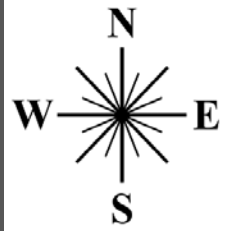


**CENTRAL DARLING
SHIRE COUNCIL**



2013/14

ANNUAL REPORT



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Our Shire

Central Darling Shire encompasses an area of over 53,000 square kilometres, making it the largest Local Government Area (LGA) in New South Wales. Conversely, population figures for the Shire are one of the lower with 2,108 residents dispersed throughout and surrounding the towns of Ivanhoe, Menindee, Wilcannia and White Cliffs, and its localities of Darnick, Mossgiel, Sunset Strip and Tilpa.



The principal economic activities within the Shire include pastoral, horticultural, agricultural, mining and tourism. Rural grazing properties represent the largest land use within the Shire, accounting for 97% of the entire area. The Central Darling Shire is bounded by the Shires of Bourke, Cobar, Carrathool, Balranald, Wentworth and the Unincorporated Area.

Our Mission

“Realising quality opportunities for all in the Central Darling Shire through Effective Leadership, Community Involvement and Facilitation of Services”.

Our Values

Through a collaborative approach and strong commitment, the values that will support our mission and guide us in achieving our visions are:

- Energising Leadership
- Customer Service and Contribution to Community
- Innovation and Continuous Improvement
- Equal Opportunity and Caring for Individuals
- Political Harmony
- Teamwork
- Ethical Behaviour



Our Towns

Menindee



Menindee is an oasis in the Outback, a beautiful spot to soak up the outback atmosphere with the convenience of modern services at your fingertips. Dubbed the first town on the Darling River, Menindee has a rich Indigenous and European history. Menindee is located close to Kinchega National Park where visitors can enjoy spectacular views of the Menindee Lakes and the Darling River, as well as close encounters with local with local wildlife.

Menindee is associated with bold explorers of the outback, Burke and Wills, Mitchell and Sturt, and the pastoral tradition of wool production and labouring paddle steamers transporting bales to market. Many travellers today are surprised to find great fields of grapevines and fruit under irrigation besides the Lakes that Major Mitchell originally named "Laidley's Ponds".

Today, Menindee produces much sought after fruits such as table grapes, rock melons, and many varieties of apricots, tomatoes, and oranges.

Ivanhoe



Ivanhoe is a town situated on the Cobb Highway 220 kilometres North West of Hay. The township provides visitors with a pleasant break to their journey in an outback pastoral community. Friendly people, clean amenities, landscaped recreational areas and a self-guided Heritage Trail, enable visitors to enjoy a short break and gain an insight into the town's interesting past.

Retrace the exploits of bushrangers, the journeys of Cobb & Co and the advent of the railways as you follow the Ivanhoe Heritage Trail. Through tough times and good, flood and crippling drought, towns like Ivanhoe have earned their place in Australian history.



Wilcannia



Wilcannia has a rich and vibrant history. Once known as the “Queen City of the West”, it was the third largest shipping port in Australia. In the boom years of the 1880’s, sandstone was quarried locally for the beautiful buildings that stand today as a reminder of those heady days.

A short drive or walk around town will reveal the great sandstone buildings, historic centre Loft Bridge and old wharf that handled all that cargo so many years ago. Wilcannia has a large Aboriginal community, being the traditional home of the Barkandji people (Barka Meaning River).

White Cliffs



White Cliffs is unique! Precious seam opal was discovered in White Cliffs in the 1890’s and opal from this field was the first to be marketed overseas (giving White Cliffs the distinction of being known as Australia’s first Commercial Opal field).

To escape the high summer temperatures, early miners soon began to live in their working mines enjoying the constant underground temperature in the mid-twenties all year round. These were known as “dugouts” and became home for many miners.

Today, modern dugout homes provide a unique housing style for many White Cliffs residents with all the conveniences of any modern home but being environmentally friendly, little heating or cooling is required.



Tilpa



The origin of the name “Tilpa” may be found in the Barkandji word “thulpa”, which means “floodwaters”, for it is in the vicinity of Tilpa that the Darling River floods up to seventy kilometres wide in major floods.

The village of Tilpa came into existence in 1876 when Arthur Cotton opened a store. James Buckley built the Wee Wattah Hotel where the Tilpa Trading Post is now located in the same year.

By 1894, Cotton’s store was owned by David Jones & Co. who sold it to Edmond Perrott who turned it into a hotel named the Royal. This is the existing Tilpa Hotel.

In 1880 a Postal Receiving Office was opened in the store. Tilpa had a school from 1896 till its closure in 1945.

A punt served as the only means of crossing the Darling River at Tilpa until the bridge was completed in December 1963.

Sunset Strip



Sunset Strip was gazetted in 1965 as a village within the Central Darling Shire, 20 km north of Menindee, situated on the northern shore of Lake Menindee. A unique outback take on a holiday by the sea, Sunset Strip is a home-away-from-home for many Broken Hill residents needing a weekend escape. Sunset Strip can boast having its own Post Office and Community Hall with boating, fishing, golf and tennis being some of the activities available.



Message from the Interim Administrator

In December 2013 the Minister for Local Government asked the Central Darling Shire Council to show cause as to why it should not be suspended for failing to comply with its legislative responsibilities in relation to the financial management of the organisation. The Council's financial position had been deteriorating steadily over recent years.

Following the Council's written submission to the Minister he decided, on 23 December 2013, to suspend the Council for a period of three months and to appoint an interim Administrator to perform the role and function of the governing body of the Council and Councillors under the Local Government Act. I was appointed as that Interim Administrator.

At the conclusion of that three month period, the Minister extended that suspension for a further three months (the maximum permitted under the Act) and then, on 19 June 2014, called a Public Inquiry into the Council to provide recommendations as to whether all civic offices at Central Darling Shire Council should be declared vacant. This had the effect of continuing the suspension of the Councillors. My appointment as Interim Administrator was continued through both the second three month suspension and the subsequent period of the Public Inquiry.

A crucial part of my work as Administrator – particularly in the first few months of the suspension period – was to devise a “Recovery Plan” for the rehabilitation and recovery of the Council's finances. On assuming the role it was evident to me that the Council had no cash in the bank and was, in fact, operating on an overdraft facility for its daily operations. Clearly, this was not a sustainable position and jeopardized the future of the organisation and its capacity to deliver services and facilities to its citizens.

The Recovery Plan was presented to the Minister in April 2014 and has formed the basis for my work, and the work of the Council staff, ever since in trying to return the Council organisation to some form of financial sustainability. Its key components are actions to introduce more fiscal discipline to the organisation, reduce costs and either improve the rate of return we receive on works carried out on behalf of third parties or to discontinue those works or services.

I am pleased to report that at the end of the 2013/2014 financial year a range of important milestones had been achieved towards that recovery:

- Legislative compliance had improved markedly
- A realistic annual budget that projects a modest surplus had been adopted
- A permanent General Manager had been recruited
- An outcomes focused organisational structure had been adopted and was in the process of implementation
- New costing and pricing systems for third party works had been introduced

All of this has been achieved without significant reductions in levels of service however much more needs to be done and the work continues.

I would like to thank the staff of the Council for the level of co-operation that they have given me in what must be challenging and uncertain times. Similarly, I have had support from several of the suspended councillors and



particularly suspended Mayor Ray Longfellow. Many of the residents of the Shire have also been supportive and I thank them for their input.

At the time of writing (October 2014) no decision has yet been made by the Minister on the future of the elected councillors. Notwithstanding that, I am keen to reassure all of the citizens of the Shire that I am continuing to work on their behalf and will do my utmost to ensure that the Shire Council has a sustainable and viable future.

Greg Wright
Interim Administrator



From the Office of the General Manager

It is with pleasure that I provide my first Annual Report as General Manager of the Central Darling Shire Council.

The Annual Report provides an overview of Council's operations and performance during the previous 12 months, exemplifying the dedication and commitment by the staff of the Council under which can only be seen as challenging and difficult circumstances.

During the year, a number of staff, particularly senior staff, departed the organisation, and I have no doubt that this turbulence of management direction created some uncertainty within the organisation.

A continuing theme at other levels within the organisation remains the inability to consistently attract staff of sufficient capacity and capability to ensure that the work of the Council can progress as legislatively required or as determined by Council.

It is apparent that Council's financial performance and position at the end of the 2013/14 financial year continues to be unsustainable and inconsistent with the objectives and targets set at the start of the financial year.

But there is no doubt that the intervention by the Minister of Local Government in suspending the elected members in December 2013 highlighted the need for the Council to refocus its energies into ensuring the financial sustainability of the Council as well as addressing its failure to ensure full compliance of its reporting requirements in accordance with the Local Government Act 1993 and other impacting legislation.

I acknowledge the appointment of the Interim Administrator, Mr Greg Wright, who has been instrumental in addressing the myriad of issues facing the Council, and for his development of the Recovery Plan 2014, approved by the Minister of Local Government, as the blueprint for resolving those issues. The challenge for the Council will be to financially address its historic deficits, which while addressing and delivering on services sought by its diverse communities, were not sustainable on its limited revenue.

Michael Boyd
GENERAL MANAGER



Management Team



Greg Wright
Administrator



Michael Boyd
General Manager



Jacob Philp
Director Business Services



Reece Wilson
Director Shire Services

Past Management Team for 2013/2014
Acting General Manager – Leeanne Ryan
Interim General Manager – Brian Wilkinson
Manager Environmental Services – Leeanne Ryan
Acting Manager Corporate & Community Services – David Cuming
Acting Finance Manager – Paul Gavin



Councils Achievements in Implementing the Delivery Program

Delivery Program Performance Measures

The tables below show the Delivery Program measures that have been identified to assess the Council's performance in implementation of the Delivery Plan and Community Strategic Plan.

Outcome	Strategy	Performance Indicator
1.1 Closer cooperation and cohesion between community groups	1.1.1 Relevant and quality health and family support services for all members of our community	<ul style="list-style-type: none"> Implement annual community satisfaction survey
1.2 Improved community services and facilities	1.2.1 Health, improved aged care and disability services in collaboration with service providers	<ul style="list-style-type: none"> Continuous improvement program (as part of the operational plan-service level agreements)
1.3 Enhanced community spirit, cultural and arts awareness and pride	1.3.1 Culture and Art: Development of creative industries, culture and art	<ul style="list-style-type: none"> Maintain active membership with regional and state art organisations.
1.4 Improved opportunities for our communities	1.4.1 Youth, Sport and Recreation Options for the whole community	<ul style="list-style-type: none"> Complete Sport and Recreation options investigation and communicate to the community.
	1.4.2 Community housing	<ul style="list-style-type: none"> Maintain communication with community housing providers, Aboriginal Land Councils and Aboriginal Housing Office.
1.5 Enhanced public order and safety	1.5.1 Public safety	<ul style="list-style-type: none"> Alcohol Free Zones meet legislative requirements as per LGA



Outcome	Strategy	Performance Indicator
2.1 Expansion of industries and growth in businesses	2.1.1 Sustainable economic development of Shire towns	<ul style="list-style-type: none"> • Board memberships maintained
	2.1.2 Improved industry and business attraction, retention and growth	<ul style="list-style-type: none"> • Strategies prepared and presented to Council
2.2 Employment growth	2.2.1 Succession Planning - employment strategy	<ul style="list-style-type: none"> • Maintain relationships with job networks, Develop traineeship opportunities.
	2.2.2 Opportunities for the highest level of education and training for all members of the community	<ul style="list-style-type: none"> • Increased number of locally offered traineeships and educational programs.
2.3 Improved infrastructure across the Shire	2.3.1 Enhance Tourism Assets	<ul style="list-style-type: none"> • Increased dissemination streams of tourist information



Outcome	Strategy	Performance Indicator
3.1 Collaborative approach to environmental management and protection	3.1.1 Environmental education	<ul style="list-style-type: none"> State of the Environment report prepared
	3.1.2 Tree Planting	<ul style="list-style-type: none"> Free trees distributed as part of National Tree Day to Local residents
	3.1.3 Waste management	<ul style="list-style-type: none"> Community satisfaction survey
	3.1.4 Weed management	<ul style="list-style-type: none"> Weed infestations and target areas mapped, inspect treated plants and documents
3.2 Improved town entrances and streetscapes	3.2.1 Visually attractive and functional town entrances and streetscapes	<ul style="list-style-type: none"> Review Central Darling Shire Council's Local Heritage Strategy
	3.2.2 initiate streetscape projects in collaboration with business and the community to upgrade shopfronts linked to our built heritage	<ul style="list-style-type: none"> Stages of restoration reported to Council
3.3 Safe and reliable water supplies and road networks for Shire communities	3.3.1 Stormwater is managed throughout each community	<ul style="list-style-type: none"> Stormwater Management Plan to be reviewed tri-annually
	3.3.2 Safe and reliable water supply for Shire communities	<ul style="list-style-type: none"> Develop integrated water management plan for each community
	3.3.3 Water testing and treatment	<ul style="list-style-type: none"> Quality Water Testing meets the NSW Health Standards
	3.3.4 Water supply management	<ul style="list-style-type: none"> All relevant water plans are reviewed
	3.3.5 Safe and reliable network of roads throughout the Shire	<ul style="list-style-type: none"> All roads throughout the shire meet RMS requirements
	3.3.6 Traffic management	<ul style="list-style-type: none"> Four traffic management meeting conducted per annum to review



		traffic issues
3.4 Improved infrastructure across the Shire	3.4.1 Maintain airports	<ul style="list-style-type: none"> Maintenance programs completed in accordance with CASA standards
	3.4.2 Council and community assets are maintained and managed responsibly	<ul style="list-style-type: none"> Asset maintenance program developed and operational (see Asset Maintenance Program)
	3.4.3 Ensure that public toilet facilities are maintained to a standard acceptable to the wider community and visitors	<ul style="list-style-type: none"> Prompt response to complaints about cleanliness
	3.4.4 Maintain cemeteries	<ul style="list-style-type: none"> Support current committee structure
	3.4.5 Playgrounds are provided and maintained to meet community needs	<ul style="list-style-type: none"> Secure funding for upgrades to playgrounds
3.5 Well planned towns in accordance with LEP and sound planning principles	3.5.1 Provide appropriate town planning policies and services	<ul style="list-style-type: none"> Develop applications, inspections and certifications undertaken within legislative timeframes

Outcome	Strategy	Performance Indicator
4.1 Effective communication and consultation with Shire communities	4.1.1 Effective communication and consultation with our community	<ul style="list-style-type: none"> Attend meetings as required
4.2 Efficient and effective services	4.2.1 Effective community service provision in the Shire through a strategic and collaborative approach	<ul style="list-style-type: none"> Information uploaded to CDSC website and is regularly updated
	4.2.2 A professional and cohesive organisational climate	<ul style="list-style-type: none"> Two training sessions per annum be provided
4.3 Skilled and informed councillors and staff	4.3.1 Leadership and community involvement	<ul style="list-style-type: none"> Customer Surveys
4.4 Engaged leaders and volunteers in each community	4.4.1 Education	<ul style="list-style-type: none"> Attend a minimum of four meetings per annum

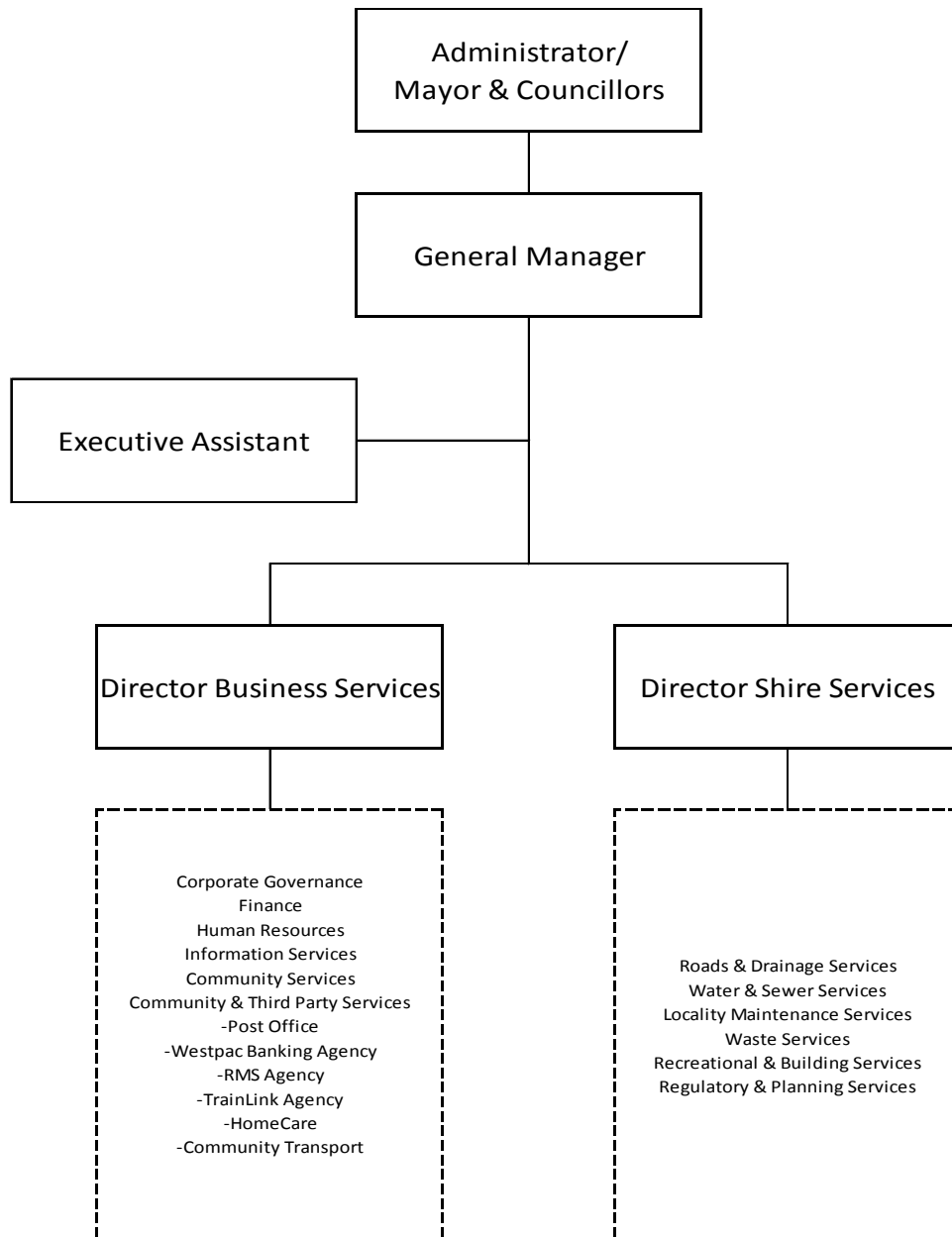
Human Resources

As part of Council's requirements under the Integrated Planning and Reporting Framework, Council has prepared a Workforce Management Plan in order to develop the staffing and human resourcing needs to ensure effective and efficient delivery of services.



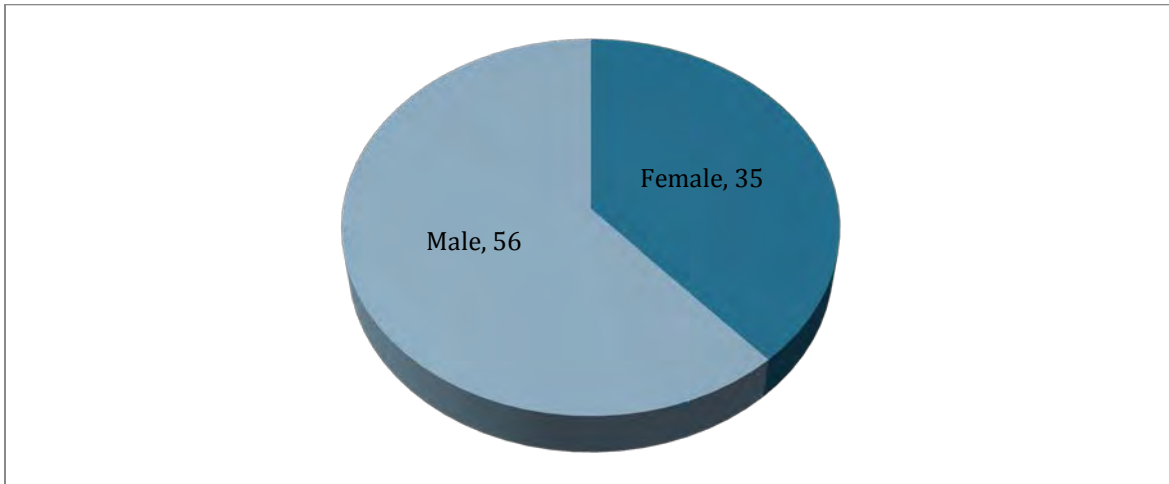
Currently the recruitment and selection process is managed by the General Manager. Formal staff training exercise relating to Work Health & Safety was undertaken by key staff this financial year. Individual staff members undertook various training courses specific to their needs as required.

Organisational Structure

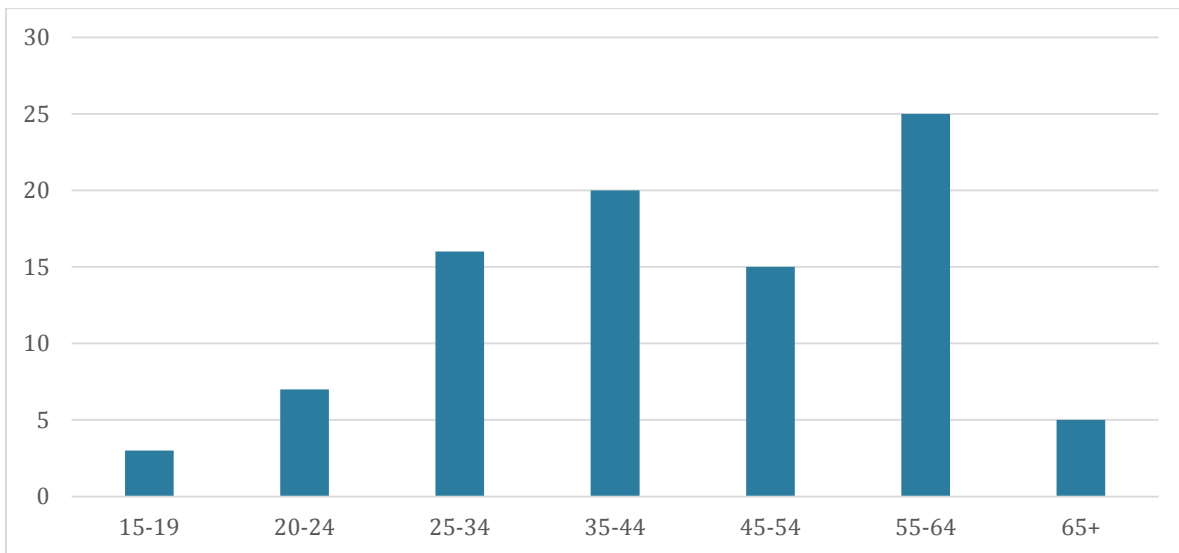




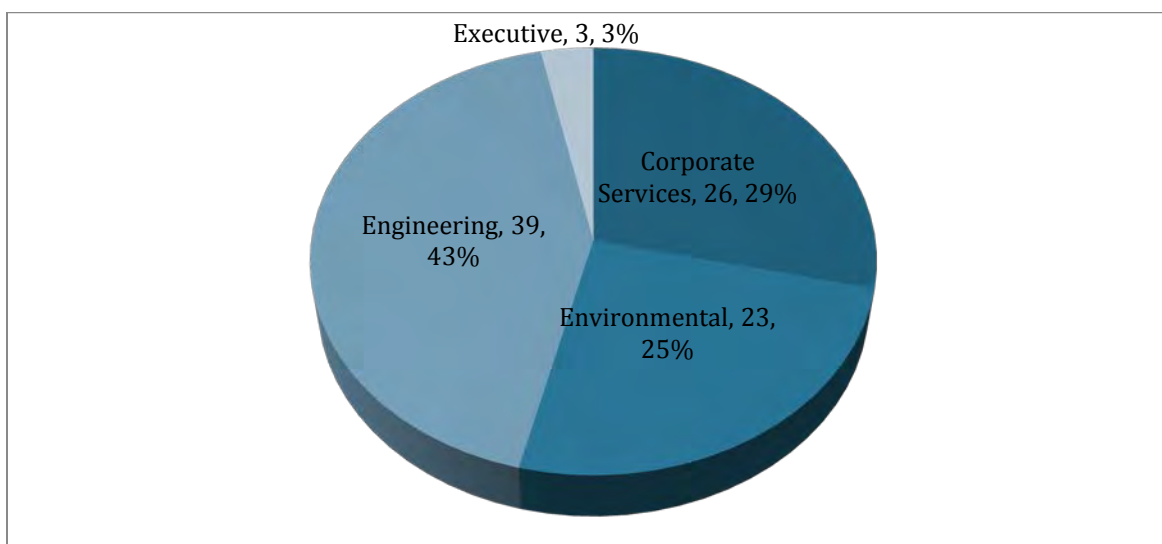
Gender Balance for 2013/2014



Age of Workforce 2013/2014



Breakdown of employees by department 2013/2014



Training and Professional Development

Council values its existing staff and offers training for the professional development of employees. During the reporting period Council staff also attended a number of training courses as listed:

Training & Professional Development	
Rangers Conference	Surf Lifesaving Bronze Medallion Training
Water Treatment Operation	Dangerous Goods
Yellow, Blue and Red Traffic Control Planning	Small Plant maintenance
Chemical Dosing Systems Training	Gas Chlorine
Asset Edge (Reflect)	Ongoing Toolbox Talks
ChemCert Training	CivilCAD
Chainsaw	Senior First Aid

Equal Employment Opportunity

Council's EEO Management Plan covers all aspects required under legislation. This includes plans for redeployment, retraining, retrenchment and redundancy. Council has ensured that the EEO Management Plan has been adhered to; however, no specific activities have been undertaken in relation to this plan.

Corporate Governance	
Performance Requirement	Assessment
Ensure pecuniary interest returns are completed	Completed and presented to Council
Complete and present Annual Financial Report	Completed and presented to OLG
Complete and present Annual Management Plan	Completed and adopted by Council
Complete and present Annual Report	Completed and presented to OLG



Legal Proceedings	
30 June 2014	Summary of Legal Proceedings
Total Expenditure	\$17,661

Mayoral & Councillors Fees	
Fee	Amount
Mayoral	\$19,349
Councillors	\$62,571
Interim Administrator	\$53,654

No Councillors, Council Staff or any other persons representing Council partook in any overseas visits.

Councillors Facilities & Expenses		
(i)	Provision of dedicated office equipment allocated to councillors	\$445
(ii)	Attendance of Councillors at conferences & seminars	Nil
(iii)	Training of Councillors & provision of Skill development	\$3,812
(iv)	Interstate visits by Councillors	Nil
(v)	Expenses of any spouse or partner	Nil

A copy of Council's S252 policy, Provision of Facilities for use by Councillors and the Payment of Councillors' Expenses can be seen at Appendix A.

Remuneration of the General Manager

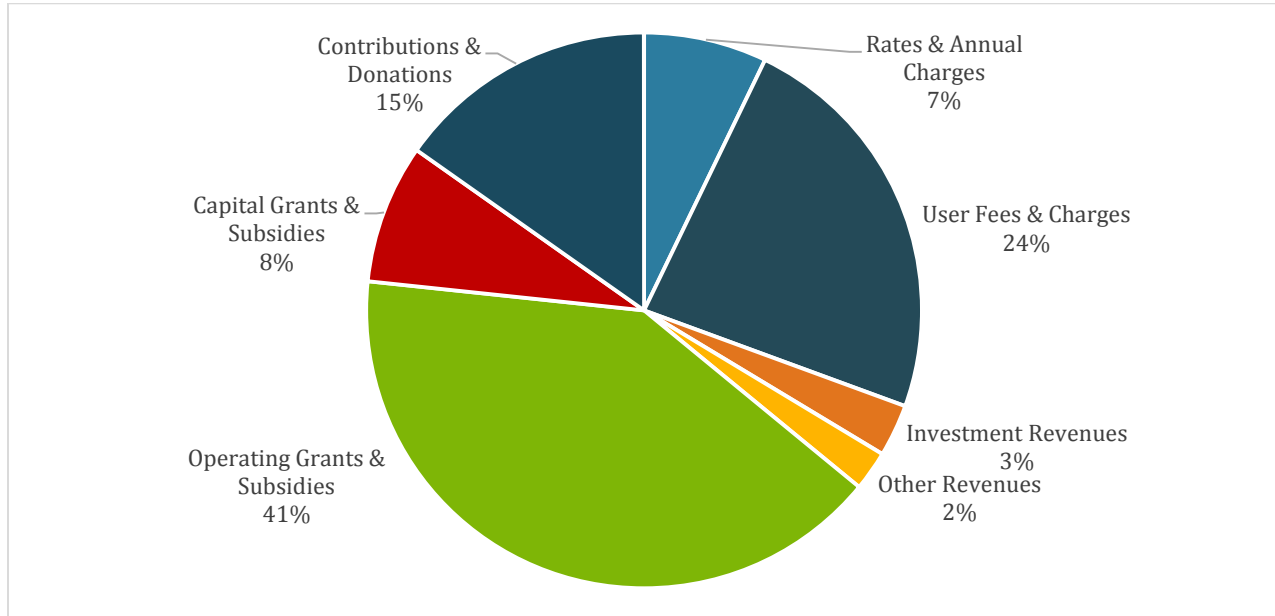
Remuneration of the Acting and Interim General Managers	
Interim General Manager	\$74,196
Provision of Housing and Vehicle for the Interim General Manager	\$15,000
Acting General Manager	\$93,475
Provision of Housing, Superannuation and Vehicle for the Acting General Manager	\$22,046



Business Services

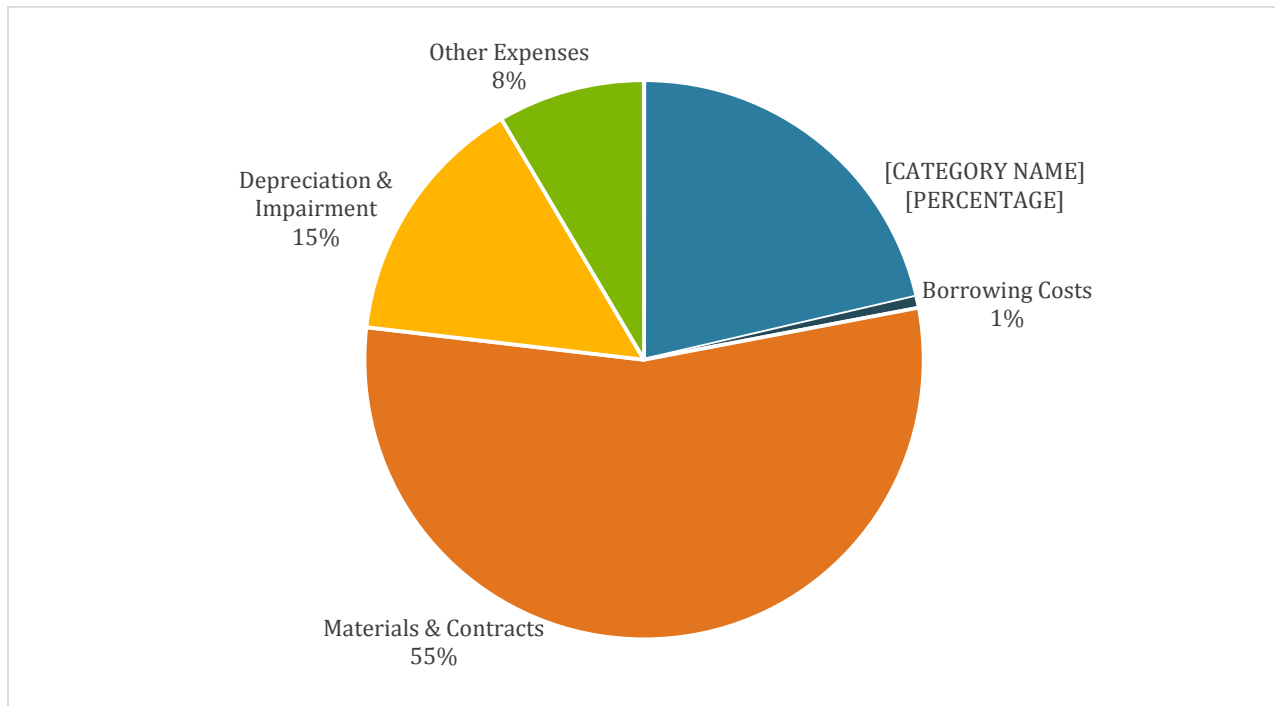
Income by Category

\$18,557,000



Expenses by Category

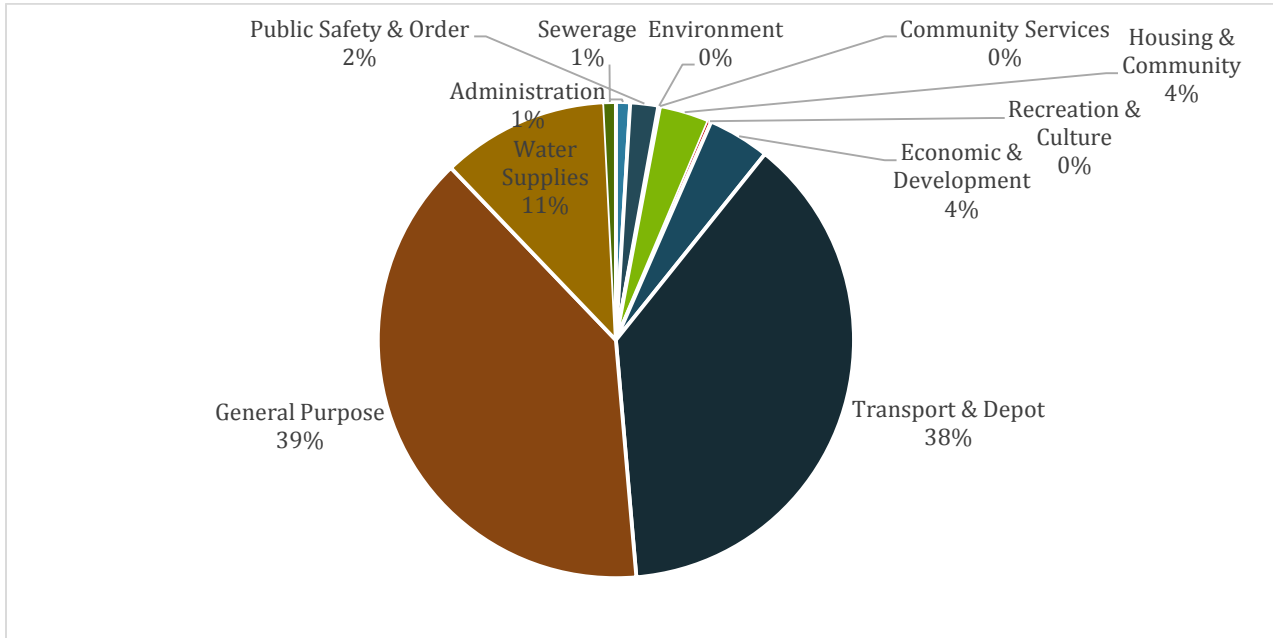
\$19,311,000





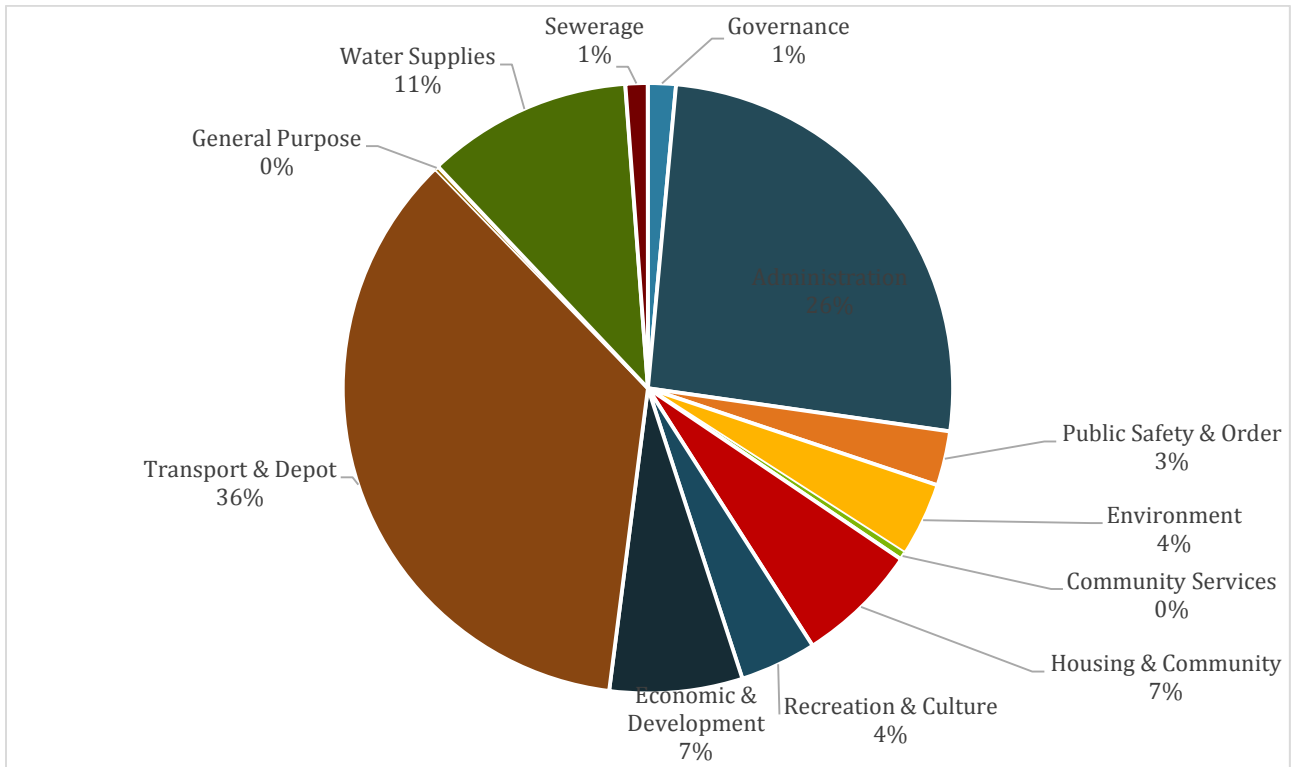
Income by Function

\$12,369,000



Expenses by Function

\$12,305,000





Business Services

Corporate Services	
Performance Requirement	Assessment
Complete Grants Commission return	Completed
Complete FBT Returns	Completed
Complete all GST Returns	Completed
Complete Pensioner Concession Claims	Completed
Submit salary details for workers compensation	Completed
Submit details for annual insurance assessment	Completed and submitted to Jardine Lloyd Thompson
Maintain solid relations with local media	Press releases, public notices, information and newsletters distributed as and when required to all local media authorised by Mayor or Acting General Manager
Meeting of targets within Management Plan	All targets met as required
Levy Rates	Rates levied quarterly
Levy water accounts	Water accounts levied quarterly
Levy sundry debtor accounts	Accounts levied monthly

Copy of Council's Audited Financial Reports

See Appendix B: Audited Financial Statements 2013/2014

Rates & Charges written off during the 2013/2014 period

Rates & Charges written off during the 2013/2014 period	
Interest	\$52,532
Amalgamations	\$105
Property or Licence cancellations	\$16,656
Levied in error	\$1,840
Hardship	\$2,194
Total	\$73,328

Note: Four amounts included in these figures, totalling \$25,837.21 were written-off by Council Resolution.



Central Darling Shire Council Awarded Contracts 2013/2014

- Wilcannia Water and Sewer Civil Works Project awarded to PFC Construction total value \$2,806,002.75 (GST Exclusive)
- Sealing Contract awarded to Downer EDI from March 2014 to December 2015 total value \$7,908,578.92 (GST Exclusive)

PIIP Act S33 Privacy & Personal Information Protection Act 1998

In accordance with Section 33 of the Privacy and Personal Information & Protection Act 1998, Council must include in its annual report a statement of the action taken in complying with the requirements of the Act.

Council has adopted the Model Privacy Management Plan and its Public Officer is available for contact on privacy matters. Council will review the Plan as more experience is gained from its implementation.

Government Information (Public Access) 2009 (GIPA) Act

Council received no applications under the Government Information (Public Access) 2009 (GIPA) Act. There was no contravention by Council of an information protection principle or of a privacy code of practice, or disclosure of personal information kept in a public register under Part 5 Section 33. There were no Freedom of Information activities outstanding from the 2013/2014 financial year.

Details of programs to promote services and access for people with diverse cultural and linguistic backgrounds consistent with principles of multiculturalism.

At the 2011 Census, Central Darling Shire's population totalled 2,108 with 38% of the population being from Aboriginal or Torres Strait Islander heritage. This is a significant number compared to the 6.8% of residents who are from a non-English speaking background. Due to this low number it is neither practical nor economically viable for Council to place a strong emphasis on the non-English speaking community.

Throughout the Council towns there are a number of State and Federal Government funded services who provide for the Indigenous population and Council has over the 2013/2014 reporting year has received funding to auspice the services of the Community Buses, Meals on Wheels and Home Care.



Requirement	Assessment
Statement of external bodies that exercised functions delegated by Council	Council has 12 s355 Committees that exercise functions of Council
Statement of all companies in which Council held a controlling interest	Nil
Statement of partnerships, co-operatives and other joint ventures	Council has a number of partnerships with varying groups: <ul style="list-style-type: none"> • Ryde City Council • NetWaste • Regional Development Australia • Western Shires of NSW • Westpac • Roads and Maritime Services • TrainLink • Australia Post
Details of activities to develop and promote services and programs that provide for the needs of children	Whilst Council support all local Schools and Youth Groups, the Council's Social Plan expired in 2009. The needs of activities and services for the youth of the Shire will be identified as part of the Community Strategic Planning Process.
Report on the Council's performance in relation to access and equity activities to meet residents' needs outlined in Council's Management Plan	Principal Activity achievements listed throughout report.

Special Variation Expenditure

Council has no special variation.



Financial Assistant Grants

Organisation Name/Details		Description/Purpose of Grant	Amount
Wilcannia Committee Inc.	News	Purchase 20 cartons of A3 paper. This is approximately 6 months of supply.	\$500
Kilfera Field Day		The "Kilfera" Field Day is an Annual event and funds that will be kindly given will be spent on marques, seating and catering facilities.	\$1000
Ivanhoe Golf Club		The funds will be spent repairing the septic system and cisterns in the amenities block at the golf club.	\$750
Menindee CWA Branch		To purchase a Bain Marie for catering purposes.	\$300
Barbara Francis Ministries		To tutor 2-3 young adults in piano/keyboard/music theory. To purchase music and resources to establish a choir/singing group.	\$500
Gone Bush		To establish a library in Ivanhoe at the craft shop.	\$750
Menindee Centre	Children's	The funds would be used to purchase new resources for the children dramatic play area.	\$1000
Ivanhoe Needlework Group	Quilters &	To purchase quilt display boards, chairs, cutting table, quilt patterns and the hire of a specialized instructor for a quilting & needlework workshop.	\$750
White Cliffs Public School		The funding would be used to cover the cost of travel & accommodation costs of their major school excursion.	\$1000
Wilcannia River Radio		Travel, accommodation & incidentals for a person to travel to Sydney to gain further training to improve their radio announcing skills.	\$500
Menindee Cenotaph	Friends of	Erection of a new colour bond fence on the Eastern side of the Cenotaph. This will replace the old fence which is in a state of disrepair.	\$1000
Menindee Shed		An air filter for getting dust out of the shed & five sheets of water proofing plywood for making two sailing yachts for the community.	\$500
White Cliffs Sporting Club for the White Cliffs Music Festival		To assist with the general running costs of the White Cliffs Music Festival including such activities as the hiring of sound & light equipment & appropriate technicians for the concert, workshop and Poets breakfast. Advertising & promotional materials to encourage both residents & visitor attendance and for public liability insurance.	\$1000
Menindee Charities Inc.		The ceiling, back door, roof & walls are in urgent need of repairs. The ceiling panels have fallen down and to repair the massive crack in the external brick walls.	\$1000
Ivanhoe Association Inc.	Campdraft	Sponsorship towards the purchase of ribbons & cattle cartage.	\$1000



Menindee Quilters	Help towards the cost of the quilting workshop.	\$750
Fantastic Wedgies, NSW State health Challenge	The funds will be put towards paying for the use of either the CWA Hall or the Civic Hall for a fitness group class.	In kind donation for the use of the Civic Hall.
TOTAL		\$12,300



Shire Services

Drinking Water Quality Testing

Health	
Performance Requirement	Assessment
Undertake water samples (microbiology) for potable water supplies	Samples taken weekly/fortnightly
Undertake water samples (microbiology) for swimming pools	Taken monthly during swimming season
Undertake routine chlorine residual readings	Weekly
Undertake blue-green algae sampling along river	As required

Sampling of drinking water quality is carried out within the towns of Wilcannia, Ivanhoe and White Cliffs. The frequency of sampling is different in each town however the sample parameters are the same, with most samples tested for microbiology and chemistry. The below tables demonstrate the sampling pattern, the number of samples collected and the number of non-compliant results identified.

Town	Frequency	No of Sites Sampled	Samples Collected
Wilcannia	Weekly	12	- Microbiology - Chemistry – biannually
Ivanhoe	Fortnightly	11	- Microbiology - Chemistry – biannually
White Cliffs	Fortnightly	7	- Microbiology - Chemistry – biannually
Wilcannia Aboriginal Water and Sewage Program including Mallee and Warrali precincts	Monthly	2	- Microbiology- Ongoing - Chemistry -Finished - Disinfection-by-products- Finished - Pesticide-Finished



No of Samples Collected	Microbiology	Chemistry
Wilcannia	62	2
Ivanhoe	17	1
White Cliffs	19	2
<u>No of Non-Compliant Results</u>	<u>Microbiology</u>	<u>Chemistry</u>
Wilcannia	2	0
Ivanhoe	0	0
White Cliffs	1 Repeat test.	0

Food Inspections

Health	
Performance Requirement	Assessment
To provide level of services as per Category B	Ongoing task
To implement food premises inspections to Category B level	Completed in 4 th Quarter
To investigate complaints to Category B level	Ongoing task

Central Darling Shire Council is classified as Category B under the Food Regulation Partnership as per agreements with NSW Food Authority. Under this arrangement food premises are inspected annually.

The following table demonstrates Council food premises activities over the past 12 months. During the reporting period one business required a second inspection and was found to be satisfactory. On re-inspection it complied with the Food Act 2003 and Food Regulation 2010.

No of inspections undertaken	No of food outlets	No of non-compliance	No of food business requiring re-inspection
21	21	1	1



Public Order & Safety

Companion Animals

Health	
Performance Requirement	Assessment
To implement companion animal control measures	Ongoing task
To encourage registrations and micro chipping	Ongoing task
To assist with de-sexing clinics and education programs as required	RSPCA de-sexing clinic

Animal Control in Central Darling is an ongoing issue. Constant monitoring and control measures are needed to deal with roaming and straying animals including both dogs and cats. Council partnered with RSPCA, NSW Health and Remote Service Delivery providers to undertake a Dog Health & Desexing Program. This program provided a free service to community members located in Wilcannia to treat companion animals in the form of worming, flea treatments and desexing. During the program held in April 2013, 60 -70 dogs and cats were treated and desexed. This was an excellent achievement and greatly assists Council to control companion animals through less puppies being born and left to roam around the township.

Other activities Council has undertaken to assist animal control within the Shire include provision of dog and cat traps to local residents (on a loan basis) to capture roaming animals, assist residents to surrender animals and rehome/remove as required, tend to injured animals and seek veterinary care as required through RSPCA in Broken Hill. Information items have been provided to educate local residents on animal control matters per the local newspaper and on rates notices.

Council has lodged relevant returns to the Department of Local Government as required being pound data collection returns and dog attack data. The amount of funding spent relating to companion animal management and activities was \$84,139. At this stage it has not be deemed necessary to allocate specific off leash areas within any Shire towns.



Animal Control Statistics for 2013/2014

Month	Seized & Impounded	Returned to owner	Surrendered	Dumped	Euthanised	Stolen	Re-homed	In Pound at end of month
July 2013	8	0	2	0	2	2	6	0
Aug 2013	10	0	0	0	7	1	2	0
Sept 2013	7	2	7	0	2	0	10	0
Oct 2013	7	1	0	0	3	0	3	0
Nov 2013	13	0	1	0	7	0	7	0
Dec 2013	10	0	0	0	5	0	5	0
Jan 2014	12	2	4	0	9	0	5	0
Feb 2014	14	0	7	0	7	0	14	0
Mar 2014	10	2	3	0	3	0	8	0
April 2014	9	0	3	0	3	0	8	0
May 2014	12	4	0	0	4	0	2	0
June 2014	10	0	0	0	2	0	0	0
Total	122	11	27	0	54	3	70	0



Bushfire Hazard Reduction

Hazard Reduction Programs

The Central Darling Bush Fire Management Committee has a significant role to play in the development of hazard reduction activities and funding priorities and holds regular meetings to discuss any issues or concerns.

Hazard reduction work carried out in the Central Darling Shire over the past year included mechanical works, such as grading and slashing, as well as a number of prescribed burns. The priority for works will be around villages and towns.

Hazard Reduction Works

NSW Rural Fire Service – Far West Team (Incorporating Central Darling District)

- Asset protection zones maintained around all townships and villages, including Wilcannia, Ivanhoe, Tilpa, White Cliffs, Menindee, as well as small communities such as Sunset Strip and Copi Hollow.
- Asset protection zones implemented around the 2 Wilcannia discrete Aboriginal communities.
- Fire trail maintenance works within the Mallee Bush Fire Prevention Scheme area and other registered fire trails.

A total of \$211,550 of external hazard reduction funds were sought and allocated through the Government funding process, with an additional \$50,000 allocated through the local government bid process.

Central Darling Shire Council

- Roadside slashing.
- Maintained asset protection zone around Central Darling Waste depots.

National Parks

- Reserve fire trail maintenance.
- Strip burning along strategic fire trails.

Fire Safety Awareness

Community awareness activities are carried out as part of the NSW Rural Fire Service community education program; this is updated annually with community events, media activities and other activities carried out in accordance with Service protocols. Some examples include:

- Display at the Kilfera Field Day with information available.
- School & Community groups visits
- Brigade open day activities.



Properties & Community Amenities

Properties

Environmental	
Performance Requirement	Assessment
Issue temporary licences for Crown Land as required	2 temporary licences issued in reporting period
Submit financial statements for Crown Land as required	Financial statements submitted
Support National Tree Day through tree allocations to local communities	Tree Day held in all Shire communities
Maintain all public parks, sporting facilities and public toilets to an acceptable community standard	All amenities maintained as per budgetary allocations
Manage Local Heritage Funding Program pending funding support from NSW Heritage Office	Continuing program with 5 projects funded in reporting period

Crown Land – Council is Trust Manager of a large portfolio of Crown Land within the Central Darling LGA. This land has been gazetted for many differing purposes of use. At this stage, Council is responsible for 52 Crown land parcels scattered across all towns, villages and localities.

Crown Land Properties Managed by Council in 2012/13 – facility and purpose of use

<u>Reserve/Facility</u>	<u>Reserve Number</u>	<u>Location</u>	<u>Purpose of use</u>
Bourke & Wills Park	28962	Menindee	Oval, swimming pool
Burke Park	630012	Wilcannia	Showground
Crick Park	82520	Menindee	Public Recreation
Darnick Community Reserve	230084	Darnick	Community Purposes
Emmdale Emergency Reserve	1001363	Emmdale	Airstrip
Ivanhoe Aerodrome	85153	Ivanhoe	Aviation
Ivanhoe Bushfire Brigade	83244	Ivanhoe	Bushfire Brigade
Ivanhoe Recreation Grounds	83596	Ivanhoe	Recreation
Ivanhoe Regeneration Reserve	85989	Ivanhoe	Regeneration
Ivanhoe Rubbish Depot	84487	Ivanhoe	Rubbish Depot
Ivanhoe Water Supply	78333	Ivanhoe	Water Supply
Lake Menindee Plantation Res.	86859	Sunset Strip	Plantation, tourism purposes
Menindee Aerodrome	230056	Menindee	Aviation
Menindee Common Reserve	64609	Menindee	Camping, access
Menindee Common Reserve	64899	Menindee	Addition – commonage
Menindee Common Reserve	71522	Menindee	Common
Menindee Fire Brigade	78117	Menindee	Fire Station
Menindee Racecourse	84041	Menindee	Racecourse



Menindee Regeneration Res.	88474	Menindee	Regeneration
Tilpa Reserve	1004528	Tilpa	Cemetery
Menindee Reserve	13524	Menindee	Works Depot
Wilcannia Reserve	19334	Wilcannia	Common
White Cliffs Reserve	24554	White Cliffs	Cemetery
Menindee Reserve	28978	Menindee	Cemetery
White Cliffs Reserve	38958	White Cliffs	Not Known
Ivanhoe Reserve	3966	Ivanhoe	Plantation & Cemetery
Ivanhoe Reserve	3967	Ivanhoe	Not Known
Menindee Reserve	87753	Menindee	Rubbish Depot
Ivanhoe Reserve	87826	Ivanhoe	Trucking & stock yards
Tilpa Reserve	88701	Tilpa	Public Recreation
White Cliffs Reserve	91119	White Cliffs	Rubbish Depot
Menindee Rubbish Depot	90833	Menindee	Rubbish Depot
White Cliffs Rubbish Depot	97755	White Cliffs	Rubbish Depot
Wilcannia Rubbish Depot	90899	Wilcannia	Rubbish Depot
Sturt Park Reserve	630016	Wilcannia	Recreation
Sunset Strip Bushfire Brigade	230091	Sunset Strip	Bushfire Brigade purposes
Sunset Strip Rubbish Depot	97736	Sunset Strip	Rubbish Depot
Tilpa Airport	96846	Tilpa	Aviation
Trida Public Hall	85640	Trida	Public Hall
Victory Park Caravan Park	1004988	Wilcannia	Recreation
White Cliffs Aerodrome	86808	White Cliffs	Aviation purposes
White Cliffs Gymkhana Res	30642	White Cliffs	Racecourse
White Cliffs Regeneration Res	89857	White Cliffs	Regeneration
White Cliffs Water Supply	97857	White Cliffs	Water Supply
Wilcannia Common Reserve	77322	Wilcannia	Commonage
Wilcannia Effluent Ponds	91299	Wilcannia	Sanitary Purpose
Wilcannia Golf Course	87463	Wilcannia	Golf Course
Wilcannia Public Recreation Res	85567	Wilcannia	Recreation
Wilcannia Regeneration Res	87409	Wilcannia	Regeneration
Wilcannia Septic Tank Pumpout	90900	Wilcannia	Sanitary Depot
Wilcannia Urban Services	230082	Wilcannia	Fire Brigade
William Murray Memorial Park		Menindee	Recreation

Public Buildings/Council Owned or Managed Facilities – Council owns many buildings across the Shire primarily related directly to its operations and staff accommodation. There are 211 buildings and structures in total. These buildings consist of houses, flats, work depots, administration buildings, Rural Transaction Centres, Community Halls, bushfire sheds and buildings, SES buildings, public toilets, sporting ovals, swimming pool amenities, roadside shelters, animal pounds, filtration plants and various other sheds.



Council Owned or Managed Facilities		
Facility Type	Number of Buildings	Locations
Staff Houses and flats	15	Wilcannia
Community Housing	6	Menindee
Community Halls	7	Darnick, Wilcannia, Ivanhoe, Menindee, White Cliffs, Sunset Strip, Tilpa
ATCO's	3	Wilcannia, Menindee, Ivanhoe
SES Sheds	4	Wilcannia, Menindee, Ivanhoe, White Cliffs
Bushfire Brigade	6	Wilcannia, Ivanhoe, Menindee, White Cliffs, Sunset Strip, Tilpa
Rural Transaction Centres	1	Menindee
Multiservice Outlets	1	Ivanhoe
Administration Buildings	1	Wilcannia (Council Chambers – heritage listed)
Customer Service Centre	1	Wilcannia
Works Depots	4	Menindee, Wilcannia, Ivanhoe and White Cliffs
Women's & Children Safehouse	1	Wilcannia
Athenaeum	1	Wilcannia
Old Heritage Buildings/Sites	2	Wilcannia (Post Office, Knox & Downs)
Caravan Parks	2	Wilcannia and White Cliffs
Public Toilets	6	Wilcannia, Menindee, Ivanhoe
Ovals, sports grounds	4	Wilcannia, Menindee, Ivanhoe, Tilpa
Swimming Pools	4	Wilcannia, Menindee, Ivanhoe and White Cliffs
Cemeteries	5	White Cliffs, Tilpa, Menindee, Ivanhoe & Wilcannia
Water Filtration Plants	3	Wilcannia, White Cliffs & Ivanhoe
Waste Depots	7	White Cliffs, Tilpa, Ivanhoe, Wilcannia, Menindee, Sunset Strip & Copi Hollow

The above list is not exhaustive and does not include smaller buildings attached or associated with these main facilities. Three of the above listed items notably the Old Wilcannia Post Office, the Wilcannia Council Chambers and the Knox & Downs building are heritage listed sites within Wilcannia.

The Old Wilcannia Post Office building has had some renovations undertaken to the exterior of the building and inside the main front room, however still requires extensive works to the residential section and to the yard. Funding to continue the works is required and to date Council has not been successful in obtaining additional funding. The building is currently being utilised for Post Office purposes as intended.



Caravan Parks

Victory Park Caravan Park, Wilcannia

Situated on the banks of the Darling River at Wilcannia is Victory Park Caravan Park, set amongst majestic gum trees. During the reporting period this caravan park was under lease agreement by Griffith Skills Training Centre - Summit Employment for 2013/14.

Opal Pioneers Caravan Park, White Cliffs



Situated in the opal mining town of White Cliffs is Central Darling Shire Council's Opal Pioneer Caravan Park. The park has had upgrades to its power system and a dump point has been installed due to the increase in tourism numbers. The park has modern amenities. Rainwater tanks have also been installed at various locations within the grounds. This park is managed by a S355 Committee of Council being the White Cliffs Community Association.

Heritage

Council is actively involved in preservation of heritage items and assisting owners of local heritage items to retain and conserve buildings and items of heritage significance on a regular basis. Council has a Heritage Strategy that includes the provision of a Heritage Advisory Service and a Local Heritage Fund. Council receives funding from the NSW Heritage Office for these programs.

During 2013/14, Council's Heritage Advisor visited the Shire and met with local residents on 4 occasions at no cost to the residents.

The Heritage Strategy continues to be a worthwhile program for delivery across the Shire and has been in progress since 2008.



Swimming Pools

Council owns, manages and operates 4 public swimming pool facilities across the Shire. These facilities are located in Wilcannia, Menindee, Ivanhoe and White Cliffs. Within each facility are a large pool and a small toddlers wading pool, apart from White Cliffs which only has one large pool operational. Council's public swimming pools are relatively aged, and require ongoing works to keep operational. White Cliffs has the newest pool being constructed in late 2012. Council employs Casual Pool Lifeguards each year to supervise its swimming pools. These employees are trained in First Aid, Bronze Medallion and Royal Lifeguard Licence. Extensive works have been undertaken to manage risks at our pools in the areas of signage and supervisory activities.

Council is mindful of the extensive summer heat, and has installed large shade sails over its pools in all locations. The amenities are all in average condition including Ivanhoe which received extensive works to bring the facility up to basic standard.

The pools are open from mid- November to March/April each year. The hours of operation are limited to 3pm to 6pm on school days, and 3pm to 8pm on weekends and school holidays.

Tree Day

Council holds a tree day every year in conjunction with National Tree Day. Council has been participating in this event since 1993 and purchases trees (as seedlings) to give away to our ratepayers and community members. Trees are free on a first in basis, with two free trees being given to each resident that attends the distribution point in each town/locality. This program is held in Wilcannia, White Cliffs, Menindee, Ivanhoe, Sunset Strip and Tilpa. Schools from all towns also participate and are given free trees to plant on School Tree Day, generally held at the same time as National Tree Day.



Local residents receiving their free trees at National Tree Day held in Wilcannia from Environmental Health Officer, Fran Scott



Town Planning

Development Applications

Council receives a number of Development Applications (DAs) each year for a wide range of development varying from residential to commercial work. Council receives in the vicinity of 20-30 DAs per year, in the 2013/2014 reporting period Council has received 23 DAs. The table below provides a breakdown on the types of DAs received, and the total value of these three main categories of development. Development in the Central Darling LGA is mainly in the townships of Wilcannia and Menindee; however development in the other towns and in rural settings has occurred as well. Most DAs lodged with Council are for smaller residential developments, however at least a couple of times a year Council receive applications for larger developments. Council supports Complying Development Certificates when possible. Over the reporting period 0 Complying Development Certificate applications were lodged with Council for development in Wilcannia. As part of the DA process Council has also issued 17 Construction Certificates and 10 Occupation Certificates.

DA Categories and Values for 2012/13 reporting period

Development Category	Number of DAs related to this Category	Total Value of Category
Residential	9	\$196,467
Commercial	10	\$834,070
Rural	1	\$90,000
Signs	3	\$4,930
Total	23	\$1,125,467

Information about planning agreements

Central Darling Shire Council has not entered into any planning agreements for the reporting period.

Section 67 – Work carried out on Private Land

Central Darling Shire council has had no Section 67 works completed for the reporting period.



Environment

Climate Change

Over recent years increased focus is being placed on climate change and what this means for the local environment and local communities. To date, Council has had minimal input into climate change and the possible effects on the local area and the operations of Council, due to lack of funding & resources.



Domestic Waste Management

Waste Management

S428(2)(b) Asset Management

Performance Requirement	Assessment
Continue to improve Menindee & Wilcannia Waste Depots	Ongoing
Implement improvements to Ivanhoe Waste Depot	Completed
Source contracts through NetWaste for sale of recyclables	Contracts continually being sourced.

Council manages and operates 7 waste depots across the Shire. Each waste depot consists of a landfill, with Wilcannia, Menindee and Ivanhoe also having broader recycling streams. Council's waste depots are located in Wilcannia, Menindee, Ivanhoe, Sunset Strip, White Cliffs and Tilpa. Due to numerous complaints regarding illegal burning over past years, Council introduced restricted access to its waste depots in Menindee, Wilcannia & Ivanhoe. This means these waste depots are manned by a Waste Operator during opening hours and open 4 days a week on Thursday, Friday, Saturday & Sunday for 3 hours per day with an extra 2 hours on Saturday afternoons. The larger recycling streams provide for separation of large wastes, such as scrap metal, tyres, green waste, timber products, and concrete products. It is often difficult to keep these lines defined, as many dumpers do not segregate their wastes, and often the wrong materials end up in the wrong areas. This is an ongoing challenge for Council.

Future recycling opportunities are very difficult to secure due to distance and freight costs. The option to further refine recycling lines into glass, plastic, cans and other streams is not currently viable and Council does not have available funds to introduce these changes.

Council provides kerbside collection services to the towns of Wilcannia, Menindee and Ivanhoe. Collection is via 240L wheelie bins and garbage trucks and is provided to 795 residential and commercial properties.



Community Services

Community Services	
Performance Required	Assessment
Ensure the Ivanhoe Multi Service Outlet is operating to funding guidelines	Ongoing
Ensure the Menindee Transaction Centre is maintained to community expectations	Ongoing
Continue to support the Community Working Parties of the Shire in achieving their action plans	Ongoing
Assist community groups to stage regular and ongoing events	Assistance given on an as need basis

Australia Day in Menindee

Menindee was the host town for the Australia Day Ambassador program where the community welcomed the CEO of Keep Australia Beautiful (KAB) – Peter McKean at the Awards Ceremony. Peter spoke on his work with KAB and how important it is look after our communities. Peter (pictured 2nd from right) presented the Menindee Development Committee (Colleen King) with the Event of the Year Award for organising the Menindee Fishing Challenge and Carol Eglinton (via Josie Nolan) with the Citizen of the Year Award. Peter also unveiled the 150 year anniversary key ably handcrafted by Peter Reid.





Australia Day in Ivanhoe

The MSO were involved in forwarding on Applications for the Australia Day Awards and were involved in the presentation which was held at the Ivanhoe RSL Club, awards being presented by Central Darling Shire Council.

- The OAM Award was presented to Fay Linnett
- The Citizen of the year was combined and presented to Laurel Britt / Jim Bullock
- The Young Citizen of the year was presented to Chloe Howard
- The Community Event was presented to Council employee Tammie McMaster on behalf of the "Bushride Committee"



Ivanhoe Multi Service outlet

Throughout the last financial year the Ivanhoe MSO has continued to provide support to our MSO/HACC Clients and the wider Ivanhoe community by providing Community Transport (local and distance), Social Support, Meals on Wheels, and Yard Maintenance Services along with the general day to day CDSC enquiries at the Office.

The MSO Office is a friendly place where our MSO Clients and Ivanhoe residents or travellers can get information on various subjects ranging from community services, local road conditions to native flora and fauna, maps and local history brochures. All CDSC Public Notices are displayed and general CDSC information is available. There is also a small lending library of magazines, novels, CD's, DVD's and videos for everyone.

We have been approved to have the Centrelink Access Point for this area operating in the MS Office which provides direct online Centrelink Services and telephone services to Centrelink. Our staff are on hand to help and of our customers who may find it difficult to speak over the phone or have lengthy forms to fill in.

Medical/Social Trips

Our CDSC MSO Community Bus is an essential service and a popular trip away for clients as well as other community members for shopping, medical appointments, and social outings to Griffith and Hay. Local shopping trips are available each day of the week with the most popular days being Tuesday's and Thursday's. Community Transport for NSW and ADHC (HACC) NSW fund all these services for remote and isolated Communities and CDSC auspice this funding.

MSO Volunteers

Keith Anderson, Lili Kitone and Peter Robertson has taken on this Volunteer Bus Driver position who has proved to be a part of the MSO team.

Barbara Clayton and Lili Kitone were the MSO volunteers for the Meals on Wheels



Meals on Wheels – Ivanhoe

Meals on Wheels is available from the Correctional Services kitchen Monday to Fridays (even Christmas and Easter day and other public holidays). Meals are being delivered between 4pm and 5pm each day. This important service is funded by ADHAC (HACC) and auspiced by CDSC.

Seniors Broadband

Again, this year we have been able to supply two Seniors Broadband computers which are available for use by our clients and the Ivanhoe Community. Our volunteer tutors are Ashley Bourke, Tammie McMaster and Margie Barter.

Social Support

The MSO Office has offered homecare and social support to the elderly and other people that are in the need of help in this area.

Our MSO/HACC clients enjoy morning teas on a regular basis which gives them a chance to chat and catch up with friends. Ivanhoe MSO always celebrates Seniors Week with the MSO having a special morning tea for local seniors. At the end of the year we have a Christmas Luncheon which is always a lot of fun and a good way to celebrate together.

Menindee Rural Transaction Centre



The Rural Transaction Centre is a presence for the Central Darling Shire Council in Menindee as part of the Community and Economic Development sector of Council.

The majority of Council dealings can be dealt with at the Centre, but we are only a phone call away to Wilcannia if the need arises.

The Centre is always a hive of activity and we are eager to hear of new ideas and technology use for the Community.

Please feel free if you are in Menindee to call into the Centre to view the facilities.

- **Centrelink** - Agency for lodgement of forms, phone contact, and identification needs etc. 9.30am-12.30pm Monday — Friday
- **Room Hire** - available for meetings or appointments
- **Hall Hire** - Menindee Civic Hall for meetings, functions and courses
- **All secretarial needs** – Word processing, laminating, photocopying, shredding, printing
- **Community Library** – All of the books available have been donated by the community
- **Community Access Bus** - Monday to Friday Priority Health Patients booked by Health Service with free travel. \$7.50 single trip to Broken Hill \$15 return trip to Menindee

Waste to Art

Council participated again in the SimsMetal – NetWaste Waste to Art Program forwarding 7 entries to be on show at the Dubbo Regional Art Exhibition. The pre-schoolers (and staff) of the Menindee Children’s Centre love to delve in a ‘box of rubbish’ to make an artwork for the local exhibition and over the years have won a few prizes. The children also feel very proud to see their finished artwork on show!





Menindee Community Bus Statistics

	Health	Paying (Per Leg)	Total Passengers
July 2013	124	211	335
August 2013	121	274	395
September 2013	111	203	213
October 2013	104	218	322
November 2013	119	231	350
December 2013	81	204	285
January 2014	85	114	199
February 2014	93	207	300
March 2014	89	198	287
April 2014	102	214	316
May 2014	89	274	363
June 2014	64	192	256
<u>Total for Year</u>	<u>1182</u>	<u>2540</u>	<u>3722</u>

Wilcannia Customer Service Centre

The Customer Service Centre in Wilcannia provides the community with access to services not available without travelling to Broken Hill or Cobar. The services they provide are TrainLink Ticketing, Westpac Banking Agency as well as Roads and Maritime Services.

Seniors Broadband

Again, this year we have been able to supply two Seniors Broadband computers which are available for use by Passing Tourists and the Wilcannia Community. Our tutors are Dale Wood, Jacob Philp and Krista Tatt.



Wilcannia Community Bus Statistics

	Health	Paying (Per Leg)	Total Passengers
July 2013	43	310	353
August 2013	36	179	215
September 2013	36	230	266
October 2013	33	233	266
November 2013	44	208	252
December 2013	24	160	184
January 2014	30	95	125
February 2014	42	143	185
March 2014	31	160	191
April 2014	39	146	185
May 2014	70	237	307
June 2014	46	166	212
<u>Total for Year</u>	<u>474</u>	<u>2267</u>	<u>2741</u>



Roads and Bridges

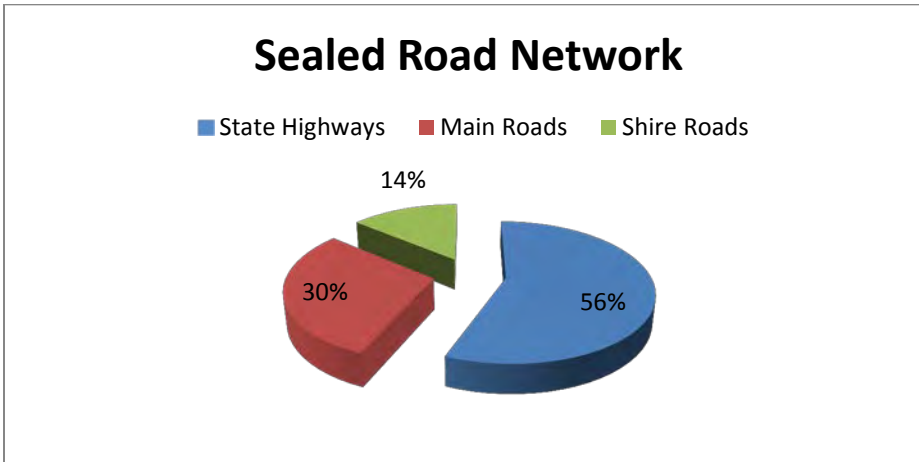
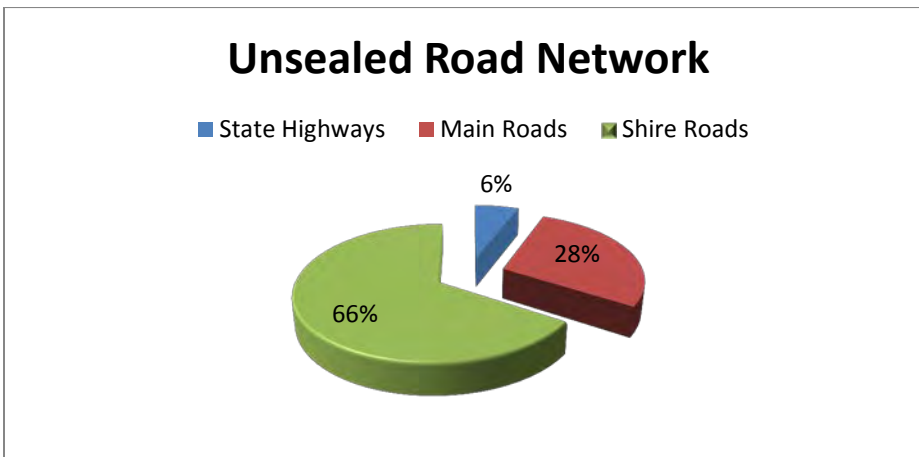
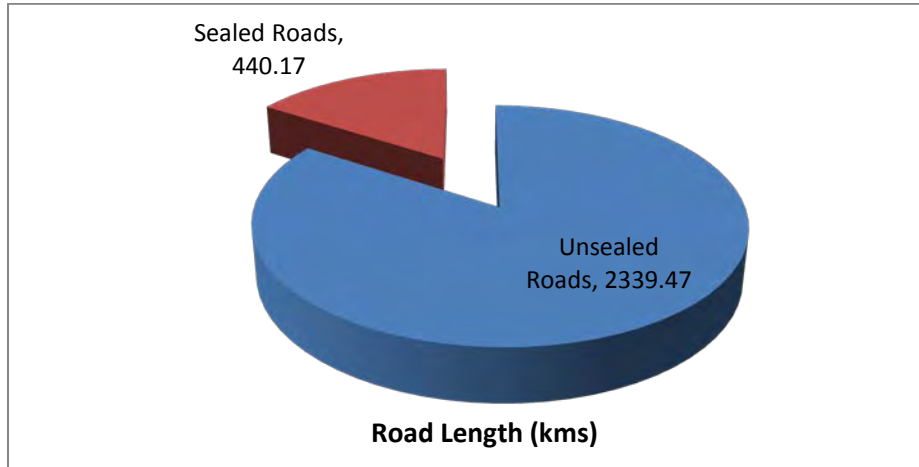
Natural Disaster Declaration

Significant early 2012 rainfall and subsequent catchment response culminated in the March 2012 Natural Disaster declaration. The damage that occurred to the road network totalled \$2.6 million. This amount was comprised of \$900k on Regional Roads and \$1.5Mil on Local Roads. All flood damage restoration works were completed by September 2012.





Public Road Network





Asset Management	
Performance Requirement	Assessment
Ensure all roads within the Shire are maintained	Ongoing maintenance grading program reviewed monthly
Acquit grant funds as required	Funds acquitted with the RMS
Maintain Routine Maintenance Council Contract	Ongoing with RMS

The following is a summary of the works undertaken on the State, Regional and Shire road network with the Shire in the 2012/2013 financial year.

State Highways

Under Council's Routine Maintenance Council Contract (RMCC), Council is responsible for 387km of State Highway which includes both sealed and unsealed sections. The majority of funding was expended on construction, reseals, heavy patching, new grids and approaches, formation grading and re-sheeting. Council received an additional \$500k in June 2014 for late inclusion in the routine budget works which included gravel crushing, maintenance grading and sign upgrades.

Report on RMCC Work 2012/13

Total budgeted cost paid to Council for RMCC routine work:	\$1,072,065
Council's expenditure for RMCC routine work:	\$1,072,065

List of jobs done under this routine work:

- Routine inspection
- Pothole repair
- Edgebreak repair
- Formation grading
- Shoulder grading
- Litter & debris removal
- Ground vegetation control
- Control saplings within clear zone
- Stock grids & races maintenance
- Stockpile sites maintenance
- Rest area – Service
- Rest area – Repair
- Clean culverts
- Minor repair culverts
- Minor repair headwalls and/or wingwalls
- Guide post maintenance
- Replace minor signs
- Maintain major signs



Description of Works Orders received as part of RMCC	Value after Variation	Status
WO 111.14.01 HW8 Spray Sealing \$734,957.20	\$717,881.91	Complete
WO 111.14.02 HW8 Major Heavy Patching \$96,070.01	\$132,974.00	Complete
WO 111.14.03 HW21 Grid Replacement \$57,400	\$57,400.00	Complete
WO 111.14.04 HW21 Dromore survey/ design	\$19,479.00	Complete
WO 111.14.05 HW21 Grid Works \$25,000	\$25,000.00	Complete
WO 111.14.06 HW8 Incident Response \$18,920.99	\$18,920.99	Complete
WO 111.14.07 HW21 Formation resheeting \$167,722.64	\$167,722.64	Complete
WO 111.14.08 HW21 Grid Works \$9,123.2	\$9,123.20	Complete
WO 111.14.09 HW21 Formation grading \$33,025.80	\$33,025.80	Complete
TOTAL WORK ORDER VALUES =	\$1,181,527.50	

Regional Roads

Council maintains 790km of Regional (or Main) Roads within the Shire. Funding received included \$2,498,000 from Regional Road Block Grant and \$353,770 from Roads to Recovery.

Expenditure of the Block Grant included maintenance grading works, construction and resealing works.

Reseals were carried out in this financial year in the following locations:

MR67 Balranald Rd 6.0km

MR68B Menindee-Wilcannia West Rd 2.29km

Expenditure of the Roads to Recovery was allocated and completed at Yampoola Crossing, MR68B Menindee-Wilcannia West Rd. The flood mitigation works included large box culvert installations and associated earthworks and guardrail.





Local Roads

Council maintains 1600km of Local Roads within the Shire. Funding received from Federal Assistance Grant totalled \$1,468,139 and an additional \$350,000 allocated from Roads to Recovery.

The majority of local road expenditure included maintenance grading works, sealing works and flood mitigation works.

Reseals were carried out in this financial year in the following locations:

- SR5 Wanaaring Rd 5.00km
- SR42 Wilcannia Airport Rd 1.10km
- SR26 Wilcannia Streets 1.00km

Roads to Recovery allocation of \$350,000 was utilised on SR3 Tongo Rd adjacent Tilpa to install new box culverts and raise the vertical alignment of the road to improve and prolong access to Tilpa in times of high Darling River Flood levels.

Town Street routine maintenance works are ongoing and include kerb and gutter cleaning on a weekly basis, tree and ground vegetation maintenance, street sweeping and sign maintenance.

Bridges

Routine maintenance carried out on Council owned bridges included visual inspections, termite treatment and minor repairs. 2012/13 Roads to Recovery funding of \$703,770 was allocated to the replacement of 2 dilapidated timber bridges

SR1 Wilcannia – Tilpa East Rd Bridges received the above mentioned funding for replacement of Talyawalka and Papapenbilla. Construction started in June 2013 and completed in January 2014

Works on Private Land

Council carried out private tendered works for the NSW Public Works – Contract 1301115, Darling Basin Drilling Program from October 2013 to February 2014. The two sites were located at “Tiltagoonah” within Cobar Shire and “Meena Murtee” within Central Darling Shire. The purpose and nature of the works entailed site preparation works for CO2 deep drilling operations that were later carried out by 3rd parties.

The contract sum was \$931,095.40



Water, Sewer & Stormwater

Asset Management	
Performance Requirement	Assessment
Maintain consistency of primary treated water to town of White Cliffs	Ongoing
Maintain consistency of potable and raw water supplies to Ivanhoe and Wilcannia	Ongoing
Ensure that the current standard of sewerage collection is maintained	Ongoing

Major Activities

Wilcannia Water Supply and Sewerage Services continue to benefit from the Aboriginal Communities Water Supply and Sewerage Program and the Remote Communities Water Supply and Sewerage Program funded predominantly by the Commonwealth Government.

The Aboriginal Communities Water Supply and Sewerage Program continues to provide funding for ongoing operational support for the Mallee and Warrali Aboriginal Estates in the amount of \$121k for routine maintenance and repairs. These funds are implemented in accordance with the Service Agreement between Council and the NSW Office of Water. Additional funds have also been secured within this program for capital works including replacement of the Old Wilcannia Bridge Filtered Water Main and installation of a series of isolation valves strategically located to minimise disruption to service when repairs to mains are undertaken.

The \$3.3Mil Wilcannia Water Supply and Sewerage Augmentation Contract (2012), funded by the Remote Communities Water Supply and Sewerage Program, continued with tenders being called for three separate contracts, being the Wilcannia WTP Upgrade, Wilcannia Water Supply and Sewerage Upgrade (Civil) and the Wilcannia Filtered Reservoir Relining.

The contract for the relining of the Wilcannia Filtered Water Reservoir was awarded to TA Taylor (Aust) Pty Ltd. Works commenced in December 2012 and were completed in May 2013.

The contract to upgrade the Wilcannia WTP was awarded to Liquitek Pty Ltd. Works commenced in February 2013 and were completed by June 2014.

The works described as the Wilcannia Water Supply and Sewerage Augmentation (2012) contract – Civil Works were awarded to PFC Constructions. These works commenced in May 2014 and are scheduled for completion in December 2014.



Water

Potable (treated) and raw (untreated) water supplies continued to be provided to the townships of Wilcannia and Ivanhoe in accordance with NSW Office of Water and Department of Health regulations and guidelines in conjunction with a testing regime undertaken by Council operators in consultation with these government agencies.

Wilcannia and Ivanhoe Water Supply is sourced from a combination of river and bore supplies. In the past year, Wilcannia was serviced predominately from Darling River flows and Ivanhoe has been serviced from Morrisons Lake Reservoir fed from Willandra Creek.

White Cliffs is serviced by a reticulated non-potable filtered water supply and is sourced from surface runoff collected in large off-line ground tanks. Typical operational issues are reticulation leakage from agricultural grade poly pipe network and low pressure issues. Main leakages are repaired as they arise. Water pressure issues are predominantly the responsibility of householders at White Cliffs where a header tank is to be provided by each dwelling/dugout.

Menindee Water Supply is managed by Essential Water pursuant Water Management (General) Regulation (2011) and related to the establishment of the now redundant Broken Hill Water Board.

Sewer

Wilcannia Sewerage Services is comprised of a Common Effluent Collection System which collects domestic sewage from connected properties and discharges to the Wilcannia Sewerage Treatment Plant (Oxidation Ponds). Excessive effluent volume continued to cause management issues during the early part of 2013/2014.

Ivanhoe, Menindee and White Cliffs residents manage generated sewerage with on-site facilities.

Stormwater

Stormwater infrastructure throughout the townships of Wilcannia, Ivanhoe, Menindee and White Cliffs were maintained including cleaning of the gross pollutant traps in Wilcannia and Menindee.

Footpaths, Kerbs, & Guttering

Footpaths

The townships of Wilcannia, Ivanhoe and Menindee have extensive footpath networks. The footpath network in the urban areas are predominantly concrete but also is comprised of gravel and in-situ earth sections. \$47,943 was expended on footpath repairs in Wilcannia, Ivanhoe and Menindee.

The extent of the footpath network in each township is summarised below:

- Wilcannia 4895m
- Ivanhoe 2189m
- Menindee 1312m

Council has completed the Pedestrian Access Mobility Plan (PAMP) which was placed on public exhibition and adopted by Council. From this plan, staff can produce a footpath replacement/ repair program and reference the document in order to apply for additional funding.



Kerbs and Gutter

The townships of Wilcannia, Ivanhoe and Menindee's extensive kerb and gutter infrastructure was maintained. Limited repairs were carried out in this financial year.



Plant & Equipment

Council replaced a 4" submersible pump and bore box (\$4,043)

Council replaced the Menindee Gangers Hilux Ute (\$36,402)

Various running costs are attributed to plant maintenance throughout the year. The following is a breakdown of that expenditure which totals \$672,859

- Fuel \$269,209
- Repairs and maintenance \$228,033
- Tyres \$32,669
- Oil \$7,319
- Parts \$22,485
- Insurance \$86,652
- Registration \$26,492





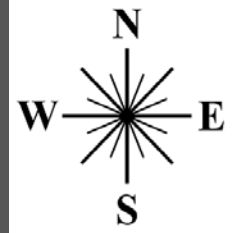
Business Undertakings

Competitive Neutrality

The Division of Local Government's July 1997 guidelines 'pricing and Costing for Council Businesses: A Guide to Competitive Neutrality' outlines the process for identifying and allocating costs of activities and provide a standard of disclosure requirements. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, rate of return on investments in business units and dividend paid. In relation to competitive neutrality Council provide the following:

- "Category 1" Business Units have total annual operating revenues that exceed \$2 million.
Council has no Category 1 Business Units.
- "Category 2" Business Units have totaled annual operating revenues that do not exceed \$2 million.
Council has no Category 2 Business Units.

CENTRAL DARLING SHIRE
COUNCIL



APPENDIX A

**Policy: Payment of Expenses and
Provision of Facilities to Councillors**



INTRODUCTION

Purpose of the Policy

The purpose of this policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. The policy also ensures that the expenses allowed and the facilities provided to assist Councillors carry out their civic duties are fair and reasonable.

Objectives and Coverage of the Policy

The objectives of this policy are to ensure compliance with the provisions of Section 252 of the Local Government Act 1993 by adopting a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to the Mayor, the Deputy Mayor and Councillors in relation to the performance of the functions of civic office.

Making and Adoption of Policy

In accordance with Section 252 of the Local Government Act 1993, the Central Darling Shire Council must within five months after the end of each year adopt a policy for the Payment of Expenses and Provision of Facilities to Councillors.

Council will not pay any expenses incurred or to be incurred by, or provide any facilities to the Mayor, the Deputy Mayor or a Councillor other than in accordance with this policy.

In accordance with Section 253 of the Local Government Act 1993, Council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.

Before adopting or amending the policy, Council must consider any submissions made within the time allowed for submissions and make any appropriate changes to the draft policy or amendment. Council will not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if Council is of the opinion that the proposed amendment is not substantial.

This policy may only be adopted or amended in a Council meeting which is not closed to the public.

Reporting Requirements

In accordance with Section 253 of the Local Government Act 1993, within 28 days after adopting a policy or making an amendment to a policy for which public notice has been given, Council will forward a copy of its policy to the DLG together with details of all submissions received, a statement setting out, for each submission, the Council's response to the submission and the reasons for the Council's response, and a copy of the public notice given.

Council must comply with abovementioned requirements when proposing to adopt a policy each year even if Council adopts a policy that is the same as its existing policy.

Section 428 of the Local Government Act 1993 requires Council to include the following in its Annual Report



- The Council's policy on the provision of facilities for, and the payment of expenses to, Mayors and Councillors;
- The total amount of money expended during the year on providing those facilities and paying those expenses;
- Any additional information as required by the Local Government (General) Regulation 2005.

Legislative Provisions

Sections 248, 248A, 249, 250, 251, 252, 253, 254 and 254A of Part 2 Division 5 of the Local Government Act, 1993 and clause 403 of the Local Government (General) Regulation 2005 provide for what fees, expenses and facilities may be paid or provided to the Mayor, Deputy Mayor and Councillors of Central Darling Shire Council.

Approval Arrangements

Approval arrangements for Councillor discretionary trips, attendance of Councillors at conferences, seminars, forums, workshops, professional development programs and/or other significant expenses and facilities under this policy and for insurance purposes must be authorised by way of a formal resolution of an Ordinary Meeting of the Council. Any report to Council seeking such approval must include full details of the purpose, expected costs and expected benefits to Council.

Where approval at a Council Meeting is not possible or appropriate then approval must be given jointly by the Mayor and the General Manager. If the Mayor requires approval it must be given jointly by the Deputy Mayor or another Councillor and the General Manager.

Where a Councillor is representing the Council at an official engagement or function within the Central Darling Shire Council local government area by arrangement with, and the approval of the Mayor due to the inability of the Mayor to attend, Council will be responsible for the cost of the Councillor's attendance.

After returning from any approved arrangements the Councillor/s must provide a detailed written report to Council on the outcomes and benefits achieved for the Council and the community. No such report is required for the Local Government Shires Association Conference or mandatory training courses.

PAYMENT OF ANNUAL FEES

Councillors

Councillors will be paid an annual fee as resolved by Council annually and in accordance with section 248 of the Local Government Act 1993. The Councillor fee for the 2013/2014 financial year is \$10,480.

Mayor

The Mayor will be paid an annual fee as resolved annually by Council and in accordance with section 249 of the Local Government Act 1993. The mayoral annual fee for the 2013/2014 financial year is \$22,870.



PAYMENT OF EXPENSES

GENERAL PROVISIONS

Payment of Expenses Generally

- ***General Expense Allowance***

This policy does not include any general expense clause and provides for payment of actual reimbursement of expenses incurred by Councillors in the carrying out of their civic duties, nor does it include payment of any general allowances unrelated to actual expenses.

Claims for reimbursement of expenses must be lodged not later than three (3) months after the expense is incurred.

- ***Monetary Limits for Expenses***

Expenses and other benefits provided to Councillors under this policy identify specific monetary limits and/or rates for the payment of expenses and other benefits to Councillors. Monetary limits and/or rates are based on what is considered to be a reasonable level of provision.

Identification of specific monetary limits and/or rates for the payment of expenses and other benefits provided to Councillors under this policy is to ensure accountability and transparency; and allow members of the public to be aware of the cost of providing services to Councillors in the carrying out of their civic duties.

- ***Private Benefit***

Private use of Council facilities and resources by a Councillor to obtain a private benefit is not permitted. A Councillor acting in good faith in the performance of their civic duties is able to obtain no more than incidental private use of Council facilities and resources. Where more than incidental use occurs, the Councillor will be required to reimburse the Council the actual costs of the private benefit obtained.

In situations where private use by a Councillor of Council facilities and resources occurs, the General Manager will determine a suitable rate for reconciliation and reimbursement by the Councillor to the Council of the private benefit obtained.

Councillors must not obtain a private benefit from the provision of Council equipment and facilities, nor from travel bonuses such as "frequent flyer" schemes or any other such loyalty programs while on Council business. However, it is acknowledged that from time to time, the incidental use of Council equipment and facilities may occur. Such incidental private use is not subject to a compensatory payment back to the Council.

- ***Use of Council Resources for Political Purposes***

A Councillors re-election to the Council or election to other bodies, the fundraising activities of political parties, including political fundraising events are considered to be personal interests. Official Council material such as letterhead, publications, websites as well as Council services and forums must not be used for re-election purposes or any personal interests. Council facilities, equipment and services must not be used to produce election material or for



any other political purposes.

Situations in which the appearance or perception may be given that Council material, facilities and resources are being used for such purposes must be avoided.

- *Gifts and Benefits*

In circumstances where it is appropriate for Councillors to give a gift or benefit, for example, on a Council business related trip or when a Councillor is receiving visitors, such gifts and benefits must be of token value only.

- *Participation, Equity and Access*

This policy is designed to be non-discriminatory, equitable and encourage the election to Council of people from diverse backgrounds representative of the demographics of the Central Darling Shire Council community and local government area. Council's policy is sufficiently flexible to allow Councillors to represent the community in different ways and takes account, as much as is possible, the individual differences of Councillors who make up the elected body politic of Central Darling Shire Council.

- *Approval and Dispute Resolution*

In the event of any dispute arising concerning the payment of expenses and provision of facilities to Councillors, any such dispute will be referred to a meeting of the Council for determination. The General Manager will provide a report to the Council outlining the terms of the dispute for final determination by the Council.

- *Reimbursement of Expenses*

Council will reimburse Councillors' reasonable out of pocket or incidental expenses (including actual cost of meals and drinks) associated with attending Council approved conferences, seminars, forums, workshops and professional development programs upon the presentation of official receipts and the completion of a claim form within 3 months of the expenses being incurred. Upon submission of the fully itemised claim which must include appropriate receipts and tax invoices, the claim will be verified to be in accordance with this policy and the Councillor duly reimbursed.

Where no receipts or tax invoices are available, the Councillor will be required to sign a Statutory Declaration to confirm that the expense was incurred.

Reimbursement of travel expenses means that Council is not liable for any traffic, parking or transport fines, or costs of petrol, oil, depreciation, repair, maintenance, insurance or registration costs.

Councillors' travelling by public transport shall be reimbursed for actual expenses incurred, including bus travel. Economy class air travel is the standard for travel within Australia. First class train travel including sleeping berths is the standard.

Should a Councillor fail to attend an approved event without the approval of the Mayor on extenuating circumstances then Council is to be reimbursed all costs incurred by Council. Such payment is to be made by the Councillor within 30 days of the cancellation.

- *Spouse and Partner Expenses*



A Councillor's spouse or partner may attend any conference, seminar and training opportunity with all differential costs to be borne by the Councillor except where otherwise provided.

- *Payment in Advance*

Councillors may submit a claim for an advance payment in anticipation of expenses to be incurred in attendance at Council approved conferences, seminars, forums, workshops and professional development programs. Advance payment claims will be verified to ensure compliance with this policy and approved for payment.

In circumstances where an advance payment is made to a Councillor, the Councillor must fully reconcile all expenses incurred against the advance payment within 30 days of the date of the advance and submit the reconciliation to the General Manager for verification and approval in accordance with this policy.

SPECIFIC EXPENSES FOR THE MAYOR AND COUNCILLORS

- **Travel Arrangements and Expenses within Central Darling Shire Council Local Government Area (LGA)**

Councillors will be reimbursed travel expenses in accordance with the Local Government (State) Award approved rates for use of private motor vehicles to attend the following:

- Council meetings;
- Council Committee meetings;
- Working Group meetings where the Councillor is the nominated Delegate;
- Section 355 Committee meetings;
- External Organisations/Committee meeting where the Councillor is the nominated Delegate;
- Workshops convened by Council;
- Public meetings convened by Council;
- Training programs relating to the role of the Council; and
- Inspections within the area of the Council, undertaken according to a resolution of Council.

Travel by Councillors within the Central Darling Shire Council LGA must be undertaken by utilising the most direct route (weather permitting) from the Councillor's principal place of residence and the most practicable and economical mode of transport.

Reimbursement is subject to a formal claim being lodged not later than three (3) months after the expense was incurred.

Where a Councillor is travelling to a Council meeting from a location outside the Shire boundaries, the travel claim will be restricted to the equivalent of travel allowance calculated on the distance travelled from the Shire boundary to the meeting and return along the shortest possible route (weather permitting) to the principal place of residence. If the shortest possible route is not passable, the safest route is to be taken and claimed for. All bookings on public transport (bus and train only) shall be paid for by Council provided the most direct public transport route to and from the Councillors' home and place of Council meeting is taken.

Where the Council meeting is held away from Wilcannia and staff will be in attendance,



Councillors are encouraged to travel with a staff member.

Councillors travelling to meetings of Council will be entitled to travel on the day preceding the meeting as well as the day of the meeting and stay in the township holding the meeting. Where the meeting is to be held in Tilpa or White Cliffs, Councillors travelling from the southern part of the Shire will be entitled to be accommodated in Wilcannia on the evening preceding the meeting and arrange appropriate accommodation for the evening of the meeting. Actual accommodation and meal expenses will be reimbursed.

Council will be responsible for the expenses of Councillors to attend meetings, official engagements and functions where the Councillor has been authorised by the Council or is deputising for the Mayor within the Central Darling Shire Council LGA. Expenses relating to a Councillor spouse, partner or accompanying person who may accompany a Councillor will be the responsibility of the Councillor.

If during Council business, a Councillor travelling in their own private motor vehicle suffers damage to that vehicle requiring an insurance claim, Council will cover up to \$500 of the Councillor's excess providing adequate receipts and details are provided.

It should be noted that Councillors are only to claim reimbursement if they are travelling in their own private vehicle. This does not include vehicles provided to Councillors as a benefit of any employment package. For example where a Councillor is employed by a company and receives a vehicle for full private use and uses this vehicle on Council business, the Councillor will be refused reimbursement of any vehicle related expenses. Where a Councillor owns their own business/company and the vehicle that is used to attend Council business is registered to that business/company, the Councillor will be entitled to claim reimbursement for vehicle related expenses.

- **Travel outside Central Darling Shire Council LGA**

Council will be responsible for the payment of travel and transport expenses incurred by Councillors to attend State Government sponsored ad-hoc committees, official engagements and functions where the attendance of the Councillor has been authorised by the Council.

Travel by Councillors outside the Central Darling Shire Council LGA must be undertaken by utilising the most direct route and the most practicable and economical mode of transport subject to any personal medical considerations.

Council will provide a council motor vehicle where required.

Council will meet the actual cost of any transfers that provide a connecting transport service from the principal means of transport when attending Council meetings; conferences; seminars; professional development programs; elected member courses; Local Government and Shires Associations Industry Working Groups; State Government sponsored ad-hoc committees; engagements; and functions where the Councillor has been authorised to attend by the Council or is representing the Mayor outside the Central Darling Shire Council LGA.

- **Interstate Travel**

Council will be responsible for the payment of interstate travel and transport expenses



incurred by Councillors directly associated with the carrying out of the Councillor's civic duties where the attendance of the Councillor has been authorised by Council.

Interstate travel by Councillors must be undertaken by utilising the most direct route and the most practicable and economical mode of transport subject to any personal medical considerations.

Council will provide a council motor vehicle where required and where one is available.

- **Overseas Travel**

Council will be responsible for the payment of overseas travel expenses incurred by Councillors directly associated with the carrying out of the Councillor's civic duties where authorised by the Council.

Overseas travel by Councillors must be undertaken by utilising the most direct route and the most practicable and economical mode of transport subject to any personal medical considerations.

Overseas travel must be approved by an Ordinary Meeting of the Council prior to any overseas travel being undertaken. Council will not permit or allow the retrospective reimbursement of overseas travel expenses unless prior authorisation of the travel has been given by the Council.

After returning from Council approved overseas travel, the Councillor or Councillors involved are required to submit a detailed written report to the Council on the outcomes and benefits achieved for the Council and the community from the overseas travel.

Details of Council approved Councillor overseas travel will be included in Council's Annual Report.

- **Accommodation Costs**

Council will be responsible for the accommodation costs of Councillors when attending Council approved conferences, seminars, forums, workshops and professional development programs outside the Central Darling Shire Council LGA. Accommodation must be appropriate, practicable, and economic and be generally equivalent to no more than the cost of a 3.5 star accommodation rating or standard.

Accommodation expenses relating to a Councillor spouse, partner or accompanying person who may accompany a Councillor will be the responsibility of the Councillor except where otherwise provided.

- **Specific Conferences**

Attendance at the Local Government Shires Association conference is to be made up of the Mayor or nominated delegate, the General Manager and one Councillor representing each Ward.

Attendance at the Western Division Shires conference is available to the Mayor, General Manager and interested Councillors.



Attendance at Divisional meetings of the Local Government Shires Association is to be made up of the Mayor and General Manager.

Attendance at the Australian Local Government Women's Association conference is available to the Mayor, General Manager and interested Councillors.

- **Insurance Expenses and Obligations**

Section 382 of the Local Government Act 1993 requires Council to make arrangements for its adequate insurance against public liability and professional liability.

For matters arising out of Councillors' performance of their civic duties, Councillors will be subject to the following insurances:

- Public Liability;
- Professional Indemnity;
- Personal Accident and Injury;
- Use of private motor vehicles whilst engaged in Council business (Councillors must first claim with their personal insurer, following this, Council's insurer will cover any gap in approved claim of up to \$25,000.)

- **Legal Expenses and Obligations**

Providing the outcome of the legal proceedings is substantially favourable to the Councillor, reasonable legal costs will be available to a Councillor for:

- (a) defending an action arising from the performance in good faith of a function under the Local Government Act 1993 (section 731 refers); or
- (b) defending an action in defamation provided the statements complained of were made in good faith in the course of exercising a function under the Local Government Act 1993; or
- (c) proceedings before an investigative or review body or hearing into a Councillors conduct provided the subject of the proceedings arises from the performance in good faith of a function under the Local Government Act 1993.

Investigative or review body or hearing into a Councillor's conduct includes:

- i. Local Government Pecuniary Interest and Disciplinary Tribunal
- ii. Independent Commission Against Corruption
- iii. Office of the NSW Ombudsman
- iv. Division of Local Government, Department of Premier and Cabinet
- v. NSW Police Force
- vi. Director of Public Prosecutions
- vii. Council's Code of Conduct Review Committee or Code of Conduct Reviewer.

In the case of a conduct complaint made against a Councillor, legal costs will only be available where a matter has been referred by the General Manager to a Code of Conduct Reviewer or a Code of Conduct Review Committee to make formal enquiries into the matter in accordance with the procedures of Council's Code of Conduct.

In the case of a pecuniary interest or misbehaviour matter, legal costs will only be made



available to a Councillor where a formal investigation has been commenced by the Division of Local Government.

Council will not meet the legal costs of:

- any legal proceedings initiated by a Councillor under any circumstances.
- a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.
- a Councillor for legal proceedings that do not involve a Councillor performing their role as a Councillor.

The Mayor in conjunction with the General Manager will determine by approval or refusal applications by Councillors for the payment or reimbursement of legal expenses incurred strictly in accordance with this policy.

In the event of the Councillor seeking payment or reimbursement of legal expenses in accordance with this policy, the Mayor, the Deputy Mayor in conjunction with the General Manager will determine the application.

If the Mayor and General Manager, or the Deputy Mayor and the General Manager as the case may be, are not able to determine an application by a Councillor for payment or reimbursement of legal expenses in accordance with this policy, the application will be referred to a full meeting of the Council for final determination.

Expenses for Spouse Partners and Accompanying Persons

Council will meet the reasonable costs of a Councillor's spouse, partner or accompanying person for attendance at official Council functions that are of a formal and ceremonial nature held or occurring within the Central Darling Shire Council Local Government area. Such functions would be those that a Councillor's spouse, partner or accompanying person would be reasonably expected to attend. Examples include Australia Day Award ceremonies, citizenship ceremonies, civic receptions and charitable functions and events for charities formally supported by the Council.

Council will also meet the limited and reasonable actual expenses of a Councillor's spouse, partner or accompanying person associated with attendance at the Local Government Shires Association annual conference. Such expenses are limited to the cost of conference registration and the official conference dinner.

Travel expenses, any additional accommodation expenses and the cost of any Local Government Shires Association Annual Conference spouse, partner, accompanying persons program or tours will be the responsibility of individual Councillors.

The payment of expenses for the spouse, partner or accompanying person of a Councillor who may accompany a Councillor at any official engagement, event, function, conference other than the Local Government Shires Association Annual Conference, seminar, forum, workshop and professional development program directly associated with performance of the civic duties of the Councillor held or occurring outside the Central Darling Shire Council Local Government area will be the responsibility of individual Councillors.

PROVISION OF FACILITIES



GENERAL PROVISIONS

- **Provision of Facilities Generally**

Stationery

Council will provide, upon request, the following stationery to Councillors to be used by Councillors in the carrying out of their civic duties:

- writing pads;
- envelopes;
- box files;
- business cards (200 pa);
- writing pens;
- diary;
- year planner;
- educational and promotional material and gifts.

Council will reimburse Councillors on the purchase of printer ink cartridges providing adequate receipts are submitted.

Postage

Council will provide Councillors with postage facilities where the communication being posted is directly related to the carrying out of the Councillor's civic duties.

Secretarial Support

Council will provide a secretarial service to all Councillors at the discretion of the General Manager directly relating to the carrying out of a Councillor's civic duties.

Delivery of Materials

At least monthly each Councillor may receive a delivery of material including business papers, correspondence and associated material delivered to one property address nominated by the Councillor.

Training

Council will conduct professional development and training programs from time to time for Councillors as are appropriate for the effective and efficient carrying out of a Councillor's civic duties. Professional development and training programs will be conducted by either Council staff or external service providers where required in accordance with Council's Councillor Induction and Professional Development Strategy.

Meeting Rooms

The Council offices in all three towns will be available to Councillors as Resource Centres to meet with residents and use telephone and computer facilities in the carrying out of the Councillor's civic duties. Where the centres are a shared public facility, use of the rooms will be subject to availability. The following resources will be provided to enable Councillors to undertake individual research:

- Local Government Act 1993 and related legislation;
- Environmental Planning and Assessment Act 1979;
- Central Darling Shire Council Code of Conduct;
- ICAC and Ombudsman Reports;



- Central Darling Shire LEPs;
- Copies of current consultancy reports and studies;
- Industry management journals, publications and selected readings;
- Industry Law Reports and Legal Precedents.

Meals and Refreshments

Councillors will be provided with a meal and refreshments when attending meetings of any Council Principal Committees and Council meetings.

Corporate Dress

All Councillors will be supplied with a Council crested chambray shirt and polo shirt on an annual basis, and a crested blazer with dress tie or scarf. All items of clothing remain the property of Councillors, who are responsible for the full care and maintenance of all such items.

- **Mayoral Office**
The Mayor at this time is not provided with a designated Mayoral Office.
- **Mayoral Motor Vehicle**
A fully serviced and maintained motor vehicle to an appropriate standard suitable for travel in CDSC area will be provided for the use of the Mayor to carry out the civic and ceremonial duties of the office of Mayor. A detailed log book is to be maintained.
- **Mayoral Communications**
The Mayor will be provided with a mobile phone for official Council business up to a maximum of \$75.00 per month. No private use is permitted.

OTHER MATTERS

- **Acquisition and Returning of Facilities by Councillors**
Councillors must return all Council property, equipment and other facilities allocated or provided to them under this policy to the General Manager within 14 days after the completion of their term of office, extended leave of absence or at the cessation of their civic duties.

Councillors may submit offers to purchase Council property, equipment and other facilities allocated or provided to them under this policy at the cessation of their civic duties. If the items are available for sale, the purchase will be at an agreed fair market price or written down value.
- **Payment Terms**
All fees payable under this policy shall be paid within 10 working days of the Council meeting or where a Council meeting is not held within 3 weeks of the month.
- **Status of Policy**
This policy represents the current policy of Central Darling Shire Council for the Payment of Expenses and Provision of Facilities for Councillors adopted on 18th October 2011 pursuant to Section 252 of the Local Government Act 1993.

Policy: Payment of Expenses and Provision of Facilities to Councillors

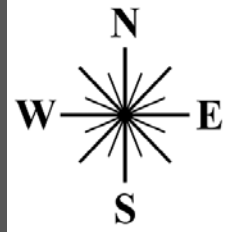


CENTRAL DARLING SHIRE COUNCIL

Ordinary Council dated 24 January 2012 minute number (5-01-12) adopted draft policy
Ordinary Council dated 20 November 2012 minute number (22-11-12) adopted draft policy
Ordinary Council dated 18 February 2014 minute number (5-02-14) adopted policy.

♦ *History:* *Adopted*

**CENTRAL DARLING SHIRE
COUNCIL**



APPENDIX B

2013/14 Annual Financial Statements