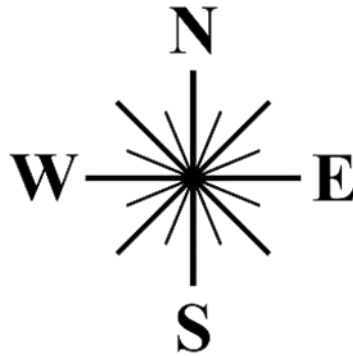


# **CENTRAL DARLING**



## **SHIRE COUNCIL**

### **ORDINARY COUNCIL MEETING**

#### **BUSINESS PAPER**

**27 SEPTEMBER 2023**

The Meeting will be held at 9am 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.

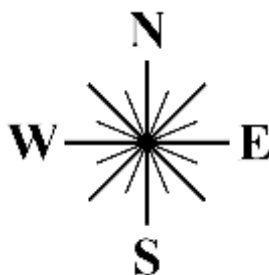
**PUBLIC FORUM - EXTRACT FROM THE CODE OF MEETING PRACTICE POLICY**

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, 27 September 2023

9am

Council Chambers, 21 Reid Street, Wilcannia

**BUSINESS PAPER AGENDA**

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## **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 23 August 2023 be received and confirmed as an accurate record.

### **Attachments:**

1. [Ordinary Council Meeting - 23 August 2023](#)

## **6 NOTICE OF MOTION**

Nil

**7 MAYORAL (ADMINISTRATOR) MINUTE(S)****7.1 MAYORAL/ADMINISTRATOR MINUTE**

**FILE NUMBER: GD23/15546**  
**REPORT AUTHOR: ADMINISTRATOR**  
**RESPONSIBLE DIRECTOR: GENERAL MANAGER**

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Meetings have continued with the Office of Local Government staff on what a future elected Council will need to be successful particularly addressing the critical issue of funding.

Currently Council has placed on public exhibition the proposed adjustment to the Ward boundaries to meet compliance with legislation. Residents and electors are encouraged to make comment by the closing date of submissions. The proposal may be viewed on our web page.

With summer around the corner, it is important we all take precautions and plan for bushfires. Please contact your local RFS brigade if you need any assistance.

**Attachments:**

NIL



## 8 FINANCIAL REPORTS

### 8.1 REQUEST FOR FINANCIAL ASSISTANCE - ST MARY'S ANGLICAN CHURCH WHITE CLIFFS

**FILE NUMBER:** GD23/14470  
**REPORT AUTHOR:** ACTING RATES OFFICER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

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#### EXECUTIVE SUMMARY:

The purpose of this report is to seek Council's approval to the request from the Anglican Parish of Broken Hill and the Far West, for financial assistance under Council's Community Grants Policy to assist with paying the 2023-24 annual water service charge levied by Council on the church's property at Johnson Street White Cliffs, NSW.

#### RECOMMENDATION:

That Council will:

1. Receive the report.
2. Approve financial assistance of \$998.00 to the Anglican Parish of Broken Hill and the Far West, under Council's Community Grants Policy to partially cover the annual water service charge levied on its property, St Marys Church, Church Street White Cliffs NSW for the 2023-24 period.

#### BACKGROUND:

Council adopted the Community Grants Policy at its Ordinary Meeting on the 29 June 2022. That Policy provides for Council to provide Financial Assistance to not for-profit community-based organisations, groups and individuals that meet community needs and to benefit residents within our community. The Policy also provides that in-kind support for the waiver of Rates, Fees, Charges, and goods is considered Financial Assistance within this Policy and therefore may be eligible for consideration.

A similar request for assistance was made and considered by Council in August 2022 and, at the Ordinary Meeting of Council on 28 September 2022, with the benefit of additional information, Council approved that application for assistance in the amount of \$974.00.

#### REPORT:

The church property at White Cliffs is available for church services as required, for funerals or other events however no services have been held there for several years. There are no regular church services scheduled or held at the church.

However, the property is used occasionally (approximately twice per year) by a community group, none of which members are church members, but who have an interest in the historical perspective of the area. This group also maintains and cares for the building. The church receives no income from the property.

This request is to assist with coverage of the annual service charges of \$998.00 for the water supply service charge (not usage) levied on its premises in White Cliffs.

Given the premises are used on a very occasional basis only, the demand placed on the waste and water supply services is also considered to be extremely low and as is the actual cost of providing these services to the premises.

The property is exempt from Ordinary Rates under *The Local Government Act 1993 (NSW) s 555(1)(e)(i)* as a place of worship.

The Community Grants policy limits assistance to \$1,000 per year and requires applicants to meet certain criteria including that it had no outstanding debts of any kind to Council at the time of making the request. That criteria and all others within the policy are met.

A total of \$1,941.00 in service charges were levied across all churches within the shire for 2023-24, including the property referred to in this request.

As each application is to be assessed on its individual merits, against the policy framework previously adopted by Council, approval of one application does not provide a direct precedent to determine any others that follow.

Whilst church attendances within the shire are quite low, with most parishes not having a regular service program, the application being considered here indicates that the St Marys Church in White Cliffs functions as a community gathering place rather than a place of regular worship.

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

<b>Community Plan Strategic Plan Outcomes</b>	<b>Delivery Outcomes</b>
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**SUSTAINABILITY ASSESSMENT:**

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

**Financial and Resource Implications:**

A budget allocation of \$37,500 remains available under the Donations & Contributions budget for 2023-24. The original budget was \$40,000, of which \$2,500 has since been expended and/or committed.

**Policy, Legal and Statutory Implications:**

Assistance is permitted under *Section 356 of the Local Government Act 1993* and the application fully satisfies the criteria set out in Council’s Community Grants Policy.

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

No risks identified.

**OPTIONS:**

1. Refuse application completely.
2. Approve application for a lesser amount.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**


**Internal Exhibition:**

Not required.

**External Exhibition:**

Not required.

**Attachments:**

1. [Request for financial assistance - St Mary's church White Cliffs](#) ↓ 

**8.2 IN PRINCIPLE ADOPTION OF DRAFT FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023**

**FILE NUMBER:** GD23/15335  
**REPORT AUTHOR:** FINANCE MANAGER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

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**EXECUTIVE SUMMARY:**

The purpose of this report is to comply with statutory requirements in relation to the General-Purpose Financial Statements and Special Purpose Financial Statements for the year ending 30 June 2023.

The draft Financial Statements are to be referred to Council's Auditor, with authorisation from the Administrator, the General Manager and the Responsible Accounting Officer.

As soon as practicable after Council receives a copy of the Auditor's report, the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report. This act of giving notice of the meeting is required to be delegated to the General Manager as technically the notice of meeting cannot be set until the final audited Statements and Audit Report are received.

It should be noted that the unaudited Statement reflects an opinion only, and are not legally binding until such time as the Financial Statements have been audited.

**RECOMMENDATION:**

That Council will:

1. **Receive the report**
2. **In relation to the Financial Statements and in accordance with *Section 413 (2)(c) of the Local Government Act 1993 (as amended)*:**
  - a) **Council resolves that, in its opinion, the Draft General-Purpose Financial Statements and the Draft Special Purpose Financial Statements for the year ended 30 June 2023 are properly drawn up in accordance with the provisions of the *Local Government Act 1993, (as amended) and the Regulations* thereunder.**
  - b) **the Financial Statements be approved and signed by the Mayor (Administrator), the General Manager and the Responsible Accounting Officer.**
3. **The Financial Statements be referred to Council's Auditor for audit.**
4. **The audited Financial Statements be forwarded to the Office of Local Government by 31 October 2023.**
5. **The General Manager be delegated authority to, after Council receives a copy of the Audited Financial Statements and Auditor's report, place the Audited Financial Statements on public exhibition and give notice of the date that Council will present its Audited Financial Statements to Council.**

**BACKGROUND:**

Under *Section 413 (2)(c) of the Local Government Act 1993 (as amended)*, before audit certificates can be issued, it is necessary for Council to adopt a resolution to be attached to the Financial Statements stating that:

Council's Annual Financial Statements and Special Purpose Finance Statements are being prepared in accordance with:

- *The Local Government Act 1993, (as amended) and the Regulations* made thereunder;
- The Australian Accounting Standards and professional pronouncements;
- *The Local Government Code of Accounting Practice and Financial Reporting*;

These Statements must be signed by the Mayor (Administrator), one (1) other Councillor, the General Manager and the Responsible Accounting Officer.

#### **REPORT:**

In accordance with *Section 416 (1) of the Local Government Act 1993 (as amended)*, a councils Financial Statements for a year must be prepared and audited within four (4) months of the end of the reporting period concerned.

The statutory process that must be followed is that:

1. A statement as required under *Section 413 (2)(c)* must be made by resolution and signed by the Mayor(Administrator), one (1) Councillor, the General Manager and the Responsible Accounting Officer.
2. The Financial Statements must then be referred to the Council's Auditor, and once audited the statements must be included in Council's Annual Report.
3. Copies of the Audited Financial Statements must then be lodged with the Office of Local Government by 31<sup>st</sup> October.
4. As soon as practicable after Council receives a copy of the Auditor's report, the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report. This act of giving notice of the meeting is required to be delegated to the General Manager as technically the notice of meeting cannot be set until the final audited Statements and Audit Report are received.

The Audited Financial Statements form part of Council's Annual Report and therefore represents an integral part of the Integrated Planning and Reporting Framework.

The Audited Financial Statements provide an important avenue for the review of Council's progress by any interested stakeholders, including the Community.

This form of reporting also provides a benchmark by which Council can assess its financial performance and the suitability of the assumptions made in the Long-Term Financial Plan.

**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>	Positive
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

The Audited Financial Statements form part of Council’s Annual Report and therefore represents an integral part of the Integrated Planning and Reporting Framework.

The Audited Financial Statements provide an important avenue for the review of Council’s progress by any interested stakeholders, including the Community.

**Policy, Legal and Statutory Implications:**

Council must comply with relevant legislation.

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

This form of reporting mitigates risk by providing a benchmark by which Council can assess its financial performance and the suitability of the assumptions made in the Long-Term Financial Plan.

**OPTIONS:**

No other options

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

Not applicable

**External Exhibition:**

Not applicable

**Attachments:**

NIL

**8.3 CASH AND INVESTMENTS REPORT AUGUST 2023**

**FILE NUMBER: GD23/15549**  
**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 the 31st August 2023. Council’s total cash assets as at 31st August 2023 are: \$10,490,419.78.

**RECOMMENDATION:**

That Council:

1. receive 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	\$8,000,000.00	\$5,000,000.00	\$3,000,000.00	1.55%	\$8,450.68	\$10,425.33
Operating Account	\$2,443,432.48	\$10,295,407.87	(\$7,851,975.39)	N/A	NIL	NIL
Post Office Clearing Account	\$46,987.30	\$46,987.30	NIL	NIL	NIL	NIL
<b>Total Cash at bank as of 31<sup>st</sup> August 2023</b>				<b>\$10,490,419.78</b>		

**Commentary:**

The net movement of cash for the month of August 2023 was a decrease of \$4,851,975.39.

Payments for wages and creditors for the month of August 2023 totalled \$5,225,346.77.

Receipts and transfers for the month of August 2023 totalled \$3,873,371.38 with major receipts being:

- DPE Water \$73,749.00



- Financial Assistance Grant Quarter 1 \$138,142.00
- Transport for NSW Road grants \$2,042,800.00
- Department of Regional NSW \$214,500.00
- APA Infrastructure \$492,533.38

**Restrictions:**

**Restricted Cash and Investments**

	Jul-23 (\$000's)
<b>Externally Restricted</b>	
Specific purpose unexpended grants <sup>(1)</sup>	3,581
Water supplies	362
Sewerage services	663
Domestic waste management	746
<b>Total Externally Restricted</b>	<b>5,352</b>
<small>(1) Funds that must be spent for a specific purpose</small>	
<b>Internally Restricted <sup>(2)</sup></b>	
Employee Leave Entitlements	1,032
Plant and vehicle replacement	8
<b>Total Internally Restricted</b>	<b>1,040</b>
<small>(2) Funds that Council has earmarked for a specific purpose</small>	
<b>Total Restricted Funds</b>	<b>6,392</b>
<b>Total Cash &amp; Investments</b>	<b>10,490</b>
<b>Unrestricted Funds</b> (i.e. available after the above Restrictions)	<b>4,098</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 a timing difference when funds are required to finance grant funded projects in advance. Currently this balance in the unrestricted funds has been caused by unrestricting the 2023/24 financial year Financial Assistance Grant (FAG) advance received and restricted in the 2022/23 financial year to allow Council to carry out its normal operations. As the year advances the available cash from FAG will be utilised reducing the unrestricted funds.

**Attachments:**

NIL

**8.4 GRANTS REGISTER - AUGUST 2023**

**FILE NUMBER:** GD23/15554  
**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 31st August 2023.

**RECOMMENDATION:**

That Council:

1. receive 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 month of August 2023, acquittals are scheduled to be completed in line with the reporting requirements of the funding deeds.

Morris & Piper continue to assist with grant submissions, approvals and acquittals. Their monthly report for August 2023 including a work plan up to December 2023 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	2.1.1 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>	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:**

NIL

**External Exhibition:**

No

**Attachments:**

1. [Grants Status Summary August 2023](#) ↓ 
2. [Morris & Piper Monthly Report for August 2023](#) ↓ 

## **9 GOVERNANCE REPORTS**

### **9.1 COMMUNITY GRANTS APPLICATION**

**FILE NUMBER:** GD23/14849  
**REPORT AUTHOR:** GENERAL MANAGER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

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#### **EXECUTIVE SUMMARY:**

This report is seeking Council endorsement for the financial assistance of \$2,000 to Menindee Country Women's Association (CWA) and Tilpa Gymkhana and Barrels Committee to hold events later this year.

#### **RECOMMENDATION:**

That Council will:

1. Receive the report
2. Provide \$1,000 Community Grant to the Menindee CWA to host the Darling River Group Conference and AGM on Saturday 14th October 2023.
3. Provide \$1,000 Community Grant to the Tilpa Gymkhana and Barrels Committee to hold an event on 28th October 2023.

#### **BACKGROUND:**

Council has received two Community Grants Applications from Menindee Country Women's Association and Tilpa Gymkhana and Barrels Committee to hold events later this year. Council as part of its discretionary funding has budgeted in 2023-24 Financial Year to support local community events, projects and provide financial assistance.

#### **REPORT:**

Menindee CWA will be hosting the Darling River Group Conference and AGM on Saturday 14<sup>th</sup> October 2023 and is seeking Community Grant of \$1,000 to assist to provide morning tea and luncheon with a small gift for attendees.

Tilpa Gymkhana and Barrels Committee will be holding an event on 28<sup>th</sup> October 2023 and seeking a Community Grant of \$1,000, which includes the following:

- 1) Barrel Racing, including a feature event and division events (for all ages)
- 2) Gymkhana horse events for all ages
- 3) Non horse events including novelty races etc. for all ages
- 4) A Bushman's Challenge (18+)

Council as part of its discretionary funding has budgeted in 2023-24 Financial Year \$10,100 to support local community events and projects. To date, \$1,140 of this budget has been allocated, excluding the abovementioned amount. Council is continuously seeking financial grants from federal and state governments to assist in holding specific or more community events which has been successful with School Holiday Programs in the past.

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

Focus/Goals/Objectives	Strategic Area	Actions
1 Community and Culture	1.4 Local sport and recreation	1.4.3 Provide financial and other support for communities in the shire, to pursue new initiatives in local sporting and recreation activities
		1.4.4 Provide ongoing financial and other support to community groups in organising and managing community sports activities and events

**SUSTAINABILITY ASSESSMENT:**

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

**Financial and Resource Implications:**

Budgeted 2023-24 Financial Year \$10,100 -Expenditure to date \$1,140.

**Policy, Legal and Statutory Implications:**

Nil

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

Nil

**OPTIONS:**

Council can elect not to provide financial assistance or provide a lesser amount.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

No

**External Exhibition:**

No

**Attachments:**

1. [Menindee CWA Community Grants Application](#) ↓ 
2. [Menindee CWA letter](#) ↓ 
3. [Tilpa Gymkhana Community Grants Application- part 1](#) ↓ 
4. [Tilpa Gymkhana Community Grants Application -part 2](#) ↓ 

**9.2 OCTOBER ORDINARY COUNCIL MEETING**

**FILE NUMBER:** GD23/14928  
**REPORT AUTHOR:** GENERAL MANAGER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

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**EXECUTIVE SUMMARY:**

The Administrator has advised for personal reasons that he cannot physically attend the Ordinary Council meeting to be held on Wednesday 25 October at Wilcannia. However, he will attend and conduct the Octobers Ordinary Council meeting by audio-visual link.

**RECOMMENDATION:**

That Council will:

1. Receive and note the report.
2. Approval is given the Administrator will not attend physically attend the Ordinary Council meeting to be held on Wednesday 25 October at Wilcannia. However, he will attend and conduct the Octobers Ordinary Council meeting by audio-visual link.

**REPORT:**

Model Code of Meeting Practice for Local Government in NSW, - Section 5, Coming Together- (5.2)  
A councillor (in this instance Administrator) cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.

The Administrator has advised for personal reasons that he cannot physically attend the Ordinary Council meeting to be held on Wednesday 25 October at Wilcannia. However, he will attend and conduct the Octobers Ordinary Council meeting by audio-visual link (Microsoft Teams).

**Attachments:**

NIL

**9.3 EMPLOYEE HOUSING POLICY**

**FILE NUMBER:** GD23/15226  
**REPORT AUTHOR:** HUMAN RESOURCE OFFICER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

**EXECUTIVE SUMMARY:**

The purpose of this report is for the Council to adopt the Employee Housing Policy which has been updated.

**RECOMMENDATION:**

That Council will:

1. Receive the report
2. Endorse the Employee Housing Policy for placement on Council’s website.

**BACKGROUND:**

The Employee Housing Framework was developed in 2021 and subsequently endorsed by Council. With the recent implementation of a formal corporate Policy template, it was an appropriate time to review the content of the Framework as it was transitioned over into the new format.

**REPORT:**

The Employee Housing Policy provides a framework for the allocation and rental of Council owned housing, while supporting Council’s Workforce Management Plan objectives in attracting and retaining highly skilled employees.

Since the Framework was originally adopted in 2021, there have been additional housing added to Council’s assets, which are now captured in the revised Policy.

In addition to an overall tidying up and formatting of the content, changes to the original document are minor in nature and are captured in yellow within the attached document. There are no other significant changes being made.

Upon endorsement of the Policy by Council, the occupancy of the housing will be reviewed with any changes being communicated in writing to impacted staff.

The endorsed Employee Housing Policy will be forwarded to all employees currently occupying a Council owned house, and any arrangements entered into as part of an employment agreement will be captured as part of new or amended employment contracts.

**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
		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
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**SUSTAINABILITY ASSESSMENT:**

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

**Financial and Resource Implications:**

Without the Employee Housing Policy in place, there are implications resulting from inconsistent or inefficient practices in the allocation of housing and the subsequent on-charging of rent.

**Policy, Legal and Statutory Implications:**

Council has an obligation to ensure that it meets all legislative obligations as it relates to employees occupying Council owned housing.

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

The Employee Housing Policy ensures a consistent approach to the management and allocation of Council owned housing to employees of Central Darling Shire Council

**OPTIONS:**

Nil

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

Staff consultation has occurred in line with the requirements under the Local Government (State) Award.

**External Exhibition:**

Public exhibition is not required for the policy with the document to be placed on Council’s website upon endorsement.

**Attachments:**

1. [Employee Housing Policy](#) 



**9.4 COMMUNITY SERVICES AWARDS POLICY**

**FILE NUMBER: GD23/15240**

**REPORT AUTHOR: COMMUNITY ENGAGEMENT OFFICER**

**RESPONSIBLE DIRECTOR: GENERAL MANAGER**

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek adoption of the Community Service Awards Policy. This includes the amendment to the draft policy which was placed on Public Exhibition following the July Ordinary Council meeting.

**RECOMMENDATION:**

That Council will:

1. Receive the report.
2. Note the amendment to the report which was placed on Public Exhibition. The policy includes a maximum age of 17 for the Young Citizen of the Year category.
3. Council resolves to adopt the Community Service Awards Policy.

**BACKGROUND:**

At the Ordinary Council Meeting on July 26 2023, Council approved the draft Community Service Awards Policy and resolved to place the policy on Public Exhibition for a period of 28 days.

The policy was exhibited, and no submissions received.

**REPORT:**

Council recognizes that the community is enhanced through the efforts of its residents and volunteers who work to improve the lives of others and make the Central Darling Shire a better place to live. Council’s Community Service Awards recognize the outstanding contributions by publicly acknowledging and thanking them in a spirit of community pride.

This policy applies to anyone involved with the annual Community Service Awards including, but not limited to, Central Darling Shire residents, Council staff and contractors, and community members. It sees the inclusion of a category for Outstanding Local Event (event must have been held in the last Calendar year), and bravery is included into “Service to the Community” (example volunteer, bravery, local business, environmental work to benefit the Shire).

Since being exhibited an amendment has been added regarding the age limit for the Young Citizen of the Year. Nominees for this category must be no older than 17, in the year in which the award is given out.

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

Focus/Goals/Objectives	Strategic Area	Actions
1 Community and Culture	1.5 Community events	1.5.4 Provide shire communities with administrative and other assistance in organising and managing community events

**SUSTAINABILITY ASSESSMENT:**

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

**Financial and Resource Implications:**

Council Funded Awards

**Policy, Legal and Statutory Implications:**

Nil

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

N/A

**OPTIONS:**

N/A

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

NA

**External Exhibition:**

The policy has been on Public Exhibition for a period of 28 days.

**Attachments:**

1. [Community Service Awards Policy 2023](#) ↓ 

**9.5 NEW POLICY - GRANTS MANAGEMENT**

**FILE NUMBER:** GD23/15334  
**REPORT AUTHOR:** GOVERNANCE OFFICER  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

**EXECUTIVE SUMMARY:**

The purpose of this report is to seek to the approval of the Grants Management Policy (Version One).

**RECOMMENDATION:**

That Council will:

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.

**BACKGROUND:**

Grants are the major source of revenue for Central Darling Shire Council (CDSC). CDSC uses a documented process to identify and apply for grants, but this is an internal document. A formal policy provides guidance on the projects for which CDSC will apply for grants, any assessment criteria to be considered, the management and reporting of funds and the completion of projects.

**REPORT:**

In accordance with CDSC’s Internal Audit Program an internal audit was conducted on grants management. Internal Audit findings and recommendations were presented to the Audit and Risk Improvement Committee (ARIC). Management agreed with the internal audit recommendation to develop and implement a formal Grants Management Policy to be adopted by Council.

The draft Grants Management Policy covers this and other internal audit recommendations, with detailed procedures based on existing documents under development. It has been reviewed by the Management/Executive (ManEx) Group and consultants who provide specialty grant services.

The *Local Government Act (1993)* requires the public exhibition of policies (if new or including significant changes) before adoption by 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>
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<b>Social</b>	NA
<b>Environmental</b>	NA
<b>Economic</b>	Positive
<b>Governance</b>	Positive

**Financial and Resource Implications:**

Failure to implement a formal Grants Management Policy may mean inconsistent or inefficient practices resulting in financial losses, due to error or fraud.

**Policy, Legal and Statutory Implications:**

The *Local Government Act 1993* (Section 8B) and the *Local Government Regulation 2021* (clause 209) require all Councils to establish effective internal control mechanisms for financial management, expenditure, and accounting records.

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

Lack of a formal Grants Management Policy has been identified as medium risk to CDSC, with remedial action required.

**OPTIONS:**

That Council:

Adopts the draft policy as presented or makes recommendations for any changes needed before adoption.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

To the Finance Team and ManEX Group.

**External Exhibition:**

On CDSC’s website for public exhibition and comment.

**Attachments:**

1. [Draft Grants Management Policy](#) ↓ 

**10 CORPORATE SERVICES REPORTS**

Nil

# 11 SHIRE SERVICES REPORTS

## 11.1 ENVIRONMENTAL SERVICES UPDATE

**FILE NUMBER:** GD23/15109  
**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 August 2023.

### RECOMMENDATION:

That Council will:

1. Receive and note the report

### BACKGROUND:

<b>Statistics for August 2023</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	0
	Number of DAs Approved – Renovation	0
	Number of DA s approved – Commercial/ Industrial	0
	Number of DA s approved – Rural Industry/ Agriculture	0
	Number of DAs Approved – Other	0
	Total Value of DAs Approved	\$0
	Number of Construction Certificates / Crown Construction Certificates Issued	2
	Number of Complying Development Certificates issued	0
	Number of LGA S68 Approvals	0
	Number of Occupation Certificates Issued	2
	Number of Building Information Certificates issued	0
	Number of Section 10.7 Planning Certificates issued (S68)	17
	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	0
	Returned to Owner	0
	Transferred to - Council's Facility from Seizure Activities	2
	Animals in and arriving at council's facility	
	Surrendered	2

	Animals leaving council’s facility	
	Released to organizations for rehoming	2
	Unable to rehome	0
	Total in council facility	1
	Nuisance dog	0
	Incident dog attack	0
Water Sampling	Microbiology Samples Collected	12
	Chemistry Samples Collected	0
	Raw water pesticide sample	0
	Microbiology Pool samples	4

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>
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**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

**Attachments:**

NIL

**11.2 DEVELOPMENT APPLICATION APPROVED SEPTEMBER 2023- MODIFICATION TO THE BAAKA CULTURAL CENTRE APPROVAL**

**FILE NUMBER: GD23/15368**  
**REPORT AUTHOR: SENIOR PLANNER**  
**RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES**

**EXECUTIVE SUMMARY:**

To provide Council with information for the development application to be approved by Council for the modification to the development approval for the Baaka Cultural Centre.

**RECOMMENDATION:**

That Council will:

1. Receive the report
2. note Information on the development applications D07 2023 PAN 344495 Modification to the approval for the Baaka Cultural Centre, at 42 -44 Reid Street Wilcannia.
3. approve by delegated authority, the development application D07 2023 PAN 344495 Modification to the approval for the Baaka Cultural Centre at 42-44 Reid Street Wilcannia.

**BACKGROUND:**

The above development application is a modification to the development approval D03 2022 PAN 203489 for the Baaka Cultural Centre at 42- 44 Reid Street Wilcannia. The modification work is to reduce the scope of the project by removing the basement.

The development application was assessed by an independent planning consultant (Barnson Consulting) whom recommended approval. There were no submissions received.

The recommendation is for the approval of the modification to the development application for the Baaka Cultural Centre.

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

Focus/Goals/Objectives	Strategic Area	Actions
1 Community and Culture	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
		1.2.2 Develop and implement youth mentoring and leadership programs to support and guide young people in areas of respect, social responsibility and community-building
	1.5 Community events	1.5.2 Provide support to shire communities in seeking grants and funding to organise community events



		1.5.3 Identify opportunities to establish periodic and ongoing community events
4 Local Economy	4.1 Employment	4.1.4 Identify and establish employment paths for local young people and others of employment age.
	4.3 Tourism	4.3.1 Provide ongoing support to existing local tourism associations and ensure cultural diversity

**SUSTAINABILITY ASSESSMENT:**

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

**Financial and Resource Implications:**

The development application is from grant funding.

**Policy, Legal and Statutory Implications:**

The development application was advertised on the council website for 28 days as is legally required.

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

No risk posed to the environment.

**OPTIONS:**

Council notes the information provided and approves the development application.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

No

**External Exhibition:**

Yes exhibited for 28 days

**Attachments:**

NIL

**11.3 ROADS AND AERODROMES**

**FILE NUMBER: GD23/15536**  
**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 are engaged by Roads and Maritime Services (RMS) to maintain the State Highway network within the Shire boundaries. The two State Highways are the Barrier Highway and the Cobb Highway.

Council are 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 preliminary allocation is: \$1,200,506.

2023/24 RMCC No Works Orders have been received this year.

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining budget</b>
Routine	\$1,200,506	18%	\$982,913
WO	\$0	0%	\$0

**Regional Roads**

Council maintains 790km of Regional Roads throughout the Shire.

2023/24 Regional Road Block Grant amount (including roads, traffic and supplementary components) has not been confirmed to date and budget is based on last years allocation of \$2,863,000

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.

Council's have not been advised of the 2023/24 Regional Roads Repair Program applications to date, expected by end September 2023. Council will be updated following receipt of advice from Transport for NSW.

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 has been submitted to TfNSW for assessment.

<b>Works Description</b>	<b>Original Budget</b>	<b>% Expended</b>	<b>Remaining Budget</b>
Regional Road Block Grant	\$2,863,000	14%	\$2,451,773
Regional Roads Repair Program 2022/23	\$800,000	16%	\$668,924
RLRRP – Regional Roads	\$1,960,000	4%	\$1,872,330
Pooncarie Rd IS project	\$39,600,000	80%	\$7,791,198

**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.

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 September 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 September 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	23%	\$1,537,005
<b>Mandalay Rd Floodways (R2R)</b>	\$750,000	5%	\$712,531
<b>Wilc-Menindee East Rd Formation (R2R)</b>	\$251,818	100%	\$0
<b>Ivanhoe-Menindee Rd RCBC (R2R)</b>	\$400,000	0%	\$400,000
<b>Wilc-Menindee East Rd RCBC (R2R)</b>	\$201,818	0%	\$201,818
<b>Teryawynia-Ashmont Rd RCBC (R2R)</b>	\$400,000	0%	\$400,000
<b>Smith's Hill White Cliffs (FLR Rd 3)</b>	\$1,860,000	82%	\$330,082

<b>Turley's Hill White Cliffs (LRCI Rd 3)</b>	\$1,600,000	62%	\$613,794
<b>Racecourse Rd (FLR Rd 4)</b>	\$2,343,471	2%	\$2,290,450
<b>Fixing Local Roads – Pothole Repair Round</b>	\$821,414	33%	\$554,294
<b>RLRRP – Local Roads</b>	\$2,314,021	9%	\$2,114,094

### **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	3%	\$237,399

### **Attachments:**

NIL

**11.4 SERVICES**

**FILE NUMBER:** GD23/15537  
**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	19%	\$111,591
Ancillary Works	\$226,000	3%	\$218,707
Street Cleaning/Bins	\$280,000	17%	\$231,386
Buildings	\$312,550	8%	\$287,918
Swimming Pools	\$331,400	4%	\$316,521
Domestic Waste	\$202,500	14%	\$175,110

**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

**11.5 WATER AND SEWER**

**FILE NUMBER: GD23/15538**  
**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 on 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
- White Cliffs town water supply is sourced from Wakefield Tank. Wakefield Tank storage supply is estimated 9 months’ supply remaining.
- Ivanhoe town water supply is currently being sourced from Morrison’s Tank. Morrison’s Tank capacity, 300 megalitres. 14 months’ supply remaining
- 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	21%	\$380,166
Wilcannia Sewer	\$230,000	2%	\$224,430
White Cliffs Water	\$181,200	17%	\$150,123
Ivanhoe Water	\$335,700	18%	\$276,667
Tilpa Water	\$23,000	74%	\$5,945
Aboriginal Communities Water and Sewer program	\$144,770	9%	\$131,183

**Water and Sewer Capital Works**

- In 2021 Council entered into a contract with Membrane Systems Australia (MSA).  
 Following lengthy discussions and disagreements as to the nature and effect of the

Contract, Council has elected to agree to terminate the Contract as the only alternative was costly and expensive legal proceedings in attempting to enforce Council's position. As a result, the Contract was terminated June 2023.

After discussion between the parties and their legal advisors, it was agreed to terminate the Contract with details to remain commercial in confidence.

Plant and partially assembled equipment purchased by MSA as part of the contractual arrangement prior to the termination was available for Council to collect. These items are now in Council possession.

Council resolved to seek fresh tenders for the three water treatment plants via selective tender and those tenderers attended a pretender meeting in Broken Hill on Thursday 31<sup>st</sup> August. Tenderers had opportunity to inspect all equipment and seek clarification on queries raised. Tenderers were granted an additional two weeks for tender period which now closes 9<sup>th</sup> October 2023.

- The White Cliffs Reticulation works commenced 22 May 2023 and are progressing with the preferred tenderer under day rates arrangements. Council staff and local contractors are assisting to deliver the town reticulation network as a priority.

Pending the successful delivery of the 14.6km of new reticulation system and the new Water Treatment Plant, works will commence on the rising and trunk mains replacement, 6.6km

- 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 are in progress 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	38%	\$3,014,640
Wilcannia WTP	\$3,500,000	47%	\$1,847,225
Ivanhoe WTP	\$2,500,000	46%	\$1,355,870
Smart Meters	\$50,000	0%	\$50,000
AC Main Replacements	\$150,000	53%	\$70,490



Tilpa Reservoir	\$50,000	0%	\$50,000
Ivanhoe Raw Water Switchboard Upgrades	\$75,000	0%	\$75,000

**Attachments:**

NIL

**11.6 SWIMMING POOL OPERATIONS****FILE NUMBER: GD23/15555****REPORT AUTHOR: DIRECTOR SHIRE SERVICES****RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES**

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**EXECUTIVE SUMMARY:**

The purpose of this report is to provide Council with information so an informed decision can be made with respect to swimming pool operations.

**RECOMMENDATION:**

That Council will:

1. Receive the report
2. Implement Unsupervised Swimming Pool Operations at all pools from 10am to 7.30pm
3. Engage Cultural Solutions to provide lifeguards at Swimming Pools during supervised openings .
4. Engage lifeguards to supervise patrons at Wilcannia and Menindee Swimming Pools from 3:30pm to 6:30pm weekdays and from 3:00pm to 7:00pm weekends and Public Holidays
5. Engage lifeguards to supervise patrons at Ivanhoe and White Cliffs Swimming Pools from 3.00pm to 7.00pm for Friday, Saturday, Sunday, and Public Holidays.

**BACKGROUND:**

Council implemented unsupervised swimming pool operations at Ivanhoe and White Cliffs during the 2022-23 season. Menindee and Wilcannia remained on lifeguard supervised operations during limited hours only.

**REPORT:**

Council staff received both positive and negative feedback from the trialled operations last summer, the main points being:

- Unsupervised - Parents raised concerns about safety of patrons and would prefer lifeguards be on duty to supervise.
- Unsupervised – Patrons would like access to the swimming pools early morning, 5:30am to 7:30am to swim laps and/or walk for hydro exercise.
- Supervised – Patrons would like longer opening hours, especially on weekends and public holidays.
- Supervised – Those people who misbehave or abuse lifeguards should be banned from the swimming pools.
- Supervised - Patrons would like access to the swimming pools early morning, 5:30am to 7:30am to swim laps and/or walk for hydro exercise.

All swimming pools have the infrastructure in place to operate under remote supervision operations. Those people interested in using the facilities unsupervised have the option of purchasing a season ticket which allows entry via a card access system. The cost of the season ticket is \$100 per family in accordance with adopted fees and charges.

If no season ticket is purchased, the cost of entry whilst lifeguards on duty is a gold coin donation.

Council recently advertised for lifeguards and one applicant was received from Ivanhoe and White Cliffs. The engagement of Cultural Solutions, lifeguards for all towns can be engaged to supervise patrons in the afternoon weekdays and on weekends and public holidays.

The recommendation above seeks to implement unsupervised swimming pool operations at all facilities to enable the community to access pools for longer hours whilst also catering for those people who prefer supervision. Unsupervised Swimming Pool Operations at all pools may be extended earlier opening times; once further discussion with staff if water dosing and water quality testing can be achieved. The Swimming pools are programmed to open 1 November 2023.

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

Focus/Goals/Objectives	Strategic Area	Actions
1 Community and Culture	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
	1.4 Local sport and recreation	1.4.1 Provide well-maintained parks, play equipment, sporting fields and facilities, swimming pools and other recreation facilities for communities in the shire
		1.4.2 Work with community groups to identify local sporting and recreational needs and opportunities

**SUSTAINABILITY ASSESSMENT:**

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

**Financial and Resource Implications:**

The budget for Swimming Pool operations 2023-24 was based on lifeguard supervision at Wilcannia and Menindee only. There may be budget variance with lifeguards at all pools which will be reported via monthly service report updates and quarterly budget reviews.

**Policy, Legal and Statutory Implications:**

In accordance with NSW Government Practice Note 15, Water Safety, revised July 2012

In accordance with “Signs as Remote Supervision”

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

Council's Risk Management Policy and Framework is consistent with *AS/NZS ISO31000: 2018* and provides the foundation for the effective management of Council's strategic and operational risks.

A Risk Assessment has to be undertaken to inform the strategies and actions to address risks associated with the management and operation of all Swimming Pools.

**OPTIONS:**

1. Implement Supervised Swimming Pools only, open pools from 3:30pm to 6:30pm weekdays and 3:00pm to 7:00pm weekends and public holidays at all pools.
2. Implement unsupervised swimming pool operations at all swimming pools and do not engage lifeguards at any pools.
3. Implement a combination of options 1 and 2 (Recommended)

**COUNCIL SEAL REQUIRED:**

No

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

Nil

**External Exhibition:**

Public Exhibition Period – August 2021

**Attachments:**

NIL

**11.7 FLOOD DAMAGE UPDATE****FILE NUMBER: GD23/15598****REPORT AUTHOR: DIRECTOR SHIRE SERVICES****RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES**

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**EXECUTIVE SUMMARY:**

The purpose of this report is to provide an update on flood damage works within the Central Darling Local Government Area.

**RECOMMENDATION:**

That Council will:

1. Receive and note the report

**REPORT:**

Storm and flood events from November 2021 to September 2022 resulted in damaged infrastructure across the Shire. This report addresses road infrastructure only, whilst additional damage and costs were incurred at Menindee during flood events, those details are not included here.

Event AGRN 987 – Severe Weather and Flooding 9 November 2021 onwards:

Emergency works completed on 4 local roads only up to 23 November 2021. Continued wet weather prevented further emergency works. Expenditure \$17,358 was approved and payment received.

Event AGRN 1001 – Southern NSW storms and floods from 5 January 2022 onwards:

Emergency Works completed on 14 local and regional roads up to May 2022.

Claim 1, expenditure of \$1,711,185 was approved and payment received.

All emergency works completed by September 2023.

Final Claim of \$819,862 is with Transport for NSW for review and approval.

Event AGRN 1034 – NSW Flooding from 14 September 2022 onwards:

Emergency Works completed on 28 local and regional roads up to June 2023.

Extension of time to complete emergency works was granted due to ongoing wet weather delays.

All emergency works completed by 30 June 2023, expenditure \$2,710,000. Claim being finalised following request for further information.

Essential Public Asset - Restoration Works (EPA-RW) are works that require more significant restoration works to bring the asset back to its original state. In this regard, 4 packages totalling approximately \$8.6M has been submitted to TfNSW for review.

Damage Control Project Management (DCPM) have been engaged to assist Council with claims and reporting. The table below summarises information above

Event	Phase / Package	\$ Value	Status
987 - NSW Severe Weather and Flooding: 9 November 2021 onwards	Emergency Works	\$17,358	- Approved, payment received.
1001 - Southern NSW storms and floods from 5 January 2022 onwards	Emergency Works – Progress Claim	\$1,711,185	- Approved, payment received.
	Emergency Works – Final Claim	\$819,862	- With TfNSW for review & approval
1034 - NSW Flooding from 14 September 2022 onwards	Emergency Works	~\$2,710,000	- DCPM finalising claim
	EPA-RW – Package 1, Pooncarie Road	~\$1,348,911	- With TfNSW for finalisation (via their Broken Hill crew)
	EPA-RW – Package 2, Unsealed	~\$2,723,810	- With TfNSW for review & approval
	EPA-RW – Package 3, Sealed	~\$4,310,584	- With TfNSW for review & approval
	EPA-RW – Package 4, Trees & Structures	~\$280,833	- TfNSW initial review completed, DCPM drafting response

Please note that many of the \$ figures quoted are not yet finalised, and/or subject to TfNSW review which can be hard to predict. These are indicated with an “~”

**Attachments:**

NIL

**11.8 WEEDS BIOSECURITY****FILE NUMBER: GD23/15645****REPORT AUTHOR: DIRECTOR SHIRE SERVICES****RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES**

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**EXECUTIVE SUMMARY:**

The purpose of this report is to provide Council with information regarding the management of weeds within the Central Darling Local Government Area.

**RECOMMENDATION:**

That Council will:

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.

**BACKGROUND:**

At the Ordinary Meeting of Council, May 2020, Council resolved to:

1. *Draft a memorandum of understanding and seek agreement in principle from Broken Hill Council and report back to Council.*
2. *Consider the inclusion of a Weeds Officer in the draft budget and present an amended staff structure to the Council following budget consideration.*

Following that meeting discussions were held with Local Land Services (LLS) over a period of time and a further report was presented to Council with Weeds Biosecurity information.

At the Ordinary Meeting of Council, December 2020, Council resolved to:

1. *Agree in principle to a “fee for service” agreement with Local Land Services (LLS) for the management of weeds within the Local Government Area and write to LLS advising of this.*
2. *Report to Council once contract documentation has been prepared for endorsement.*

The agreement with LLS to provide a “fee for service” for the management of weeds was signed and work commenced. However, in June 2023, Council was advised that LLS were unable to continue this work and ceased immediately.

**REPORT:****Summary**

Funding for CDSC from the LLS for the 23/24 year is expected to be the same as last year (\$46,000). This may be announced in October/November 2023 but there is no guarantee until the announcement is made. In addition, there is also a rollover into this financial year of last year’s full allocation of \$46,000.

The option of Council employing a weeds biosecurity officer is now the preferred option.

**Status**

LLS is no longer an option for service provision for Council and with its obligations under the Biosecurity Act 2015, the recommendations presented at the May 2020 meeting now present a practical and achievable option.

Broken Hill Council are in a similar situation to Central Darling Shire Council. They have been contacted to confirm the current situation and gauge interest in again exploring the possibility of a shared position.

The opportunity to meet with Broken Hill Council to discuss this further will be after the 23 October 2023 when staff at Broken Hill return from leave.

Currently since LLS advised they could not continue with the weeds work for council no inspection work has been carried out.

**Benefits**

The benefit of Council employing a person to do the job of weeds management officer as previously explored include the following.

- Council is complying with its obligation under the Biosecurity Act 2015
- Council has control of the inspection program activities in its area.
- Partnering (if possible) with Broken Hill Council will provide an increased efficiency of scale for the region.
- This increased scope for the position may be a more attractive option for any potential employee.

**Nest Steps**

- Meet with Broken Hill Council ASAP after the 23 October
- Draft a Position Description for the Weeds Biosecurity Officer position.
- Confirm funding budget with LLS including rollover from last financial year.
- Draft MOU with Broken Hill City Council once details are agreed.
- Report back to Council

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

Focus/Goals/Objectives	Strategic Area	Actions
4 Local Economy	4.4 Agriculture	4.4.1 Work with Local Land Services to manage and minimise weeds and pest animals
		4.4.2 Identify and undertake necessary measures to ensure the ongoing biosecurity of local agriculture

**SUSTAINABILITY ASSESSMENT:**

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

**Financial and Resource Implications:**

The Weeds Action Program (WAP) 2020-2025 provides approximately \$46k per year. This funding can be used to employ a Weeds Biosecurity Officer.

The costs, including any shortfall in funding, for the role will be presented to Council following discussions with Broken Hill City Council and a draft MOU is prepared.

The Shire Services Wages budget includes allowance for the position.

**Policy, Legal and Statutory Implications:**

Council is a Control Authority pursuant to the Biosecurity Act 2015 and carries responsibilities under the Act to manage weeds within the LGA. (This Act replaced the Noxious Weeds Act 1993)

Fail to meet legislative requirements could result in possible civil penalties for executive officers and body corporate.

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

Nil at this time

**OPTIONS:**

Do nothing and continue with current arrangements (nil weeds inspections)

Employ a Weeds Biosecurity Officer but do not enter into any agreement with Broken Hill Council

Proceed with discussions with Broken Hill Council with the view of sharing a resource of a Weeds Biosecurity Officer.

**COUNCIL SEAL REQUIRED:**

No

**COMMUNITY ENGAGEMENT AND COMMUNICATION:**

**Internal Exhibition:**

Nil

**External Exhibition:**

Nil

**Attachments:**

NIL

**12 MINUTES OF COMMITTEE MEETINGS**

Nil

## **13 RESOLUTION TRACKER**

### **13.1 RESOLUTION TRACKER**

**FILE NUMBER:** GD23/15523  
**REPORT AUTHOR:** EXECUTIVE ASSISTANT  
**RESPONSIBLE DIRECTOR:** GENERAL MANAGER

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#### **RECOMMENDATION:**

1. That the Resolution Tracker from the Ordinary Council Meeting held on 30/08/2023 be received and noted and any amendments be noted.

#### **Attachments:**

1. [RESOLUTION TRACKER AUGUST 2023](#) ↓ 

## 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.

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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 Lot 36 DP754525 RACECOURSE ROAD MENINDEE

**FILE NUMBER: GD23/15073**

**REPORT AUTHOR: SENIOR PLANNER**

**RESPONSIBLE DIRECTOR: DIRECTOR SHIRE SERVICES**

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Item 14.1 is confidential under the Local Government Act 1993 Section 10A(2) - (g) as it relates to advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

### 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, 25 October 2023 in Council Chambers, 21 Reid Street, Wilcannia at 9am.

**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

Enter text

**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.

.....  
**ADMINISTRATOR**



# CENTRAL DARLING SHIRE COUNCIL

Constituted 1 May 1959

## COMMUNITY GRANTS APPLICATION

### APPLICANT'S DETAILS

Applicant: Anglican parish of Broken Hill and the Far West.

Address: P.O. Box 185  
BROKEN HILL, 2880

Telephone: 0429 874402 or 0408824998

Email: bhfwanglicans@yahoo.com.au

ABN: 88794375326

Bank Account Name: ANZ Broken Hill

BSB: 012551

Account Number: \_\_\_\_\_

### PROJECT/ACTIVITY DETAILS

Name of Project/Activity: St Mary's Church, White Cliffs

Amount of Funding Requested: The annual water rates

#### Brief Description of Project/Activity:

Our parish has received an account for water rates for the period 31/8/23 - 31/5/24 \$998.00. for the church at White Cliffs.

Sadly this church has not had a service for some years but we maintain it, as best we can, in case a church service is needed.

There is a community group who meet at the church about twice a year. They help with maintaining the property when needed, and use their own rainwater for meetings. They water the trees rarely. The members are non-church members and they have the historical perspective at heart.

We humbly request the waiving of the water rates

CENTRAL DARLING SHIRE COUNCIL



COMMUNITY GRANTS APPLICATION

AUTHORISATION OF APPLICANT

Name: Rev'd Helen Ferguson PSM

Position: Rector

Signature: H Ferguson

Date: 22/8/2023

PRIVACY STATEMENT

Council is collecting your personal information in accordance with the Privacy and Personal Information Protection Act 1998.

The purpose for collecting your personal information is to obtain and record details to assess your application. The intended recipients of the personal information collected includes Council officers, delegates or other agents contracted by Council. If necessary for reporting purposes, your name will be made publicly available on Council's website. Your contact details will not be made public on Council's website and will be removed from all applications and reports in Council's Business Papers.

The supply of your personal information is voluntary. If you cannot provide or do not wish to provide the information sought, Council may not be able to process your application.

You may make an application for access or amendment to information held by Council. Council will consider any such application in accordance with the Act. Enquiries concerning this matter can be directed to the Public Officer by email [council@centraldarling.nsw.gov.au](mailto:council@centraldarling.nsw.gov.au) or addressed to Central Darling Shire Council, PO Box 165, Wilcannia NSW 2836.

Your information will be collected and stored by Central Darling Shire Council, 21 Reid Street, Wilcannia NSW 2836.

Grant Status Register 31st August 2023

**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
<b>Total</b>			<b>\$1,000,000</b>	

**Grants - Pending**

Program	Funding Level	Project	Amount (GST Exc.)	Note
Youth Opportunities Program	State	Central Darling Youth Leadership Program	\$50,000	
Local Roads & Community Infrastructure Phase 4	Federal	Various Projects	\$1,579,689	
Clubgrants Category 3		Refurbishment of Ivanhoe Community Golf Course Clubhouse	\$211,293	On behalf of Ivanhoe Community Golf Club Inc
Growing Regions Program		White Cliffs Caravan Park Redevelopment	\$1,080,000	
<b>Total</b>			<b>\$2,920,982</b>	

**Grants - Acquittals**

Program	Funding Level	Project	Amount (GST Exc.)	Note
Murray Darling Basin Economic Development Program Round 3		Victory Caravan Park Amenity Block Upgrade		Progress update
Community Events Program - 0137	State	Mari Maa		Final project due to be completed 30 June 2023
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		Drafting of next milestone reports commenced
<b>Total</b>			<b>\$0</b>	

Central Darling Shire Council  
MONTHLY REPORT AUGUST 2023

**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 August 2023 and sets out a proposed detailed work schedule for the month of September 2023. The report will also look forward to potential activities to be undertaken in the second quarter 2023-24.

## AUGUST 2023 UPDATE

Finalised and submitted the following applications:

- Youth Opportunities Program (NSW) - Central Darling Youth Leadership - \$50,000 (ex GST).
- Local Roads & Community Infrastructure Program Phase 4 (AG) - 8 Projects - \$1,579,689 (ex GST).
- Clubgrants Category 3 Fund Infrastructure Grants: August 23000225 (NSW) - The refurbishment of the Ivanhoe Community Golf Course Clubhouse - \$211,293 (ex GST) on behalf of Ivanhoe Community Golf Club Inc.

Notified that the following grant application was successful:

- Community Heritage Grant 2023-25 (NSW) - Stories Behind the Stones - \$45,455 (ex GST).

Notified that the following grant applications were unsuccessful:

- N/A

Drafting the following applications:

- NSW Severe Weather & Flood Grant - August/September 2022 - AGRN 1030 & AGRN 1034 - Category D (NSW) - Various Projects - \$1,000,000 (ex GST).

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

- MDBEDP R3 - Victory Caravan Park Amenity Block Upgrade progress update videocall with the department.
- Continued to work on Community Events Program - 0137 acquittal. Some information still outstanding before the report can be submitted.
- Regular contact with both the council's project manager and the contractor for updates regarding the progress of the Covid-19 Impacted Communities grant approved by the Department of Regional NSW.
- Assisted with BCW-001 (Baaka Legal Fees), BCW-002 (Baaka Curatorial Report) and BCW-003 (Baaka Corporation Establishment) reporting.
- Acquittal report for the Winter Holiday Break (WHB23-010) submitted.
- NSW Flood Response report completed and submitted.
- NSW Weeds Action Program report submitted.
- LSP-041 (Infrastructure/employment generation/ community projects) milestone report approved.
- Commenced drafting next milestone reports for LSP-041 and SCCF3-0448.

Provided general grant and project management advice, including:

- Wilcannia Visitor Accommodation Business Case Working Group.
- Meet with OLG to discuss the NSW Severe Weather & Flood Grant - August/September 2022 - AGRN 1030 & AGRN 1034 - Category D application.
- White Cliffs Caravan Park Redevelopment Business Case development - Growing Regions Program.
- Supporting CDSC with grants advice and planning.



**PROPOSED SEPTEMBER 2023 WORK SCHEDULE**

- Work with Council and consultants on the Wilcannia Accommodation Business Case project to ensure project if finalised and relevant reporting submitted.
- Preparing and finalising applications for the following projects:
  - Regional Drought Resilience Planning Program Application – joint application as lead for consortium of CDSC, Broken Hill City Council and Far West Unincorporated area – once round announced.
  - NSW Severe Weather & Flood Grant - August/September 2022 - AGRN 1030 & AGRN 1034 - Category D – application for projects for the \$1,000,000 allocated to Council.
  - Working with the council and LGA bus service provider on possible application to the Country Passenger Transport Infrastructure Grant Scheme (CPTIGS) 2023/24 round to upgrade Wilcannia bus stops.
  - Regional Housing Strategic Planning Fund - Round 2.
- White Cliffs Caravan Park Redevelopment Business Case development – Growing Regions Program.
- 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 DECEMBER 2023**

- Continue to work on and submit new grant applications due to December 2023, 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>– Disability Access to public buildings (e.g., Post Offices and public amenities)</li> <li>– Cemeteries / Heritage Trail App (To be reviewed now funding secured)</li> <li>– Council cemeteries (fencing/plaques)</li> <li>– Ivanhoe Stormwater drain (Columbus Street) design and implementation plan (LRCI Phase 4 potential project).</li> </ul>	<ul style="list-style-type: none"> <li>– Menindee Street Art</li> <li>– Solar Panels for Council buildings Ivanhoe Swimming Pool heating</li> <li>– Ivanhoe Community Golf Club (applications pending).</li> <li>– Sound Dome Beautification – White Cliffs</li> <li>– Landfill improvements (Litter fencing, CCTV, operational)</li> <li>– Tilpa Playground Shade Cloth (LRCI Phase 4 potential project)</li> <li>– Water Security for White Cliffs</li> </ul>
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- 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	August 2023	Days Remaining at 31 August 2023 <sup>1</sup>
84	8	10	73.5

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

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

Prepared by:



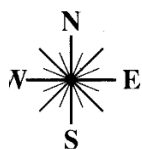
**Andrew Morris**

Director, Morris & Piper Advisory

1 September 2023

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

Mobile: 0427 015 580



# CENTRAL DARLING SHIRE COUNCIL

Constituted 1 May 1959

## COMMUNITY GRANTS APPLICATION

### APPLICANT'S DETAILS

Applicant: Jane McEwan (President)

Address: 22 Candilla St  
Menindee 2879 NSW

Telephone: 0448 356 133

Email: menindeecwa@gmail.com

ABN: 82 318 909 926

Bank Account Name: Country Women's Association Menindee Branch

BSB: 062 513

Account Number: 00904792

### PROJECT/ACTIVITY DETAILS

Name of Project/Activity: CWA Darling River Group Conference and AGM

Amount of Funding Requested: \$1000

#### Brief Description of Project/Activity:

The Menindee Branch of the CWA of NSW will be hosting the CWA Darling River Group Conference and AGN on Saturday 14<sup>th</sup> October 2023, expecting some 45+ members of the Group attending from Ivanhoe, Tibooburra, White Cliffs, Broken Hill and Menindee, as well as from twinning Group of Riverina.

Menindee is a small branch of 14 members which at times struggles to cover general expenses of the functioning of our hall, as well as to offer services to the community. As hosts we are required to provide morning tea and luncheon, as well as gifts for visiting guest speakers and small gift bags for attendees from away. A conference dinner is to be held at Maidens Hotel on the evening of the event.

I therefore write to the Council, on behalf of the Menindee Branch, is asking for sponsorship of the event in the amount of \$1000. The Menindee Community and Businesses will benefit from 45+ attendees via accommodation bookings, experiencing tours of the area and general shopping at outlets.

On behalf of Menindee CWA Branch, I thank you in anticipation of councils support for our hosting of the event, with Council being recognized on Conference material and throughout the event.

---

**AUTHORISATION OF APPLICANT**Name: Jane McEwanPosition: Branch PresidentSignature: J McEwanDate: 04.09.23**PRIVACY STATEMENT**

Council is collecting your personal information in accordance with the Privacy and Personal Information Protection Act 1998.

The purpose for collecting your personal information is to obtain and record details to assess your application. The intended recipients of the personal information collected includes Council officers, delegates or other agents contracted by Council. If necessary for reporting purposes, your name will be made publicly available on Council's website. Your contact details will not be made public on Council's website and will be removed from all applications and reports in Council's Business Papers.

The supply of your personal information is voluntary. If you cannot provide or do not wish to provide the information sought, Council may not be able to process your application.

You may make an application for access or amendment to information held by Council. Council will consider any such application in accordance with the Act. Enquiries concerning this matter can be directed to the Public Officer by email [council@centraldarwin.nsw.gov.au](mailto:council@centraldarwin.nsw.gov.au) or addressed to Central Darling Shire Council, PO Box 165, Wilcannia NSW 2836.

Your information will be collected and stored by Central Darling Shire Council, 21 Reid Street, Wilcannia NSW 2836.



## Country Women's Association of NSW

ABN 82 318 909 926    Incorporated in 1931 by an Act of NSW Parliament    [www.cwaofnsw.org.au](http://www.cwaofnsw.org.au)

*All Communication to be addressed to the:*  
Secretary of MENINDEE Branch - PO Box 87 MENINDEE NSW 2879    [menindeecwa@gmail.com](mailto:menindeecwa@gmail.com)

Mr G Hill  
General Manager  
PO Box 165  
WILCANNIA NSW 2836

14<sup>th</sup> August 2023

Dear Greg

The Menindee Branch of the CWA of NSW will be hosting the CWA Darling River Group Conference and AGM on Saturday 14<sup>th</sup> October 2023, expecting some 45+ members of the Group attending from Ivanhoe, Tibooburra, White Cliffs, Broken Hill and Menindee, as well as from our twinning Group of Riverina.

Menindee is a small branch of 14 members which at times struggles to cover the general expenses of the functioning of our hall, as well as to offer services to the community. As hosts we are required to provide morning tea and luncheon, as well as gifts for visiting guest speakers and small gift bags for attendees from away. A Conference dinner is to be held at Maiden's Hotel on the evening of the event.

I therefore write to Council, on behalf of the Menindee Branch, in asking for sponsorship of the event in the amount of \$1,000.00. The Menindee Community and Businesses will benefit from the 45+ attendees via accommodation bookings, experiencing tours of the area and general shopping at outlets.

I thank you in anticipation of Council's support for our hosting of the event, with Council being recognised on Conference material and throughout the event.

Yours faithfully

A handwritten signature in cursive script that reads 'M. Muscat'.

Margot Muscat  
Branch Treasurer





**CENTRAL DARLING SHIRE COUNCIL**

Constituted 1 May 1959

**COMMUNITY GRANTS APPLICATION**

**APPLICANT'S DETAILS**

Applicant: TILPA GYMKHANA (PART OF TCCI)  
 Address: C/O MARRA STATION WEST TILPA RD  
WILCANNIA 2836  
 Telephone: 0400916820  
 Email: Tilpagymkhana@gmail.com  
 ABN: \_\_\_\_\_  
 Bank Account Name: ~~BA~~ TCCI  
 BSB: 082 937  
 Account Number: 506943612

**PROJECT/ACTIVITY DETAILS**

Name of Project/Activity: TILPA FEATURE BARREL RACE & GYMKHANA  
 Amount of Funding Requested: \$1000

**Brief Description of Project/Activity:**

THE TILPA COMMUNITY WILL BE HOLDING A COMMUNITY  
EVENT FOR THE FIRST TIME IN SEVERAL YEARS DUE TO COVID  
& FLOODS. THE EVENT WILL INCLUDE GYMKHANA HORSE  
EVENTS, BARREL RACE FEATURE EVENTS, NON HORSE EVENTS  
& A BUSHMANS CHALLENGE. AS IN THE PAST IT IS ANTICIPATED  
THAT COMPETITORS WILL BE DRAWN FROM ALL OVER THE  
WESTERN DIVISION. FOOD & ENTERTAINMENT WILL ALSO  
BE AVAILABLE ON THE DAY

**AUTHORISATION OF APPLICANT**

Name: FIONA LANDER  
 Position: SECRETARY TCC1  
 Signature: Fiona Lander  
 Date: 17/08/2023

**PRIVACY STATEMENT**

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# Employee Housing Policy

<b>Document Reference No:</b>	GD23/3694	<b>Version:</b>	2
<b>Department:</b>	Governance		
<b>Author:</b>	HR Officer		
<b>Responsible Director:</b>	General Manager		
<b>Authorisation Date:</b>		<b>Review Date:</b>	
<b>Minute No:</b>			

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## Employee Housing Policy

### Purpose

The purpose of this Policy is to provide a framework for the allocation and rental of Council owned housing.

This Policy supports Council's Workforce Management Plan (WFP) objectives in attracting and retaining highly skilled employees through provision of suitable housing.

The Policy also provides guidance on the allocation of housing to employees and specifies the rentals applicable to Council owned houses.

The Policy also provides information to protect Council's Housing assets in conjunction with tenants.

### Application

This Policy applies to all employees who have the provision of council housing in their employment contracts.

**Employees who access vacant council housing during visits to the Shire are excluded from this Policy.**

### Definitions

**Garden maintenance** means lawns will be kept watered (except in times of total water bans), lawns will be mown and whipper-snipped, garden beds weeded and free of dead vegetation and wind borne and general rubbish within the garden is picked up and removed.

### Provisions

#### 1. General

- 1.1 All employees who are provided with a Council supplied housing are required to pay rent, with the exception of senior staff who are provided housing as part of their remuneration package.
- 1.2 Council maintains a wide range of flexible housing stock that it uses to accommodate different family types and living circumstances.
- 1.3 Council will enter into a rental agreement with the employee, with the agreement linked to the employee's tenure.
- 1.4 Where couples reside in a Council owned house, the rental agreement will be in the name of the employee only. In the event of a relationship breakdown between couples, and the employee intends to remain employed with Council, they will retain the right to remain at the property. When both persons in the relationship are employed by Council, additional accommodation may need to be sought by the employees concerned if the situation requires.
- 1.5 Where the employee intends to leave Council's employment, the tenancy of the premises will end upon the cessation of employment and all parties will be required to vacate the property in accordance with the tenancy agreement, this Policy and the conditions of the employee's contract of employment.

#### 2. Allocation of Council Owned Housing – Internal/Employees

- 2.1 In order to recruit and retain staff, the senior officer positions of General Manager and Director Shire Services as part of their salary package.
- 2.2 Houses will not be allocated to new or existing employees who own or reside in a residence in the Shire.

Page 2 of 9

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## Employee Housing Policy

- 2.3 The Director Shire Services is the primary person responsible for ensuring that all Council premises are maintained to a standard which a reasonable person would consider appropriate.

### 3. Allocation of Council Owned Housing – External/Non-employees

- 3.1 When a property is not in use by Council employees, and circumstances allow, Council may facilitate a rental agreement with external organisation, non-employees or contractors.
- 3.2 The amount of rent is set by the General Manager and be based on market rental values, as appraised by real estate agents from adjacent regional centres, i.e. Broken Hill and/or Cobar.
- 3.3 The rent is to be paid weekly.

### 4. Allocation of Council Owned Housing – External/Contractors

- 4.1 Where contractors are engaged for a short-term engagement, for example between say three to six months, Council may provide a fully functional residence, as part of the contract arrangement.
- 4.2 Where contractors are engaged to provide trade related services that are managed by Council, a **Grade 6 Housing accommodation** may generally be supplied if available.
- 4.3 **All agreements under this clause are to be in writing and approved by the General Manager prior to commencement of tenure.**

### 5. Quality and Grading of Housing

- 5.1 Council housing has been graded into six separate categories, based on the type, condition and configuration of each structure.

#### **Grade 1 Housing**

Grade 1 housing is the highest quality of housing provided by Council. It generally pertains to housing with expensive construction costs and a higher standard of fixtures and fittings. Housing in this grade is of brick veneer construction with en-suite, a large number of rooms, lockable garages and established landscapes.

Grade 1 housing will be allocated to the General Manager employed by Council on a weekly rental basis with the usual tenancy agreement, **with the rental forming part of the employment salary package.**

Council has one Grade 1 house being at:

- 16 Ross Street, Wilcannia – This residence is a brick veneer house with 3 bedrooms, study, en-suite, lounge, dining and two car garage.

#### **Grade 2 Housing**

Grade 2 housing is of high-quality cladded construction. It generally pertains to housing that is in very good condition. Housing in this grade is of timber construction with cladding and has a number of rooms, lockable garages and established landscapes.

Grade 2 housing is in very good condition with a presentable interior. These houses will be allocated to department Directors and Managers, **with the rental forming part of the employment salary package.**

## Employee Housing Policy

Tenancy is supplied on a weekly rental basis with the usual tenancy agreement.

Council has two Grade 2 houses being at:

- 6-8 Reid Street, Wilcannia – This house is timber framed with cladding, with lounge, dining and three bedrooms and a two-car garage.
- 63 Woore Street, Wilcannia – This is a transportable house, with lounge, dining, three bedrooms and one car garage. This house is currently allocated for use by short-term contractors and is provided fully furnished.

### **Grade 3 Housing - \$160 per fortnight**

Grade 3 housing is an acceptable quality of housing. Housing in this grade is of timber construction and cladding with a number of rooms, lockable garages and established landscapes. The quality of housing under this grade is of a lesser standard, but of an acceptable condition.

Some of these houses maybe allocated to staff, depending on availability of Grade 2 housing and the demands for managerial position housing. These houses will generally be allocated to Council employees on a weekly rental basis with the usual tenancy agreement, **with the rental being deducted from the employee's salary.**

Council has five Grade 3 houses being at:

- 47 Hood Street, Wilcannia – This is a timber framed house with cladding, comprising of a lounge, three bedrooms, shed and one car carport.
- 44 Woore Street, Wilcannia – This is a timber framed house with cladding comprising of a lounge, dining room, three bedrooms, and one car garage.
- 28-30 Field Street, Wilcannia – This is a timber framed house with cladding, comprising of a lounge, dining, three bedrooms and one car garage.
- 57 Woore Street, Wilcannia – This house is a transportable house, with lounge, three bedrooms and one car garage.
- Victory Park Caravan Park Caretaker's House – This is an elevated timber frame house with cladding, with lounge, study and three bedrooms. Located in a flood prone area, the house is protected by an established levee bank.

### **Grade 4 Housing - \$140 per fortnight**

Grade 4 housing consists of new transportable buildings. These houses comprise of a number of detached dwellings linked with a common driveway and landscaped areas. Each building will consist of one bedroom, study, open plan living area, bathroom and laundry.

The style of building is suitable for single accommodation. Each building will be of the same configuration and located in a communal living environment. **The new flats will have basic white goods and furniture packs.**

**Council has 4 Grade 4 houses being at:**

**35-37 Hood Street – 3 modern 2 bedroom transportable units with carports and a shared yard area.**

**Ivanhoe Depot – 1 modern 2 bedroom transportable house**

These houses will be utilised for administration and technical staff on a weekly rental basis with the usual tenancy agreement, **with the rental being deducted from the employee's salary.**

## Employee Housing Policy

**Grade 5 Housing - \$130 per fortnight**

Grade 5 housing consists of smaller one bedroom style housing configured as a residential flat. Housing in this grade is of timber construction and clad, with one bedroom, carport, shared driveways and open space areas. The quality of housing under this grade is of an older style with visible wear and tear to the interior and exterior, ~~however Council has recently built 3 new flats which are modern 2 bedroom transportable units with carports and a shared yard area.~~

These buildings will generally be allocated to administration and technical staff on a weekly rental basis with the usual tenancy agreement, ~~with the rental being deducted from the employee's salary~~

Council has six Grade 3 houses being:

Flats 1 to 6, Ross Street, Wilcannia – These flats are one bedroom, with lounge, small kitchen and one carport.

**Grade 6 Housing - no cost**

Grade 6 housing is short term accommodation of one bedroom with communal bathroom, toilet, laundry and kitchen facilities. This grade of housing relates to ATCO style accommodation for short term use.

Council has one Grade 6 ATCO compound as follows:

- ATCOs, Bourke Street, Wilcannia – The ATCOs consist of Donga style accommodation with up to 8 bedrooms, with a communal kitchen, bathrooms, and showers.

This accommodation is designed and suited to visiting tradespeople undertaking works on behalf of Council on a short term basis.

**6. Financial Information****6.1 Rental value and CPI**

Rentals should increase by CPI annually or an agreed figure by Council, from the first full pay period after 1 July each financial year.

As at 1/7/2021 the rentals will be as follows.

- Grade 1: N/A Part of the TRP for the tenant
- Grade 2: N/A Part of the TRP for the tenant
- Grade 3: \$160 per fortnight
- Grade 4: \$140 per fortnight
- Grade 5: \$130 per fortnight
- Grade 6: no cost

**6.2 Rental Income**

Rental income derived from employee housing will be paid to Council and used directly for the maintenance of Council housing.

## Employee Housing Policy

### 6.3 Utility Costs

The cost of utility services including electricity charges, gas supply costs and water usage are included in the rental cost for each tenant.

The following utility costs are exempt from this clause and include;

#### Contractors

Council pays for all utilities utilised by Council contractors.

#### General Manager and Directors

Council pays for the following utilities; rental, electricity charges, gas supply costs, telephone charges, and Excess water accounts as part of their remuneration package.

Additional internet connections and charges, Paid TV connections and charges are not included and must be paid for by the tenant.

#### Internet Access

Council will provide internet access to all tenants.

#### Contents Insurance

Tenants are responsible for their own contents' insurance.

### 6.4 General building maintenance.

Council is responsible for maintenance matters that occur due to wear and tear and general failures etc. Each matter should be reported to the ~~Director of Business Services~~ Works Supervisor who will arrange repairs in a reasonable timeframe. WH&S issues will be addressed immediately by the WHS & Risk Officer.

### 6.5 Garden Maintenance Responsibility

Tenants in Grade 1,2 and 3 houses are responsible for garden maintenance and can access council equipment where necessary and available.

Garden maintenance will be provided by Council for Grade 4, 5 and 6 houses and flats. It is expected the tenant will keep the back yard in a tidy and presentable state.

### 6.6 Pets

Pet ownership will be at the discretion of the General Manager. It is accepted that dogs can provide some measure of security however they must be well managed and controlled.

## 7. Tenancy

### 7.1 Tenants

Tenants will be allocated housing in accordance with demand. The grade of house will be allocated in accordance with the staffing hierarchy under Council's Organisational structure. Housing will be allocated by the General Manager in consultation with ~~the Directors of Shire Services and Business Services Management Executive Group~~, and in accordance with this Policy.

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## Employee Housing Policy

### 7.2 Commencing a Tenancy Agreement with Council

Every tenant who rents a property from Council must enter into a tenancy agreement with Council and before being provided with keys to the property. Council must ensure a Residential Premises Condition Report is completed and recorded prior to the tenant taking up residence in the property.

### 7.3 Bond

Council will not require a bond, however an inspection of premise will be arranged as part of the exit interview process and reimbursement of damages may result.

### 7.4 Ending a Tenancy Agreement with Council

As part of the initial tenancy agreement setup, a condition report will be completed to ensure that a record of the condition of the property is agreed upon.

Before vacating the premises the tenant must restore the building to the condition it was in at the start of the tenancy, after allowing for fair wear and tear at the discretion of Director Shire Services. All areas of the property must be left clean, with rubbish removed free of any abandoned goods, including furniture and vehicles.

Before the keys are handed back, Council must carry out a final inspection of the property in the presence of the tenant and complete a final Residential Premises Condition Report.

Once the tenant has returned the keys to Council and provided vacant possession, the tenant is no longer responsible for any further damage to the property. It is the tenant's responsibility to return the keys to Council.

The tenant must give Council fourteen days' notice before vacating. This allows Council time to complete the Residential Premises Condition Report. This will establish whether there is any unrepaired damage and will enable the tenant and Council to agree on who is responsible for the damage.

It will also be the tenant's responsibility to ensure the carpets are professionally cleaned at their expense. Council will endeavour to include the option to clean carpets in staff accommodation whenever it has other carpet cleaning activity in the town to reduce the cost of carpet cleaning. The only exception to this would be if the carpet is to be removed and/or replaced.

Once employment with Council ceases, the tenant will be required to vacate the premises, unless otherwise negotiated, within the notice period as per the tenancy agreement. If suitable arrangements cannot be made to vacate the premises within the required timeframe under the tenancy agreement, Council may consider a further extension of no more than one month, which must be approved in writing by the General Manager.

In the case where a house is furnished and other items included as per the section below, those items will be laundered and cleaned as necessary at the end of a tenancy. Damage to furnishings other than normal wear and tear will be reimbursed to Council by the employee.

## 8. Inclusions and Furnishings

### 8.1 General Inclusions

Each property listed in this Policy will have the following inclusions – a gas or electric stove, a hot water system, an operating wastewater drainage system, floor coverings (either lino, carpet or tiles), reverse cycle air conditioning and clothesline.

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## Employee Housing Policy

### 8.2 Furnishings

As at May 2021 there are a number of different arrangements in place which will remain. Flats 1 has furniture belonging to staff. All other housing will have Council supplied furnishings, which will include:

- Queen/Double Bed
- Lounge
- Table and Chairs for 2
- Washing Machine
- Television
- Fridge
- Microwave

~~In future consideration will be given to providing furniture packs for staff on probation etc and they can then use their own furnishings once permanent.~~

Linen, cutlery, crockery, cleaning equipment, including vacuum cleaner, and other items will be provided by the employee.

Furnishings will **only** be provided in Council housing utilised by contractors and visiting tradespersons in Grade 6 Housing. **The following furnishings can be expected** will be as follows.

Contractors - One double bed, bed linen, refrigerator, washing machine, two seater lounge, dining room table and chairs (four-seater), digital television, ironing board and iron, bath towels and mats, crockery, cutlery, cooking utensils, tea towels, cleaning equipment including vacuum cleaner.

Tradespersons using Grade 6 Housing – single bed/s in each room, refrigerator, washing machine, dining room table and chairs, crockery, cutlery and cooking utensils, cleaning equipment.

In the event a tenant has their own furnishings and does not require the Council provided furnishings as noted above, Council will place these items into storage.

### 8.3 Carpet cleaning

Tenants are responsible for their own carpet cleaning costs.

## 9. Conduct

**Tenants are to conduct themselves in a respectful manner in line with the Code of Conduct for Employees at all times during their tenancy.**

## 10. Environmental Sustainability

Where possible through general maintenance and upgrades, Council housing will be fitted with environmentally friendly features. These may include solar water heating, solar electricity panels and low use water fittings.

## 11. Remote Area Rental Salary Sacrifice

Council can offer employees who are tenants in council owned accommodation access to the Australian Taxation Office (ATO) Remote Community Housing arrangement. Employees must complete a Remote Area House Rental Agreement to utilise this arrangement.

Employee Housing Policy

### **Legislation**

- *Residential Tenancies Act 2010 (NSW)*

### **Related Documents**

- Code of Conduct for Employees
- Recruitment and Selection Policy
- Recruitment and Selection Procedure

### **Monitoring and Review**

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

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Community Service Awards 2023

<b>Document Reference No:</b>	GD23/11636	<b>Version:</b>	2
<b>Service Unit:</b>			
<b>Author:</b>	Community Engagement Officer		
<b>Responsible Director:</b>	General Manager		
<b>Authorisation Date:</b>		<b>Review Date:</b>	
<b>Minute No:</b>			

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## Community Service Awards

**Purpose**

Council recognizes that the community is enhanced through the efforts of its residents and volunteers who work to improve the lives of others and make the Central Darling Shire a better place to live. Council's Community Service Awards recognize the outstanding contributions by publicly acknowledging and thanking them in a spirit of community pride.

**Application**

This policy applies to anyone involved with the annual Community Service Awards including, but not limited to, Central Darling Shire residents, Council staff and contractors, and community members.

**Definitions**

**Event:** An activity or thing that happens or takes place as a singular occurrence though that may be over more than one day.

**Award:** Recognition of achievement

**Provisions**

This policy applies to anyone involved with the annual Community Service Awards including, but not limited to, Council staff and contractors, and community members.

**4 PRINCIPLES**

1. That Council recognises the outstanding contribution of Central Darling Shire residents, including volunteers, throughout the year where appropriate.
2. That this program includes Outstanding Community Service Awards.
3. That the Outstanding Community Service Awards focus on recognising Central Darling Shire residents who have made a significant contribution to the Central Darling Shire and its community.
4. That a Panel comprising four community members and the General Manager or his/her delegate be convened to judge the nominations received. In addition, one staff member will serve as facilitator on the panel – they will not vote.
5. That the judging Panel be provided with all necessary information to assist them with their deliberations including information relating to any other awards those nominees may have received.
6. The Judging Panel's decision is final.

Community Service Awards

**Table 1:** Annual Award Categories

<b>Outstanding Community Service Awards</b>
Citizen of the Year
Young Citizen of the Year (Maximum age 17 in year of the awards)
Service to the Community (example volunteer, bravery, local business, environmental work to benefit the Shire.)
Outstanding Local Event (event must have been held in 2023).

The guidelines and eligibility criteria for each category will be reviewed annually and promoted via Council’s communication channels.

All nominees must be residents of, or events held within, the Central Darling Shire Local Government Area.

Recipients are chosen by a Selection Panel on merit and against the Award criteria. The panel is made up of four community members and the General manger or his/her delegate (provided they have not nominated someone for an award). One member will serve as facilitator on the panel but will not vote. A member of the panel is to declare an interest and stand aside from the Panel should they be related to a nominee or consider that for any reason a conflict of interest may arise.

The Community Service Awards are announced and presented at or around the timing of the Central Darling Australia Day celebrations on January 26 each year.

**Legislation**

*Local Government Act 1993*

**Related Documents**

Community Service Awards Application Form

Community Service Award promotional flyer

**Monitoring and Review**

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



# GRANTS MANAGEMENT POLICY

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## Grants Management Policy

### Purpose

Central Darling Shire Council (CDSC) aims to actively secure external funding to support our strategies and community endeavours. This policy is to help CDSC to:

- Evaluate, manage, monitor, and report on offers of funding assistance to CDSC and Section 355 Committees.
- Identify and maximise opportunities for additional revenue to align with CDSC's Community Strategic Plan, Town and District Improvement Plans and the Integrated Planning and Reporting suite of documents.
- Adopt a best practice approach in the administration of grant funds.
- Effectively manage the information relating to new and existing grant programs to comply with audit requirements.
- Establish a framework for the preparation, coordination and management of grant applications, funding contracts, and grant reporting and acquittal requirements.

### Application

The Grants Management Policy covers all external grant funding including that awarded by the State and Federal Governments, private industry, and community/philanthropic sectors. It applies to all Council Officials and contractors/consultants applying for external grant funding, and those involved in project and grants funds management.

### Definitions

For the purposes of this policy:

**Department Manager** – Line Manager responsible for a designated budget area.

**General Manager** – the person occupying the position of the General Manager of the Central Darling Shire Council or their nominated delegate.

**Grant Funding** – Money provided, especially by an organisation or Government, for a particular purpose under a grant funding agreement.

**Grant Funding body** – an organisation or department that provides funds for a particular purpose.

**Grant Funding agreement** – a legal document (such as a Deed or Contract) which outlines the terms, conditions and obligations of the grant funding and accountability for both the grant funding body and recipient.

**Grants** – funds from government or private sources, available to CDSC on successful and complying application, for specific uses to achieve agreed aims.

**Project Business Case** – a preliminary document that captures and defines the core project objectives, scope, deliverables, budget, and schedule to enable evaluation and approval for the project.

**Project Officer** – the person in overall charge of the planning and execution of a particular project.

### Provisions

Applications for Grant Funding



## Grants Management Policy

CDSC will actively seek additional resources through grants or funding to provide services or facilities and enhance liveability in the Local Government Area in keeping with strategic goals. CDSC will prepare grant applications and assess grants offered in accordance with this policy and associated management procedures and criteria. Particular attention will be paid to requirements for new assets (such as matching funding) or to maintain assets or services. Where there are cost implications for CDSC outside of the approved budget (including both direct and indirect costs that may be incurred) proposed submissions must be submitted via a report to a full meeting of Council for consideration of budget variations.

The program or project for which grant assistance is sought must be aligned to the current Community Strategic Plan and Integrated Planning and Reporting suite of plans. If new assets are to be acquired through grant funding the life cycle cost of the asset/s must be considered prior to acceptance.

Agreement to apply for external grant funding must be obtained from the General Manager before applications are made. Once this approval is obtained, the relevant officer will prepare the grant application in line with requirements. Draft applications must be approved by the General Manager before the final submission is made.

Final copies of all submitted grant applications, attachments and related correspondence must be filed in CDSC's Content Manager software and the grant details recorded in the grants register.

### Notification of Grant Funding Application Outcome

On notification of a grant application outcome, the result must be recorded on the appropriate grants register.

When a grant has been successful, the terms and conditions of the grant funding agreement should be reviewed, and where necessary, negotiated with the grant funding body. The General Manager should then be provided with all grant funding documentation, with a recommendation to approve proceeding.

The grant funding contract or agreement must be signed off by the General Manager on behalf of CDSC.

### Management of Grant Funds

The assigned Project Officer must ensure the funded project activities fit within the parameters of the project grant funding agreement. Any variations to a grant funding agreement must be negotiated with the Grant Funding Body and subject to their agreement, approved by the Department Manager, and signed by the General Manager on CDSC's behalf.

All grant funds must be expended in accordance with the grant funding agreement conditions.

A Grants Register integrated with CDSC's financial software, budget and operational plan will be used to monitor income, expenditure and progress by percentage completed.

Formal Grants Management meetings chaired by the General Manager will be held at minimum on a quarterly basis, and include representatives from Finance, Shire Services, Governance, and Customer Services.

### Grant Funding Reporting and Acquittals

## Grants Management Policy

The Project Officer is responsible for ensuring that the milestone and final reporting, invoicing and acquittal for the grant is in line with the project delivery as outlined in the grant funding agreement. All milestone and final reports, invoices and final acquittals must be signed off by the General Manager.

Unspent funds must be managed per the requirements specified in the grant funding deed.

### **Legislation**

*Government Information (Public Access) 2009*

*Independent Commission against Corruption Act 1988*

*Local Government Act 1993*

*Local Government (General) Regulation 2021*

*State Records Act 1998*

### **Related Documents**

Asset Management Policy and Plans

Codes of Conduct

Grant Management Procedures

Procurement Policy and Procedures

Statement of Business Ethics

### **Monitoring and Review**

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

Meeting Date	Section Number	Item Section	Item Number	Item Header	Resolution Number	Resolution	Responsible Officer	Resolution Status
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
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
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
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
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
28/06/2023	11	SHIRE SERVICES REPORTS	11.2	URBAN AND RURAL ADDRESSING PROJECT	20-06-2023	1. Receive the report 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 3. Inform Commonwealth and State agencies of the new street addressing and numbering to assist the local community. (a) Endorse the submission of the new street addresses and numbering to the Geographic names board.	Glenda Dunn;#100;# Reece Wilson;#29	IN PROGRESS
26/07/2023	9	GOVERNAN CE REPORTS	9.1	FACEBOOK MARKETPLACE PAGE- PROPERTIES FOR SALES IN CENTRAL DARLING SHIRE	OCM 09-07-2023	1. Receive the report 2. Endorse the development and ongoing management of a Facebook Marketplace Page called “Properties for Sale in Central Darling Shire”. 3. Sell the following parcels of land on Facebook Marketplace Page called “Properties for Sale in Central Darling Shire”: (a) Lot 1 DP906421 & Lot B DP 312008 (40A- 40B Reid Street WILCANNIA NSW 2836) (b) Lot B DP 402894 (38 Hood Street WILCANNIA NSW) (c) Lot 1 DP 907814, Lot 1 DP 907815 & Lot 2 DP 983994 (16A Wilson Street WILCANNIA NSW) 4. Set the asking prices of the parcels in Recommendation 3 above according to the latest land values determined by the NSW Valuer General. 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.	Gabrielle Johnston;#13 3;#Greg Hill;#57	IN PROGRESS
26/07/2023	9	GOVERNAN CE REPORTS	9.2	VIABILITY ASSESSMENT OF THE MENINDEE NATIVE FISH HATCHERY	OCM 10-07-2023	1. Receive and note the report and attachments 2. Council writes to Hon. Tanya Plibersek and the Department (DCCEEW) acknowledging correspondence received and seek further clarification on: (a) Remaining funds from the original allocation (b) Confirmation of the timeframe of June 2024 for completion of the project, and if this could be extended further. (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. (d) That a further report be tabled for council.	Greg Hill;#57	IN PROGRESS

26/07/2023	GOVERNAN 9 CE 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;#13 3	IN PROGRESS
30/08/2023	GOVERNAN 9 CE 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
30/08/2023	GOVERNAN 9 CE 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
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