

**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.

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**ADMINISTRATOR**