

**MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE
COUNCIL CHAMBERS, 21 REID STREET, WILCANNIA
ON WEDNESDAY, 23 AUGUST 2023**

PRESENT: Administrator, Bob Stewart

IN ATTENDANCE: Greg Hill (General Manager)
Reece Wilson (Director Shire Services)
Glenda Dunn (Senior Planning Officer)
Kevin Smith (Finance Manager)
Darryl Telfer (Acting Rates Officer)
Evelyn Pollard (Human Resource Officer)
Kara Mohr (Risk & WHS Officer)
Natalie Batson (Executive Assistant)
Nerida Carr (Governance Officer)
Jane McEwan (Acting Customer Services Manager)
Shirley Burraston (Management Accountant)
Uday Mamidala (Finance Officer)
Gabrielle Johnston (Community Engagement)

1 OPENING OF MEETING

The meeting was declared open at 9:02am

2 ACKNOWLEDGEMENT OF COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by the Administrator, Bob Stewart.

3 APOLOGIES AND LEAVE OF ABSENCE

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 01-08-2023

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 02-08-2023

Mover: Administrator Bob Stewart

That the minutes of the Ordinary Council Meeting held on 26 July 2023 be received and confirmed as an accurate record.

CARRIED

6 NOTICE OF MOTION

Nil

7 MAYORAL (ADMINISTRATOR) MINUTE(S)

7.1 MAYORAL MINUTE - AUGUST

RESOLVED: OCM 03-08-2023

Mover: Administrator Bob Stewart

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CARRIED

8 FINANCIAL REPORTS

8.1 REQUEST FOR FINANCIAL ASSISTANCE – COUNTRY WOMEN'S ASSOCIATION, IVANHOE BRANCH

RESOLVED: OCM 04-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Approve financial assistance of \$1,000 to the Country Women's Association, Ivanhoe Branch under Council's Community Grants Policy to partially cover the annual service charges levied on 64 Columbus Street, Ivanhoe NSW for the 2023-24 period.

CARRIED

8.2 REQUEST FOR FINANCIAL ASSISTANCE - CENTRAL DARLING PISTOL CLUB INC

RESOLVED: OCM 05-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Approve financial assistance of \$501.80 to the Central Darling Pistol Club Incorporated under Council's Community Grants Policy to cover the Ordinary Rates levied for 2023-24 on 123 Menindee Road Menindee.

CARRIED

8.3 CASH AND INVESTMENTS REPORT - JULY 2023

RESOLVED: OCM 06-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report

CARRIED

8.4 GRANTS REGISTER - JULY 2023

RESOLVED: OCM 07-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.

CARRIED

9 GOVERNANCE REPORTS

9.1 NEW POLICY - ACQUISITION AND DISPOSAL OF LAND

RESOLVED: OCM 08-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Resolve to adopt the Acquisition and Disposal of Land Policy.

CARRIED

9.2 CYBER SECURITY POLICY

RESOLVED: OCM 09-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Adopt the Cyber Security Policy.

CARRIED

9.3 FUEL CARD POLICY

RESOLVED: OCM 10-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Resolve to adopt the Fuel Card Policy.

CARRIED

9.4 CUSTOMER SERVICE CHARTER

RESOLVED: OCM 11-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Resolve to adopt the Customer Service Charter.

CARRIED

9.5 COMMUNITY HERITAGE GRANTS-STORIES BEHIND THE STONES

RESOLVED: OCM 12-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
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.
3. Endorse the General Manager to engage Dr Bernadette Drabsch and Mr. Ben Churcher for \$45,455 (ex gst)
4. A report be presented to Council on completion of Stories behind the Stones modules.

CARRIED

9.6 COUNCIL WARD BOUNDARIES REVIEW.

RESOLVED: OCM 13-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.
2. Place Option 1 and Option 2 Public Exhibition for 28 days and open for public comment for 42 days (concurrently).
3. At the closure of the Public Exhibition and Public Comment, a report be prepared and presented to Council on the preferred option.

CARRIED

9.7 PROPOSED CHANGES TO ORGANISATION STRUCTURE**RESOLVED: OCM 14-08-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report
2. Endorse the proposed organisation structure changes being the:
 - (a) Reallocation of the Director Business Services position to facilitate the creation of a Customer Service Manager role reporting to the General Manager
 - (b) Reporting of the Finance Manager to the General Manager

CARRIED

9.8 COMMUNITY ENGAGEMENT UPDATE**RESOLVED: OCM 15-08-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report.

CARRIED

10 CORPORATE SERVICES REPORTS

Nil

11 SHIRE SERVICES REPORTS**11.1 ENVIRONMENTAL SERVICES UPDATE****RESOLVED: OCM 16-08-2023**

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report **CARRIED**

11.2 ROADS AND AERODROMES

RESOLVED: OCM 17-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report

CARRIED

11.3 SERVICES

RESOLVED: OCM 18-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report

CARRIED

11.4 WATER AND SEWER

RESOLVED: OCM 19-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive and note the report

CARRIED

11.5 WATER TREATMENT PLANT, TENDER METHOD

RESOLVED: OCM 20-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report
2. Select the Selective Tender method for the construction of new water treatment plants.

CARRIED

11.6 ACTIVE TRANSPORT PLAN

RESOLVED: OCM 21-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report
2. Adopt the Active Transport Plan 2023 and reference this document for future funding opportunities for improved infrastructure across the Shire.

CARRIED

12 MINUTES OF COMMITTEE MEETINGS

Nil

13 RESOLUTION TRACKER

13.1 RESOLUTION TRACKER

RESOLVED: OCM 22-08-2023

Mover: Administrator Bob Stewart

1. That the Resolution Tracker from the Ordinary Council Meeting held on 26/07/2023 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 9:20am.

RESOLVED: OCM 23-08-2023

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 Write off Rates and Charges

Item 14.1 is confidential under the Local Government Act 1993 Section 10A(2) - (b) as it relates to discussion in relation to the personal hardship of a resident or ratepayer.

CARRIED

RESOLVED: OCM 24-08-2023

Mover: Administrator Bob Stewart

That Council moves out of Confidential and back into Open Chambers at 9:24am.

CARRIED

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

14.1 WRITE OFF RATES AND CHARGES

RESOLVED: OCM 25-08-2023

Mover: Administrator Bob Stewart

That Council will:

1. Receive the report and deal with this matter in Confidential Council

CARRIED

15 MEETING CLOSE

There being no further business to discuss, the meeting was closed at **9:25am**.

The minutes of this meeting were confirmed at the Ordinary Council Meeting of the Central Darling Shire Council held on Wednesday, 27 September 2023.

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ADMINISTRATOR