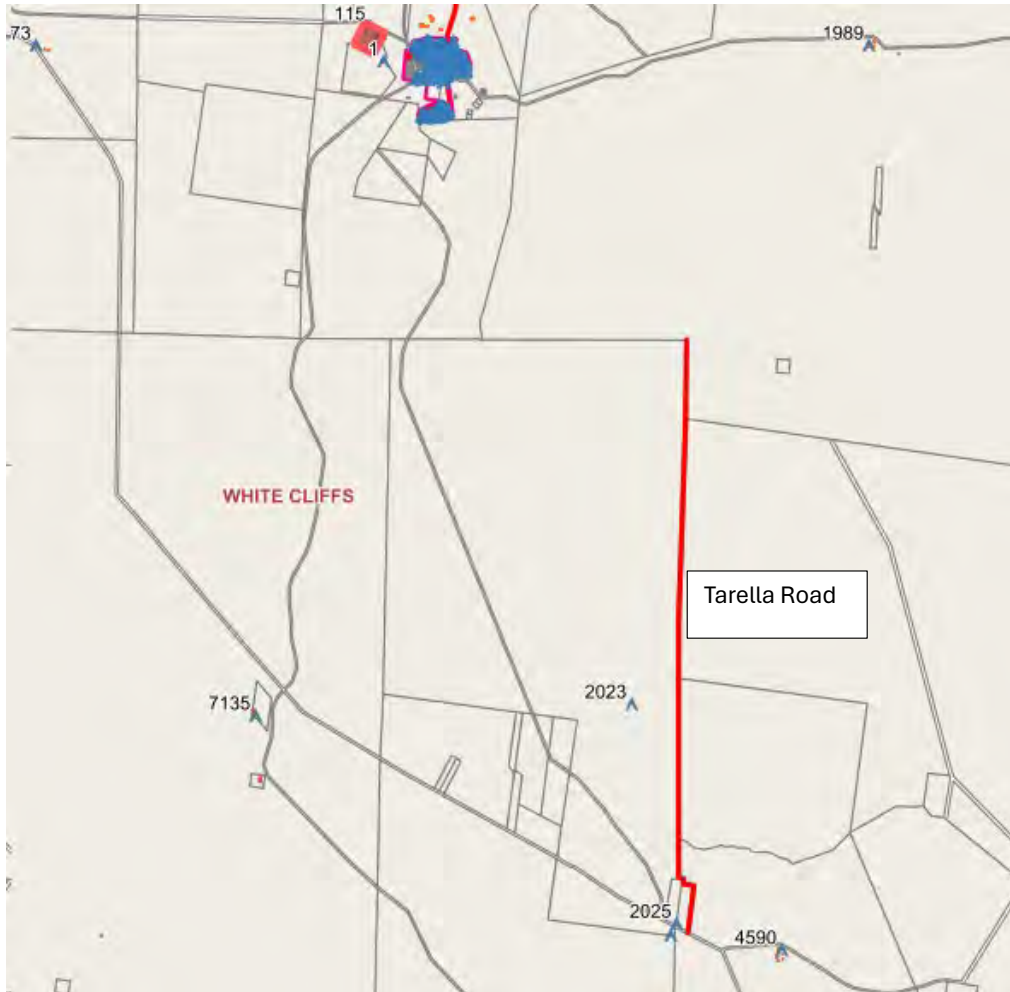


White Cliffs draft road names February 2024











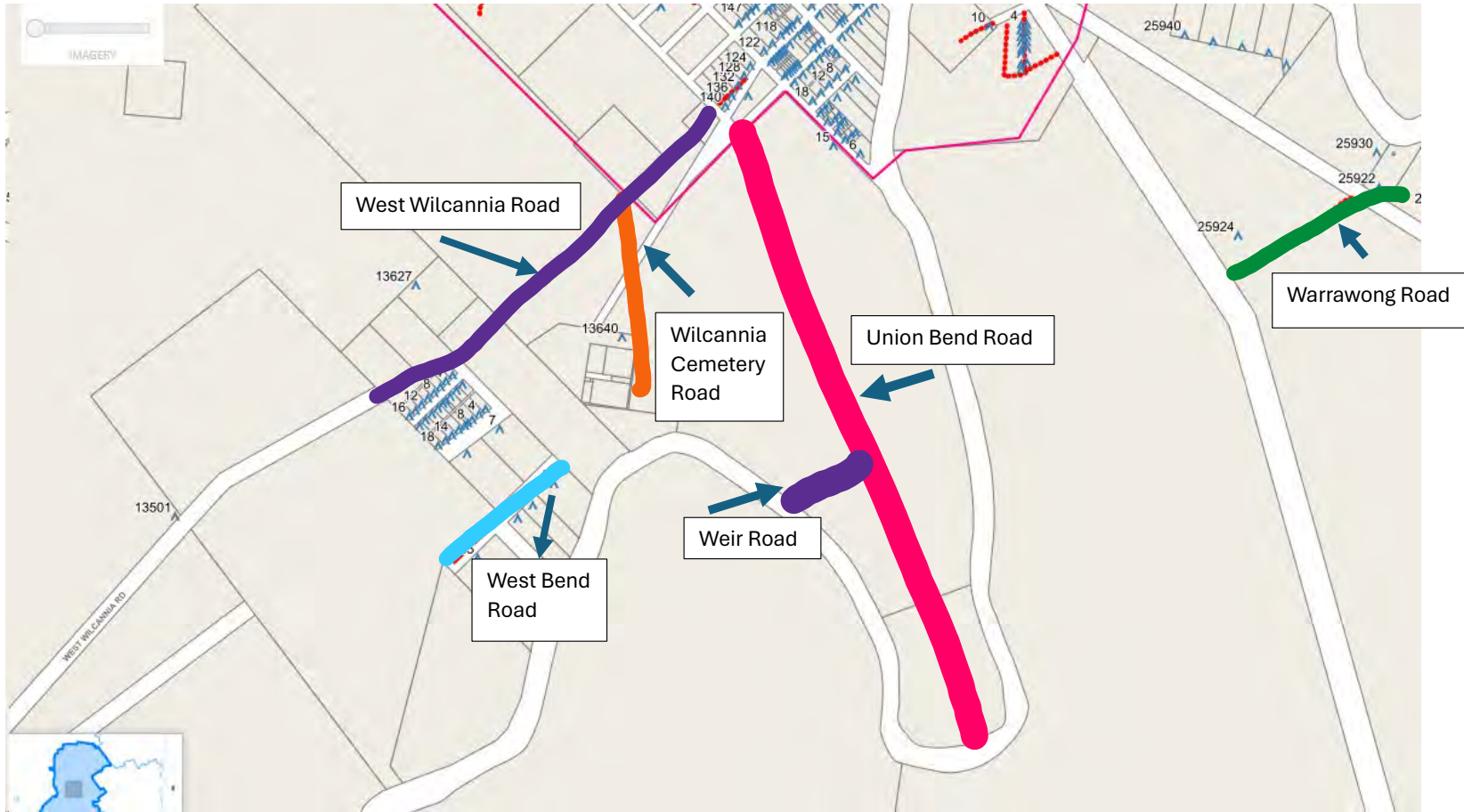
**Wilcannia unnamed roads and Mossgeil unnamed roads – Draft road names**















**MINUTES FOR WCCA MEETING HELD 12<sup>TH</sup> JANUARY 24****MEETING OPENED AT 10AM**

**PRESENT:** Nik (Acting G.M.), Enid, Robyn, Wayne, Ron, Peter G and Rachelle

**APPOLOGIES:** Fran, Rob, Sue and Gregg

**CORROSPONDENCE IN:** Grant – 1<sup>st</sup> Stage approved and now 2<sup>nd</sup> stage being forward in today

Xmas Party Money -\$400 Motion: Request a financially on each business's and where the money is going.

Moved Enid Black

Second Ron Dowton

**CORROSPONDENCE OUT:** Support Growing Regions Program

Film night from Wilcannia Council

**AUSTRALIA DAY:** Another Venue as Pear's Tank has no water, decided on Hall as it was neutral grounds. To organise BBQ, sausages, soft drink, keg, Eskys, red/white wine and Ice. \$10 charge, to get sign from Council re Australia Day, borrowing kids' equipment from Sporting club and 12pm Start rather than 11am as before.

Office to be done and fencing over this Summer

Rachelle to find out from Reese re extension of back fence line

Talk to Council again about taking on Pool and having it as an asset to the Caravan Park and anything else outstanding e.g. Dump Point, Public Toilet Sign

**MEETING FINISHED 11:11AM**

**White Cliffs Community Association – 355 Committee****MINUTES****ANNUAL GENERAL MEETING****Monday 12 February, 2024****Meeting open:** 4.03pm**Attendance:** Robyn Taylor, Sue Dowton, Ron Dowton, Sarah Ker, Enid Black, Fran Schonberg, Greg Hill General Manager Central Darling Shire,**Apologies:** Wayne Amjah & Rod Dyson**Acceptance of previous minutes:***Recommendation: Minutes for the 1 December, 2021 Annual General Meeting be accepted.**Moved: Greg Hill**Seconded: Ron Dowton**Carried***Reports:**

President's Report—Robyn Taylor submitted

Treasurer's Report—Sarah Ker submitted

*Recommendation: That all reports be accepted:**Moved: Robyn Taylor**Seconded: Enid Black**Carried***All committee positions declared vacant and the meeting is passed to Mr Greg Hill, General Manager, Central Darling Shire Council to hold elections.****Election of Committee****Nominations received are:****President:** Robyn Taylor**Vice President:** Ron Dowton**Secretary:** Fran Schonberg**Treasurer:** Sarah Ker

Declared to be duly elected.

**General Committee:****Nominations:** Enid Black, Rod Dyson, Sue Dowton, Wayne Amjah & Annette Turner. With the ability to increase numbers when appropriate.**The meeting handed over to the President.****General Business:****Meeting closed:** 4.22pm



Treasurer to raise and invoice to the Council for Australia Day and Seniors Week

Credit card needs to be changed from Rob Dysons name to Rachelle so she can use the card.

Banking - explore changing banks so we can change signatories easier – Sarah to explore

Fencing at the back is not straight – we need to change to corner due to large caravans cant turn around. The status of the next-door block to be explored. Write a letter to Council highlighting a number of issues to be identified by Robyn and Rachelle & the handing over of the swimming pool. Explore opening the back area with a walk-through so caravans can use to dump point at the park.

Letter of thankyou to Jo from National Parks for the new board

Enid access to the pool very complicated and the gate only half works and there is no checking on people using the pool.

**Meeting closed: 5.19 pm**

## **MENINDEE COMMON TRUST**

### **GENERAL MEETING**

Minutes of the meeting held 03.02.2024 at the Menindee Park

**Present:** Bob Looney, Lorraine Looney, Joanne Looney, Lindsay Riggs, Leslie Mcinnes, Tizzy Mcinnes, Sussan Evans, Kathy Fazulla, Annie Williams, Robert Fazulla, Gary McConnell, John Coombes, Bob Dening, Stan Huston

**Apologies:** Murray Jones

**Previous Minutes:** Meeting Commenced at 10.15am. Minutes read out by R Fazulla.  
Bob Dening moved that the minutes be moved as true and correct.

**Seconded** Annie Williams

**Matters Arising:**

Shire forms to be filled out to cover common members for public liability.

Texas Downs fencing dispute discussed

Grid, gate, signage, fencing on common boundary completed.

Applications for new Common members received and accepted by committee.

Jack Nation, Kristen Lombardo, Josh Nadge, Natasha Nadge

**Correspondence Out**

- Various E mails to shire in reference to Grants

**Correspondence In:** Credit Union Bank statement received.

Credit Union will not be using or accepting cheques /need to open a debit account:  
passed my all members

Stock statement completed online.

Financial statement \$8040.85

\$450 banked for Common Fees

$\$8016.72 + \$420 + \$30 = \$8466.72$

Local Land service fee -\$423.87 =8040.85

**General Business:**

4 x new members

Stock levels 13 cattle, and 5 horses. One horse on common the owner is unknown.  
Members to find out who the owner is.

Grants applied for new fencing and gates/in progress

Looking for grant to build a stock resting yard

Gates are being stolen around Menindee and committee agreed to stamp all common gates and take photos.

Herds' person Gary McConnell asked if any new stock was to be put on the common that the owner needs to take photos and present to Committee. All members agreed.

Meeting closed at 11.02am

**Next Meeting**

Rob Fazulla

Bob Denning

Secretary

President



## **MENINDEE COMMON TRUST**

### **ANNUAL GENERAL MEETING**

Minutes of the Annual General Meeting held 03.02.2024 at the Menindee Park

**Present:** Bob Looney, Lorraine Looney, Joanne Looney, Lindsay Riggs, Leslie Mcinnes, Tizzy Mcinnes, Sussan Evans, Kathy Fazulla, Annie Williams, Robert Fazulla, Gary McConnell, John Coombes, Robert Dening, Stan Huston

**Apologies:** Nil

**Previous Minutes:** Meeting Commenced at 11.05am. Minutes read out by R Fazulla. Lorraine Looney moved that the minutes be moved as true and correct.

Seconded Kathy Fazulla

Financial statement \$8040.85

\$450 banked for Common Fees

$\$8016.72 + \$420 + \$30 = \$8466.72$

$-\$423.87 = 8040.85.$

All positions declared vacant by Robert Fazulla then chaired and opened all positions for voting.

**Nominees :**

**President.** Robert Dening nominated by Kathy Fazulla, seconded Annie Williams.

**Vice President.** Robert Fazulla nominated by Gary McConnell seconded Robert Dening.

**Secretary /treasurer.** Robert Fazulla nominated by Kathy Fazulla seconded Sussan Evans.

**Herds Person.** Gary McConnell nominated by Annie Williams seconded Leslie McInness.

Committee as per attendance list.

The new signatories for the Common account as agreed by all members are as follows, Robert Dening, Robert Fazulla and Leslie McInness. Please activate business banking with all 3 signatories.

Murray Jones is to be removed as a signatory on the Common account



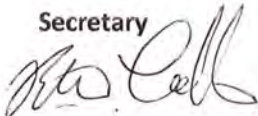
**NOTE : Murray Jones did not want to stand for president as per phone discussion with Robert Fazulla.**

**Meeting closed at 11.20am**

**Next Meeting TBA**

**Rob Fazulla**

**Secretary**



**Robert Denning**

**President**

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME LINDSAY RIGGS

ADDRESS 1499 CADGELL ST  
MENINOBBA

PHONE 0460 881176

EMAIL LINDSAY.RIGGS1@outlook.com

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE 

Approved by committee.  YES  NO

Date 3.2.24

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME KRYSTEN LOMBARDO

ADDRESS 22 HOLDING STREET

MENINDEE N.S.W 2879

PHONE 0427914352

EMAIL just.lomby@bigpond.com

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE 

Approved by committee.  YES  NO

Date 3-2-24

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME Kathy Fazulla

ADDRESS 100 Brown St  
Broken Hill

PHONE 04 88 68 58 48

EMAIL kfazulla@bigpond.net.au

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE K. Fazulla

Approved by committee.  YES  NO

Date 8/9/23

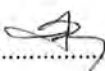
**CENTRAL DARLING SHIRE COUNCIL.  
MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME.....*Natasha Nadge*.....  
ADDRESS.....*237 Hall Street Broken Hill*.....  
.....  
PHONE.....*0428478251*.....  
EMAIL.....*Josh.Tash@internode.on.net*.....

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE..........

Approved by committee.  YES  NO

Date.....*3.2.24*.....

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME..... Robert Fazulla .....

ADDRESS..... 100 Brown Street .....

..... Broken Hill. ....

PHONE..... 0409242720 .....

EMAIL..... kfazulla@bigpond.net.au .....

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE.....  .....

Approved by committee.  YES  NO

Date..... 8.9.23 .....

**CENTRAL DARLING SHIRE COUNCIL.  
MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME..... *LORRAINE LOONEY* .....

ADDRESS..... *P.O. BOX 194* .....

..... *MENINDEE* .....

PHONE..... *0429914470* .....

EMAIL..... .....

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE..... *L Looney* .....

Approved by committee.  YES  NO

Date..... *8/9/23* .....

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME..... ROBERT LOONEY .....

ADDRESS..... P.O. BOX 194 .....

..... MENINDEE .....

PHONE..... 80914374 .....

EMAIL..... lorraine.looney172@gmail.com .....

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE..... R L .....

Approved by committee.  YES  NO

Date..... 8/9/23 .....



**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME Anne Marie Williams

ADDRESS Shamrock Hill  
Via Menindee N.S.W

PHONE 0428813684

EMAIL Workman-ha@bigpond.com

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE A.M. Williams  


Approved by committee. YES  NO

Date 8/9/2022

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME..... *LEON M'JINNS* .....

ADDRESS..... *1 HENRY ST* .....

..... *MENINDEE* .....

PHONE..... *0+99228845* .....

EMAIL..... *t.12245519@OUTLOOK.COM* .....

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE..... *L. M'Jinns* .....

Approved by committee.  YES NO

Date..... *8.9.23* .....

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME LESLEY M<sup>c</sup>TANES

ADDRESS 1 HENLEY ST

MENINDEE N.S.W 2879

PHONE 0429413882

EMAIL lesley.mcTanes@live.com

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE L. McTanes

Approved by committee. YES NO

Date 8.9.23

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME STANLEY HUGHSTON

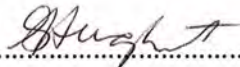
ADDRESS 108 ~~TRAFFIC~~ RD IRRIGATION RD

MENINDEE

PHONE 0427966605

EMAIL ~

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE 

Approved by committee.  YES  NO

Date 8.9.23

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**


NAME Gray Maxwell

ADDRESS 45 WENTWORTH RD  
MENINDEE

PHONE 042 7874799

EMAIL ghfs@bigpond.com

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE 

Approved by committee.  YES  NO

Date 8.9.23

**CENTRAL DARLING SHIRE COUNCIL.**

**MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME Joanne Looney

ADDRESS Ivanhoe Rd menindee

PHONE 0429914470

EMAIL horseplay-05@live.com.au

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE 

Approved by committee. YES  NO

Date 8-9-23

**CENTRAL DARLING SHIRE COUNCIL.  
MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**


NAME SSSSAW EVANS

ADDRESS 45 WENTWORTH ROAD  
MENINDEE

PHONE 0428 561 611

EMAIL bhfs@bigpond.com

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE 

Approved by committee.  YES  NO

Date 8-01-23



**CENTRAL DARLING SHIRE COUNCIL.  
MENINDEE COMMON COMMITTEE.**

Constituted by Council under section 527 of the local Government Act.

**Application to be an enrolled commoner.**

NAME..... Joshua Nidge  
ADDRESS..... 237 Hall Street  
..... Broken Hill  
PHONE..... 0428998088  
EMAIL..... Josh84@internode.on.net

My principal place of abode is within the area, and I do not have land capable on being agisted within a reasonable distance of Menindee.

SIGNATURE..... 

Approved by committee.  YES  NO

Date..... 3.2.24



CENTRAL DARLING SHIRE COUNCIL

MENINDIE COMMON COMMITTEE

Constituted by Council under Section 527 of the Local Government Act

APPLICATION TO BE ENROLLED AS A COMMONER

NAME ..... Jake Nation .....  
ADDRESS ..... Lot 32 Westworth Road Menindee .....  
.....

My principal place of abode is within the area and I do not have land capable of being agisted within a reasonable distance of Menindee.

.....  
  
Signature

Approved by Committee ..... 3.2.24. Yes .....

Phone # 0419 240 245.

CENTRAL DUBLING SHIRE COUNCIL

MENINDEE COMMON COMMITTEE

Constituted by Council under Section 527 of the Local Government Act

APPLICATION TO BE ENROLLED AS A COMMONER

NAME .. Kerry McInnes ..  
ADDRESS .. 17 Maiden St, Menindee ..  
.....

My principal place of abode is within the area and I do not have land capable of being agisted within a reasonable distance of Menindee.

*Kerry McInnes*  
.....  
Signature

Approved by Committee .. 24.9.22 .. *raw* .. *afnes* ..

CENTRAL DARLING SHIRE COUNCIL

MENINDEE COMMON COMMITTEE

Constituted by Council under Section 527 of the Local Government Act

APPLICATION TO BE ENROLLED AS A COMMONER

NAME .. Klarika McInnes .....

ADDRESS .. 17 Maiden St, Menindee .....

.....

My principal place of abode is within the area and I do not have land capable of being agisted within a reasonable distance of Menindee.

.....  
Signature

Approved by Committee .. 24.9.22 .. M. B. .. M. Innes .....

CENTRAL DARLING SHIRE COUNCIL

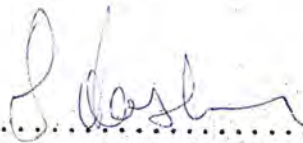
MENINDEE COMMON COMMITTEE

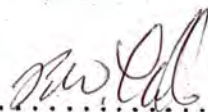
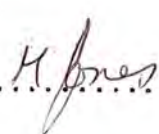
Constituted by Council under Section 527 of the Local Government Act

APPLICATION TO BE ENROLLED AS A COMMONER

NAME .. GAVIN HOSKINS ..  
ADDRESS .. ~~10~~ ~~10~~ 10 POONCAME ROAD ..  
.. MENINDEE 2879 ..

My principal place of abode is within the area and I do not have land capable of being agisted within a reasonable distance of Menindee.

  
.....  
Signature

Approved by Committee .. 24.9.22 ..  ..  ..

**CENTRAL DARLING SHIRE COUNCIL**

**VOLUNTEER HANDBOOK**



<b>Personal Details</b>			
Name (Mr/Mrs/Miss/Ms)	KRYSTEN LUMBARDO		
Medical Restrictions	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If "Yes" please specify
<b>Mutual Obligation</b>			
Name of Training Provider/Organisation			
Contact Person			
Contact Number			
Reporting requirements			
<b>Volunteering with the Central Darling Shire Council</b>			
Type of volunteering work preferred (eg Community Care, Child Care, Aged Care, Library)			
Availability (days and times)			
Access to a vehicle	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Vehicle Details Insurance Type Policy Number
<b>Volunteering Checks</b>			
Agreement for Police Check	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Agreement for Working with Children Check	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Agreement for Health Check	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	

I declare this information to be true and correct to the best of my knowledge.

Prospective Volunteer: *Kristen Lumbarde*

Date: 21-10-23

<b>Office Use Only</b>	
Approved	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	
Designated Supervisor	
Date	

## Volunteer Application Form

<b>Personal Details</b>			
Name (Mr/Mrs/Miss/Ms)	KRYSTEN LOMBARDO		
Address	22 HOLDING STREET MENINDEE		
Telephone	0880914351 (home)	0427914352 (work)	
Mobile	0427914352		
Email address	just-lomby@bigpond.com		
Gender	MALE		
Date of Birth	21-05-1965		
<b>Emergency Contact</b>			
Name	HELEN GASMIER		
Relationship	DeFacto		
Telephone	0427914351		
<b>Skills and Experience</b>			
Driver's Licence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Number 5454 AE
			Class HR, R
			Expiry 27 Sep 2028
Qualifications			
Experience			
First Aid Certificate	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If "Yes" please specify level and date
Employment Details	Self Employed.		
Volunteer Experience	Rural Fire Service		

# Volunteer Agreement

I, KRYSTEN LOMBARDO agree that:

- I understand the volunteer rights and responsibilities.
- I am fit to carry out the duties assigned to me as a volunteer.
- I will carry out the volunteer's duties as set out in the attached position description.
- I will be reliable and accountable.
- I understand probity checks will be conducted where necessary.
- I will read and comply with Council's Code of Conduct and Work Health and Safety Policy and other policies, practices and procedures related to the position.
- I will undertake any training provided by Central Darling Shire Council.
- I will undertake the induction program provided by Central Darling Shire Council.
- I will respect confidentiality and privacy.
- I will ask for help and support when needed.
- I will give reasonable notice when I no longer wish to volunteer.
- I understand that whilst acting as a volunteer and only when carrying out approved activities will I be covered under Council's applicable insurance policies.
- I understand that the Central Darling Shire Council may terminate my volunteering service if I do not comply with this agreement.

Volunteer Signature



Date

21-10-23



**CENTRAL DARLING SHIRE COUNCIL**

**VOLUNTEER HANDBOOK**

<b>Personal Details</b>			
Name (Mr/Mrs/Miss/Ms)			
Medical Restrictions	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If "Yes" please specify
<b>Mutual Obligation</b>			
Name of Training Provider/Organisation			
Contact Person			
Contact Number			
Reporting requirements			
<b>Volunteering with the Central Darling Shire Council</b>			
Type of volunteering work preferred (eg Community Care, Child Care, Aged Care, Library)			
Availability (days and times)			
Access to a vehicle	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Vehicle Details Insurance Type Policy Number
<b>Volunteering Checks</b>			
Agreement for Police Check	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Agreement for Working with Children Check	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Agreement for Health Check	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

I declare this information to be true and correct to the best of my knowledge.

Prospective Volunteer: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Office Use Only</b>	
Approved	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	
Designated Supervisor	
Date	

## Volunteer Application Form

Personal Details			
Name (Mr/Mrs/Miss/Ms)	STAN HUGHSTON		
Address	LOT 108 IRRIGATION RD MENINDIE 2879 NSW		
Telephone	<del>04279</del> (home)	0427966605 (work)	
Mobile			
Email address	_____		
Gender	MALE		
Date of Birth	20-8-1950		
Emergency Contact			
Name			
Relationship			
Telephone			
Skills and Experience			
Driver's Licence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Number 4854 PC Class HC Expiry 7 APR 2026
Qualifications	CRANE DRIVER		
Experience	MINE WORKER PERILYA		
First Aid Certificate	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If "Yes" please specify level and date
Employment Details	B. H MINES		
Volunteer Experience	_____		

### Volunteer Agreement

I, STANLEY HUGHSTON agree that:

- I understand the volunteer rights and responsibilities.
- I am fit to carry out the duties assigned to me as a volunteer.
- I will carry out the volunteer's duties as set out in the attached position description.
- I will be reliable and accountable.
- I understand probity checks will be conducted where necessary.
- I will read and comply with Council's Code of Conduct and Work Health and Safety Policy and other policies, practices and procedures related to the position.
- I will undertake any training provided by Central Darling Shire Council.
- I will undertake the induction program provided by Central Darling Shire Council.
- I will respect confidentiality and privacy.
- I will ask for help and support when needed.
- I will give reasonable notice when I no longer wish to volunteer.
- I understand that whilst acting as a volunteer and only when carrying out approved activities will I be covered under Council's applicable insurance policies.
- I understand that the Central Darling Shire Council may terminate my volunteering service if I do not comply with this agreement.

Volunteer Signature

Stanley Hughston

Date

2-2-2024

**CENTRAL DARLING SHIRE COUNCIL**

**VOLUNTEER HANDBOOK**

<b>Personal Details</b>			
Name (Mr/Mrs/Miss/Ms)	JOHN COOMBE		
Medical Restrictions	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If "Yes" please specify
<b>Mutual Obligation</b>			
Name of Training Provider/Organisation			
Contact Person			
Contact Number			
Reporting requirements			
<b>Volunteering with the Central Darling Shire Council</b>			
Type of volunteering work preferred (eg Community Care, Child Care, Aged Care, Library)	COMMON COMMITTEE DUTIES		
Availability (days and times)	NOT VERY OFTEN		
Access to a vehicle	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Vehicle Details Insurance Type Policy Number
<b>Volunteering Checks</b>			
Agreement for Police Check	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Agreement for Working with Children Check	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Agreement for Health Check	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

I declare this information to be true and correct to the best of my knowledge.

Prospective Volunteer: John Coombe Date: 21/9/23

<b>Office Use Only</b>	
Approved	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments	
Designated Supervisor	
Date	



### Volunteer Agreement

I, JOHN COOMBE agree that:

- I understand the volunteer rights and responsibilities.
- I am fit to carry out the duties assigned to me as a volunteer.
- I will carry out the volunteer's duties as set out in the attached position description.
- I will be reliable and accountable.
- I understand probity checks will be conducted where necessary.
- I will read and comply with Council's Code of Conduct and Work Health and Safety Policy and other policies, practices and procedures related to the position.
- I will undertake any training provided by Central Darling Shire Council.
- I will undertake the induction program provided by Central Darling Shire Council.
- I will respect confidentiality and privacy.
- I will ask for help and support when needed.
- I will give reasonable notice when I no longer wish to volunteer.
- I understand that whilst acting as a volunteer and only when carrying out approved activities will I be covered under Council's applicable insurance policies.
- I understand that the Central Darling Shire Council may terminate my volunteering service if I do not comply with this agreement.

Volunteer Signature

Date

John Coombe  
21/9/23

## Volunteer Application Form

Personal Details			
Name (Mr/Mrs/Miss/Ms)	JOHN COOMBE		
Address	19 MAIDEN ST MENINDEE		
Telephone	(home)	80914297	(work)
Mobile	0427914297		
Email address	coombe@transa.bigpond.com		
Gender	MALE		
Date of Birth	18-10-1954		
Emergency Contact			
Name	BOB COOMBE		
Relationship	BROTHER		
Telephone	0428 232 634		
Skills and Experience			
Driver's Licence	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Number 9013SF Class HC Expiry
Qualifications	TRUCK DRIVER SERVICE STN		
Experience	BUSINESS OWNER		
First Aid Certificate	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If "Yes" please specify level and date
Employment Details	SELF EMPLOYED		
Volunteer Experience	NUMEROUS		



**WHITE CLIFFS HALL COMMITTEE**  
**ANNUAL GENERAL MEETING**  
**MINUTES FOR 2-12-23**

**PRESENT:**

Ron Dowton, Janette Bussell, Sue Dowton, Jane Stevenson, Wendy Dowton,  
Irmhild Bakker

**APOLOGIES**

Annette Turner, Enid Black

Welcome to All.

**1. Minutes of Meeting held 15/8/20:**

As read by Janette.

Moved by Sue Dowton; second by Irmhild Bakker that the minutes are a true and correct record of the meeting. **CARRIED**

**2. President's Report**

As presented by Ron Dowton

Not very much happening of late.

A list is required of hall and playground works that aren't completed yet, to be presented to CDSC to follow-up.

**3. Financial Report**

As per copy provided by Janette

Moved by Janette Bussell; second by Sue Dowton - **CARRIED**

Moved by Janette Bussell; second by Ron Dowton that the signatories for the bank account be changed. Remove Claire Innes and add Jane Stevenson as a signatory. **CARRIED**

**4. AGM Election of Office Bearers**

CHAIR - Ron Dowton, nominated by Wendy; Second by Irmhild. **CARRIED**

VICE-CHAIR - Wendy Dowton nominated by Ron; Second by Janette **CARRIED**

SECRETARY/TREASURER - Jane Stevenson nominated by Ron Downton, Jane accepted the nomination; second Sue Downton. Jane will hold this position on a caretaker basis.

General Committee Members:

Paul Webber

Janette Bussell

Irmhild Bakker

Sue Downton

Enid Black

Annette Turner

**5. General Business**

No general business

**6. Meeting Closed – 5.05pm**

**Confirmed that this is a true and accurate record of the meeting.**

---

**RON DOWTON - CHAIRPERSON**

Meeting Month	Meeting Date	Section Number	Section	Item Number	Item Header	Resolution Number	Resolution	Responsible Officer	Resolution Status
October	19/10/2022	6	NOTICE OF MOTION	6.1	MENINDEE LANDFILL	03-10-22	That a report on the Menindee Landfill be presented to a future Council Meeting detailing 1. Requirements to address disposal, recycling, Fire control, windblown litter (including upgrade fencing) and signage to improve operations at the landfill. 2. Estimate to seal the existing gravel road to the landfill. 3. That Options be developed including costings for public consultation. 4. That a future Management Plan and Operational Procedures be developed.	Reece Wilson;#29;#Greg Hill;#57	IN PROGRESS
October	19/10/2022	6	NOTICE OF MOTION	6.2	MENINDEE RFS FACILITIES	04-10-22	Thatthe GM meet with RFS Zone Management to determine any future Plans to upgrade or replace the Menindee RFS Shed.	Greg Hill;#57	IN PROGRESS
February	22/02/2023	11	SHIRE SERVICES REPORT	11.2	PROPOSED ACCESS ROAD FOR THE NEW WILCANNIA WEIR AND COMMUNITY RIVER PLACE AT UNION BEND PARK	10-02-2023	1. Receive the report 2. Note the status of the Wilcannia Weir project and proposed access road 3. Council staff continue negotiations withDepartment Planning and Environment – Regional Projects -Water,for Council preferred design and source of remuneration for ownership and ongoing maintenance for proposed access roads. 4. Council staff continue negotiations with Department Planning and Environment – Regional Projects -Water, withproposed Community River Place area at the Union Bend Park upgrade and the ongoing future maintenance of the Crown Reserve. 5. A report be provided to Council on the outcomes of discussion with Department Planning and Environment – Regional Projects- Water, on the proposed access road and Community River Place area at the Union Bend Park.	Reece Wilson;#29	ONGOING
February	22/02/2023	11	SHIRE SERVICES	11.7	WASTE SERVICES, MENINDEE	15-02-2023	Receive the reportBring a further report to implement all actions recommended by the Waste Facilities Operations Strategic Plan and the Menindee Waste Facility Long Term Plan of Management including time schedule, budget implications and the possibility of sealing the tip road.	Reece Wilson;#29	IN PROGRESS
May	24/05/2023	11	SHIRE SERVICES REPORTS	11.1	PLANNING PROPOSAL – RECLASSIFICATION OF COUNCIL OWNED LAND FROM COMMUNITY LAND TO OPERATIONAL LAND	14-05-2023	1. Endorse the submission of the Planning Proposal at Attachment 1 and supporting documentation to the Department of Planning and Environment through the Planning Portal to seek a Gateway Determination. 2. Endorse the preparation of a second Planning Proposal for Lot 8 DP1182315 (Beth Street, White Cliffs) as it may have been dedicated as a public reserve requiring the consent of the Minister to achieve reclassification. 3. Subject to the receipt of a gateway determination from the Department of Planning and Environment, proceed with both Planning Proposals and consultation is undertaken with the community and government agencies in accordance with Schedule 1, Division 1, Clause 4 of the Environmental Planning and Assessment Act 1979 and any directions of the Gateway Determination. 4. Endorse Council staff organising a Public Hearing pursuant to Section 29 of the Local Government Act 1993 at the end of the public exhibition period of both the Planning Proposals. 5. Should no objections be received, a copy of this report and any other relevant information (including the Planning Proposal(s)) is sent to the NSW Department of Planning and Environment and/or NSW Parliamentary Counsels Office, in accordance with the Environmental Planning & Assessment Act 1979 to request the Minister for Planning (or a delegate on their behalf) undertake the appropriate actions to secure the making of the Amendment to the Central Darling Local Environmental Plan 2012.	Greg Hill;#57	IN PROGRESS

June	28/06/2023	SHIRE SERVICES 11 REPORTS	URBAN AND RURAL ADDRESSING 11.2 PROJECT	20-06-2023	<ol style="list-style-type: none"> <li>1. Receive the report</li> <li>2. Endorse the adoption of the Urban and Rural Project street addresses and numbering for use on the councils rates and addressing systems as listed in the attachment report item 11.2 pages 159 - 220</li> <li>3. Inform Commonwealth and State agencies of the new street addressing and numbering to assist the local community.</li> <li>(a) Endorse the submission of the new street addresses and numbering to the Geographic names board.</li> </ol>	Glenda Dunn;#100;#Reece Wilson;#29	IN PROGRESS
July	26/07/2023	GOVERNANCE 9 REPORTS	FACEBOOK MARKETPLACE PAGE- PROPERTIES FOR SALES IN CENTRAL 9.1 DARLING SHIRE	OCM 09-07- 2023	<ol style="list-style-type: none"> <li>1. Receive the report</li> <li>2. Endorse the development and ongoing management of a Facebook Marketplace Page called "Properties for Sale in Central Darling Shire".</li> <li>3. Sell the following parcels of land on Facebook Marketplace Page called "Properties for Sale in Central Darling Shire":</li> <li>(a) Lot 1 DP906421 &amp; Lot B DP 312008 (40A- 40B Reid Street WILCANNIA NSW 2836)</li> <li>(b) Lot B DP 402894 (38 Hood Street WILCANNIA NSW)</li> <li>(c) Lot 1 DP 907814, Lot 1 DP 907815 &amp; Lot 2 DP 983994 (16A Wilson Street WILCANNIA NSW)</li> <li>4. Set the asking prices of the parcels in Recommendation 3 above according to the latest land values determined by the NSW Valuer General.</li> <li>5. Authorise the General Manager to directly negotiate with purchasers the sale price and other terms of sale of the parcels listed in Recommendation 3 above.</li> </ol>	Gabrielle Johnston;#133;#Greg Hill;#57	IN PROGRESS
July	26/07/2023	GOVERNANCE 9 REPORTS	VIABILITY ASSESSMENT OF THE 9.2 MENINDEE NATIVE FISH HATCHERY	OCM 10-07- 2023	<ol style="list-style-type: none"> <li>1. Receive and note the report and attachments</li> <li>2. Council writes to Hon. Tanya Plibersek and the Department (DCCEEW) acknowledging correspondence received and seek further clarification on:</li> <li>(a) Remaining funds from the original allocation</li> <li>(b) Confirmation of the timeframe of June 2024 for completion of the project, and if this could be extended further.</li> <li>(c) The guidelines for alternative projects, the type and nature of the project, if there could be multiple projects be undertaken, and do the project/s need to be Menindee specific or elsewhere located in the shire.</li> <li>(d) That a further report be tabled for council.</li> </ol>	Greg Hill;#57	IN PROGRESS
July	26/07/2023	GOVERNANCE 9 REPORTS	9.5 COMMUNITY SERVICES AWARDS 2023	OCM 13-07- 2023	<ol style="list-style-type: none"> <li>1. Receive the report.</li> <li>2. Endorse public exhibition of the draft revised Community Services Policy for 28 days.</li> <li>3. Report to Ordinary Council meeting following public exhibition for any necessary changes and adoption of the policy.</li> </ol>	Gabrielle Johnston;#133	IN PROGRESS
August	30/08/2023	GOVERNANCE 9 REPORTS	COMMUNITY HERITAGE GRANTS- 9.5 STORIES BEHIND THE STONES	OCM 12-08- 2023	<ol style="list-style-type: none"> <li>1. Receive the report.</li> <li>2. Acknowledge the engagement of Dr Bernadette Drabsch and Mr. Ben Churcher in accordance with the Local Government Act 1993 - Section 55 (3) services being sought are of such as specialized and urgent in nature.</li> <li>3. Endorse the General Manager to engage Dr Bernadette Drabsch and Mr. Ben Churcher for \$45,455 (ex gst)</li> <li>4. A report be presented to Council on completion of Stories behind the Stones modules.</li> </ol>	Greg Hill;#57	IN PROGRESS
August	30/08/2023	GOVERNANCE 9 REPORTS	9.6 COUNCIL WARD BOUNDARIES REVIEW.	OCM 13-08- 2023	<ol style="list-style-type: none"> <li>1. Receive the report.</li> <li>2. Place Option 1 and Option 2 Public Exhibition for 28 days and open for public comment for 42 days (concurrently).</li> <li>3. At the closure of the Public Exhibition and Public Comment, a report be prepared and presented to Council on the preferred option.</li> </ol>	Greg Hill;#57	IN PROGRESS
August	30/08/2023	SHIRE SERVICES 11 REPORTS	WATER TREATMENT PLANT, TENDER 11.5 METHOD	OCM 20-08- 2023	<ol style="list-style-type: none"> <li>1. Receive the report</li> <li>2. Select the Selective Tender method for the construction of new water treatment plants.</li> </ol>	Reece Wilson;#29	IN PROGRESS

September	27/09/2023	GOVERNANCE 9 REPORTS	9.3 EMPLOYEE HOUSING POLICY	OCM 10-09-2023	1. Receive the report 2. Endorse the Employee Housing Policy for placement on Council's website.	Evelyn Pollard;#115	IN PROGRESS
September	27/09/2023	GOVERNANCE 9 REPORTS	9.5 NEW POLICY - GRANTS MANAGEMENT	OCM 12-09-2023	1. Receive the report. 2. Approve the draft Grants Management Policy. 3. Place the draft Grants Management Policy on public exhibition for a period of 28 days to allow for public review and submissions.	Nerida Carr;#138	IN PROGRESS
September	27/09/2023	SHIRE SERVICES 11 REPORTS	11.8 WEEDS BIOSECURITY	OCM 20-09-2023	1. Receive the report 2. Draft a Memorandum of Understanding between Broken Hill City Council and Central Darling Shire Council for the engagement of a Weeds Biosecurity Officer.	Reece Wilson;#29	IN PROGRESS
October	25/10/2023	GOVERNANCE 9 REPORTS	WILCANNIA MOTEL ACCOMODATION 9.2 BUSINESS CASE	OCM 06-10-2023	1. Receive the report and note the recommendations in the Wilcannia Motel Accommodation Business Case Report. 2. Endorse the location at 35 and 37 Reid St, Wilcannia, (DP759091 Section 3, Lot 4 & DP759091 Section 3, Lot 5) as the preferred location for the construction for the proposed Wilcannia Motel. 3. The General Manager pursues funding opportunities with the Federal and State Governments for the development of the Wilcannia Motel. 4. The General Manager explores the possibility of private, public partnerships with Council for the development and lease arrangement of the Wilcannia Motel. 5. The General Manager to provide Council with ongoing reports on future progress for funding opportunities.	Greg Hill;#57	IN PROGRESS
October	25/10/2023	SHIRE SERVICES 11 REPORTS	PLAN OF MANAGMENT FOR COMMUNITY LAND CROWN RESERVE 85567 UNION BEND PARK, LOT 7315 11.5 DP 1181235 WILCANNIA	OCM 15-10-2023	1. Receive the report 2. Adopt the Draft Plan of Management for the Crown Reserve lot 85567 - Union Bend Park, with land use category as a "park" Lot 7315 DP 1181235, Wilcannia. (a) Send the Draft Plan of Management for the Crown Reserve lot 85567	Glenda Dunn;#100;#Reece Wilson;#29	IN PROGRESS
November	22/11/2023	13 RESOLUTION TRACKER	RESOLUTION TRACKER - OCTOBER 13.1 2023	OCM 25-11-2023	1. That the Resolution Tracker from the Ordinary Council Meeting held on 25/10/2023 be received and noted and any amendments be noted. 2. That Director Shire Services will table a report on Menindee Landfill in an upcoming meeting.	Reece Wilson;#29;#Greg Hill;#57	IN PROGRESS
November	22/11/2023	CONFIDENTIAL 14 MATTERS	IVANHOE WATER TREATMENT PLANT 14.4 TENDER	OCM 31-11-2023	1. Receive the report. 2. Advise all tenderers that council are unable to award tender due to funding constraints and will formally respond to all tenderers within 30 business days. 3. Liaise with the funding providers and seek additional funding to complete the new Ivanhoe Water Treatment Plant project.	Reece Wilson;#29	IN PROGRESS
November	22/11/2023	CONFIDENTIAL 14 MATTERS	WHITE CLIFFS WATER TREATMENT 14.5 PLANT TENDER	OCM 32-11-2023	1. Receive the report 2. Resolve to award tender to SNG Engineering Pty Ltd 3. Delegate authority to its General Manager to execute any documents required to be executed as part of the contract administration process that do not require the Common Seal of Council. 4. Liaise with the funding providers and seek additional funding to complete the full scope of works that the original scope included.	Reece Wilson;#29	IN PROGRESS
December	13/12/2023	GOVERNANCE 9 REPORTS	9.1 VICTORY CARAVAN PARK OPERATIONS	OCM 06-12-2023	1. Receive and note the report, with a further report will be provided to Council at July's 2024 Ordinary Council meeting on the operational performance of Victory Caravan Park.	Greg Hill;#57	IN PROGRESS
December	13/12/2023	GOVERNANCE 9 REPORTS	COST OF CONDUCTIONG LOCAL GOVERNMENT ELECTIONS AND EXPENSES TO MAYOR AND 9.5 COUNCILLORS	OCM 10-12-2023	1. Receive the report. 2. The Administrator and General Manager seek financial assistance from the State Government to support the reintroduction of Elected Members.	Greg Hill;#57	IN PROGRESS

December	13/12/2023	SHIRE SERVICES 11 REPORTS	PLANT HIRE RATES 2024 - 2026 11.5 TENDER METHOD	OCM 19-12- 2023	<ol style="list-style-type: none"> <li>1. Receive the report</li> <li>2. Select the Open Tender method for the Plant Hire Rates Contract 2024 to 2026</li> <li>3. Endorse the Standing Order Deed and Conditions of Contract</li> <li>4. Advertise tender opening period from 14 December 2023 to 31 January 2024 and formally invite existing registered contractors to submit new tenders.</li> </ol>	Reece Wilson;#29	IN PROGRESS
December	13/12/2023	SHIRE SERVICES 11 REPORTS	DRAFT CENTRAL DARLING 11.6 DEVELOPMENT CONTROL PLAN	OCM 20-12- 2023	<ol style="list-style-type: none"> <li>1. Receive the report</li> <li>2. Endorse the commencement of consultation on the Draft Central Darling Development Control Plan 2024.</li> </ol> <p>(a) Note that the required exhibition period for the draft development control plan is 28 days. (i) Endorse the public exhibition of the Draft Central Darling Development Control Plan 2024 in February 2024.</p>	Reece Wilson;#29	IN PROGRESS