



Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that an **ORDINARY MEETING** of Wentworth Shire Council will be held in the **WENTWORTH SHIRE COUNCIL CHAMBERS, SHORT STREET, WENTWORTH**, commencing at **7:00 PM**.

The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website. Attendance at the meeting is to be taken as consent by a person to their image and/or voice being webcast.

All speakers should refrain from making any defamatory comments or releasing personal information about another individual without their consent. Council accepts no liability for any damage that may result from defamatory comments made by persons attending meetings – all liability will rest with the individual who made the comments.

The meeting must not be recorded by others without prior written consent of the Council in accordance with the Council's code of meeting practice.

Councillors & staff are obligated to declare Conflicts of Interest as required under the Local Government Act 1993 and Councils adopted Code of Conduct.

Councillors are reminded of their Oath of Office whereby they have declared and affirmed that they will undertake the duties of the Office of Councillor in the best interests of the people of Wentworth Shire and the Wentworth Shire Council and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgment.

KEN ROSS
GENERAL MANAGER

ORDINARY MEETING

AGENDA

15 MARCH 2023

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1 OPENING OF MEETING

THE MAYOR REQUESTS THAT THE GENERAL MANAGER MAKES
ANNOUNCEMENTS REGARDING THE LIVE-STREAMING OF THE MEETING.

2 PRAYER OR ACKNOWLEDGEMENT OF COUNTRY

3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

4 DISCLOSURES OF INTERESTS

5 CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the Ordinary Meeting held 15 February 2023 be confirmed as
circulated.



ORDINARY MEETING MINUTES

15 FEBRUARY 2023

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1 OPENING OF MEETING

The Mayor opened the meeting with a prayer at 7:00pm

2 PRAYER OR ACKNOWLEDGEMENT OF COUNTRY

PRESENT:

COUNCILLORS: Councillor Tim Elstone
Councillor Brian Beaumont
Councillor Steve Cooper
Councillor Peter Crisp
Councillor Steve Heywood
Councillor Daniel Linklater
Councillor Jane MacAllister
Councillor Susan Nichols
Councillor Jo Rodda (via video conference)

STAFF: Ken Ross (General Manager)
Matthew Carlin (Director Health and Planning)
Geoff Gunn (Director Roads and Engineering)
Simon Rule (Director Finance and Policy)
Gayle Marsden (Executive Assistant to General Manager)
Tania Peel (Business Support Officer)

3 APOLOGIES AND LEAVE OF ABSENCE

Council Resolution

That Council grants the Leave of Absence Requests from Mayor Elstone 23 February 2023 to 5 March 2023, Cr Nichols 23 February 2023 and 15 March 2023 and Cr Crisp 24 to 26 March 2023.

Moved Cr Linklater, Seconded Cr Cooper

CARRIED UNANIMOUSLY

4 DISCLOSURES OF INTERESTS

Councillor Nichols advised that she has a non-pecuniary interest in Item 9.11 as she is President of the Wentworth Bowling Club.

Councillor Beaumont advised that he has a non-pecuniary interest in Item 9.11 as he is committee member of the Wentworth District Racing Club.

Councillor Elstone advised that he has a pecuniary interest in Item 9.15 as he has had a business association with applicant.

Councillor Cooper advised that he has a pecuniary interest in Item 9.15 as he has had a business association with applicant.

Geoff Gunn Director Roads & Engineering advised he has a non-pecuniary interest in Item 12.3 as his son in law is part owner of Wall Constructions a tender in the contract.

5 CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the Ordinary Meeting held 14 December 2022 be confirmed as circulated.

Council Resolution

That the Minutes of the Ordinary Meeting held 14 December 2022 be confirmed as circulated.

Moved Cr Crisp, Seconded Cr Linklater

CARRIED UNANIMOUSLY

6 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

6.1 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

File Number: RPT/23/64

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

The Outstanding Actions report provides details of activities raised at previous Council meetings that remain outstanding.

Officer Recommendation

That Council receives and notes the list of outstanding matters as at 8 January 2023.

Council Resolution

That Council receives and notes the list of outstanding matters as at 8 January 2023.

Moved Cr Cooper, Seconded Cr Beaumont

CARRIED UNANIMOUSLY

Council Resolution

That the Ordinary Council meeting be adjourned, and the recording of the meeting paused, for the purpose of conducting a Public Forum.
The meeting was adjourned at 7:14pm.

Moved Cr. MacAllister, Seconded Cr Linklater

CARRIED UNANIMOUSLY

Cr Elstone and Cr Cooper left the Chambers

Cr Linklater assumed the chair

Alex Ferndale spoke against item 9.15

Council Resolution

That the Ordinary Council meeting be reconvened and the recording of the meeting be recommenced.
The Ordinary Council meeting was reconvened at 7:32pm

Moved Cr. MacAllister, Seconded Cr Beaumont

CARRIED UNANIMOUSLY

Mayor Elstone resumed the chair

7 MAYORAL AND COUNCILLOR REPORTS

7.1 MAYORAL REPORT

File Number: RPT/23/18

Summary

The purpose of this report is to advise Council of meetings, conferences and appointments undertaken by Mayor Elstone for the period of 9 December 2022 – 14 February 2023.

Recommendation

That Council receives and notes the information contained in the Mayoral report.

Council Resolution

That Council receives and notes the information contained in the Mayoral report.

Moved Cr. Elstone, Seconded Cr Cooper

CARRIED UNANIMOUSLY

Cr Crisp acknowledged the work of the Mayor during the flood.

8 Reports from Committees

Cr MacAllister provided a verbal report from the Willandra Lakes Region World Heritage Advisory Committee meeting 31 January – 1 February 2023. She advised the new committee have been tasked with developing a work plan for the area.

Council Resolution

That Council receives and notes Cr MacAllister's report.

Moved Cr. MacAllister, Seconded Cr Cooper

CARRIED UNANIMOUSLY

9 REPORTS TO COUNCIL

9.1 GENERAL MANAGERS REPORT

File Number: RPT/23/3

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

The General Manager's report details information pertaining to meetings attended and general information which are of public interest, and which have not been reported elsewhere in this agenda. Items of note in this report are:

1. OLG Circulars
Circular 22-36 to 22-42
2. Meetings
As listed
3. Upcoming meetings or events
As listed
4. Other items of note

Recommendation

That Council receives and notes the information contained within the report from the General Manager.

Council Resolution

That Council receives and notes the information contained within the report from the General Manager.

Moved Cr. MacAllister, Seconded Cr Linklater

CARRIED UNANIMOUSLY

9.2 ORGANISATIONAL STRUCTURE

File Number: RPT/23/20

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Tania Peel - Business Support Officer

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

Section 333 of the Local Government Act of 1993 states: *"The organization structure may be re-determined under this Part from time to time. The council must review, and may redetermine, the organisation structure within 12 months after any ordinary election of the council."*

This report is presented to Council to comply with that mandatory obligation.

Currently, Wentworth Shire Council has an adopted structure with 133.45 full time equivalent positions. This report does not seek any addition to that number.

Recommendation

That Council having reviewed the existing structure deem the current approved number and positions appropriate to enable the delivery of all services to a satisfactory level.

Council Resolution

That Council having reviewed the existing structure deem the current approved number and positions appropriate to enable the delivery of all services to a satisfactory level.

Moved Cr Linklater, Seconded Cr. Heywood

CARRIED UNANIMOUSLY

9.3 HERITAGE ADVISORY COMMITTEE - DRAFT CHARTER

File Number: RPT/23/61

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Deborah Zorzi - Governance Officer

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

By way of Resolution of 28 September 2022 Council approved the inclusion of a Heritage Advisory Committee in its Committee structure for the next 12 months.

Prior to the new committee meeting, Council needs to determine both the terms of reference of the Committee and the Committee membership.

Recommendation

That Council adopts the terms of reference detailed in the Heritage Advisory Committee draft charter and endorses the objectives, composition of the Committee, and the membership nomination and selection process to enable establishment of the Committee.

That Council adopts the terms of reference detailed in the Heritage Advisory Committee draft charter and endorses the objectives, composition of the Committee, and the membership nomination and selection process to enable establishment of the Committee.

Moved Cr Crisp, Seconded Cr. MacAllister

Amendment

That Council amend the title of the committee to Wentworth Shire Council Heritage and History Advisory Committee that the list of objectives include reference to Indigenous and European histories.

Moved Cr Crisp, Seconded Cr. MacAllister

CARRIED UNANIMOUSLY

Council Resolution

That Council amend the title of the committee to Wentworth Shire Council Heritage and History Advisory Committee that the list of objectives include reference to Indigenous and European histories.

Moved Cr Crisp, Seconded Cr. MacAllister

CARRIED UNANIMOUSLY

9.4 MOTIONS FOR THE 2023 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

File Number:	RPT/23/19
Responsible Officer:	Ken Ross - General Manager
Responsible Division:	Office of the General Manager
Reporting Officer:	Tania Peel - Business Support Officer
Objective:	4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner
Strategy:	4.2 A strong, responsible and representative government

Summary

The 2023 National General Assembly of Local Government (hosted by the Australian Local Government Association) is being held from Tuesday 13 June to Thursday 15 June 2023 at the National Convention Centre, Canberra.

Motions to the Annual Conference require a resolution of Council and must be submitted by Friday 24 March 2023 via the online portal.

Recommendation

That Council determines the motions to be lodged with the Australian Local Government Association (ALGA) for the 2023 National General Assembly. Noting that the closing date for submission of motions is Friday 24 March 2023.

Council Resolution

That Council determines the motions to be lodged with the Australian Local Government Association (ALGA) for the 2023 National General Assembly. Noting that the closing date for submission of motions is Friday 24 March 2023.

Moved Cr Linklater, Seconded Cr. Heywood

CARRIED UNANIMOUSLY

9.5 POONCARIE DESERT DASH 2023 REQUEST FOR SPONSORSHIP

File Number: RPT/23/28

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Tania Peel - Business Support Officer

Objective: 1.0 Wentworth Shire is a vibrant, growing and thriving Region
Strategy: 1.2 Promote the Wentworth Region as a desirable visitor and tourism destination

Summary

Council is in receipt of a request to provide financial sponsorship for the 2023 Pooncarie Desert Dash. Its proposed to hold the event within the Pooncarie region from Friday 21 April 2023 to Sunday 23 April 2023 inclusive. Council approved financial support for a similar event the Sunraysia Safari Rally held in September 2022.

Recommendation

That Council provide financial support in line with one of the options identified within this report to the 2023 Pooncarie Desert Dash subject to the event going ahead.

Council Resolution

That Council provide financial support in line with option A identified within this report to the 2023 Pooncarie Desert Dash subject to the event going ahead.

Moved Cr Beaumont, Seconded Cr Cooper

CARRIED

For the Motion : ***Clr.s Beaumont, Cooper, Crisp, Elstone, Heywood, Linklater, MacAllister and Nichols.***

Against the Motion: ***Clr. Rodda.***

9.6 MONTHLY FINANCE REPORT - DECEMBER 2022

File Number: RPT/23/2

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Vanessa Lock - Finance Officer

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

Rates and Charges collections for the month of December 2022 were \$483,768.33. After allowing for pensioner subsidies, the total levies collected are now 61.81%. For comparison purposes 62.98% of the levy had been collected at the end of December 2021. Council currently has \$44,117,868.10 in cash and investments.

Recommendation

That Council receives and notes the Monthly Finance Report.

Council Resolution

That Council receives and notes the Monthly Finance Report.

Moved Cr. MacAllister, Seconded Cr. Heywood

CARRIED UNANIMOUSLY

9.7 MONTHLY FINANCE REPORT - JANUARY 2023

File Number: RPT/23/39

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Vanessa Lock - Finance Officer

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

Rates and Charges collections for the month of January 2023 were \$235,462.40. After allowing for pensioner subsidies, the total levies collected are now 63.72%. For comparison purposes 65.31% of the levy had been collected at the end of January 2022. Council currently has \$43,697,411.02 in cash and investments.

Recommendation

That Council receives and notes the Monthly Finance Report.

Council Resolution

That Council receives and notes the Monthly Finance Report.

Moved Cr. Nichols, Seconded Cr Cooper

CARRIED UNANIMOUSLY

9.8 MONTHLY INVESTMENT REPORT - DECEMBER 2022

File Number: RPT/23/13

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Bryce Watson - Accountant

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.5 Adopt practices of prudent asset, financial and human resource management across Council to ensure long-term sustainability and efficiency

Summary

As at 31 December 2022 Council had \$36 million invested in term deposits and \$8,117,868.10 in other cash investments. Council received \$76,434.68 from its investments for the month of December 2022.

In December 2022 Council investments averaged a rate of return of 3.19% and it currently has \$8,255,811.27 of internal restrictions and \$28,321,598.61 of external restrictions.

Recommendation

That Council receives and notes the monthly investment report.

Council Resolution

That Council receives and notes the monthly investment report.

Moved Cr Linklater, Seconded Cr. MacAllister

CARRIED UNANIMOUSLY

9.9 MONTHLY INVESTMENT REPORT - JANUARY 2023

File Number: RPT/23/40

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Bryce Watson - Accountant

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.5 Adopt practices of prudent asset, financial and human resource management across Council to ensure long-term sustainability and efficiency

Summary

As at 31 January 2023 Council had \$37 million invested in term deposits and \$6,697,411.02 in other cash investments. Council received \$26,579.89 from its investments for the month of January 2023.

In January 2023 Council investments averaged a rate of return of 3.27% and it currently has \$8,258,720.27 of internal restrictions and \$28,735,623.55 of external restrictions.

Recommendation

That Council receives and notes the monthly investment report.

Council Resolution

That Council receives and notes the monthly investment report.

Moved Cr Crisp, Seconded Cr. MacAllister

CARRIED UNANIMOUSLY

9.10 2024 LOCAL GOVERNMENT ELECTIONS

File Number: RPT/22/762

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

Section 296AA of the *Local Government Act 1993*, (NSW) (the Act) requires that Council must make a decision on how their September 2024 Council Election is to be administered. The recently released Circular 22-35 from the Office of Local Government has mandated that this decision must be made no later than 13 March 2023.

Amendments to the Act in 2018 means that Council only has two options available. It must choose between engaging the services of the NSW Electoral Commission (NSWEC) or the services of an electoral service provider. Council General Managers are no longer able to administer their own elections.

Recommendation

That Wentworth Shire Council ("the Council") resolves:

Pursuant to s. 296(2) and (3) of the *Local Government Act 1993* (NSW) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.

Moved Cr Cooper, Seconded Cr Nichols**Amendment**

That Wentworth Shire Council ("the Council") resolves:

- a) Pursuant to s. 296(2) and (3) of the *Local Government Act 1993* (NSW) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
- b) That council approve a request to the Electoral Commission for full postal voting

Moved Cr Nichols, Seconded Cr Mac Allister**LOST****Council Resolution**

That Wentworth Shire Council ("the Council") resolves:

- a) Pursuant to s. 296(2) and (3) of the *Local Government Act 1993* (NSW) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.

Moved Cr Crisp, Seconded Cr Beaumont

CARRIED UNANIMOUSLY

Director Gunn left the chambers at 8:13pm

9.11 AF003 REQUESTS FOR FINANCIAL ASSISTANCE

File Number: RPT/23/37

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Annette Fraser - Team Leader Customer Service

Objective: 2.0 Wentworth Shire is a great place to live

Strategy: 2.4 A well informed, supported and engaged community

Summary

Council has provided an allocation of \$160,000.00 for the 2022/23 financial year for consideration by Council, for the funding of requests from the community for financial assistance. In this financial year, \$104,320.00 has been granted to a variety of organisations through the annual fees and charges "Exemptions from the Application" process.

The total value of requests granted under delegated authority to date this financial year is \$2,417.00 and the total value of requests granted in full equals \$42,504.11 leaving a balance in the financial assistance program of \$10,758.89

Financial Assistance Program starting balance 2022/23	\$160,000.00
Annual fees & charges annual exemptions granted	\$104,320.00
Remaining balance	\$55,680.00
Granted under delegated authority to August 2022	\$ 739.00
Value of approved requests August 2022 Council Meeting	\$ 27,040.11
Granted under delegated authority to October 2023	\$ 907.00
Value of approved requests 16 November 2022 Council Meeting	\$15,464.00
Remaining balance as at 16 November 2022	\$11,529.89
Granted under delegated authority to 29 January 2023	\$771.00
Remaining balance	\$10,758.89
Request applications received 1 November 2022 – 29 January 2023	\$17,960.89
Remaining balance if all approved	\$7202.00 -

Recommendation

That Council having considered the current requests for financial assistance, makes appropriate recommendations on the level of funding to be provided to each of these applications from the Financial Assistance program.

That Council approves a budget variation of \$30,000 increasing the total amount available for 2022/2023 to \$190,000.

Council Resolution

That Council having considered the current requests for financial assistance, approve funding as listed to be provided to Wentworth Pioneer Homes Committee, Coomealla Wentworth Cricket Club, Wentworth Military Collection Inc, Australian Blind Bowlers Association from the Financial Assistance program.

That Council approves a budget variation of \$30,000 increasing the total amount available for 2022/2023 to \$190,000.

Moved Cr Cooper, Seconded Cr Linklater

CARRIED UNANIMOUSLY

At 08:34 pm Councillor Brian Beaumont left the Council Chambers.

At 08:35 pm Councillor Susan Nichols left the Council Chambers.

Council Resolution

That Council having considered the current requests for financial assistance, approve funding as listed to be provided to Wentworth District Racing Club and Wentworth Bowling Club.

Moved Cr Linklater, Seconded Cr. MacAllister

CARRIED UNANIMOUSLY

At 08:39 pm Councillor Brian Beaumont returned to Council Chambers.

At 08:39 pm Councillor Susan Nichols returned to Council Chambers.

Director Gunn returned to the chambers at 8:26pm

9.12 DECEMBER QUATERLY BUDGET REVIEW - SECOND QUARTER 2022 - 2023

File Number: RPT/23/55

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Report Author: Bryce Watson - Accountant

Summary

A full analysis of Council's Income, Operating Expenditure and Capital Expenditure has been undertaken. A number of variations have been identified against the original budget as outlined in this report. Council's revenue and expenditure is reviewed on a quarterly basis to identify any potential areas requiring a variation.

If approved, the net result of variances for the December 2022 is an unfavourable operational variance of \$1,389,000 and a favourable capital variance of \$8,802,000 resulting in a total favourable budget variation of \$7,413,000.

Recommendation

That Council:

- Note the 2022/2023 Second Quarter Budget Review
- Note the proposed revised 2022/2023 Changes to Operational and Capital Expenditure.
- Resolve to amend the 2022/2023 budget in accordance with the changes recommended in the Quarterly Budget Review Statement for the period of 1 October to 31 December 2022.

Council Resolution

That Council:

- Note the 2022/2023 Second Quarter Budget Review
- Note the proposed revised 2022/2023 Changes to Operational and Capital Expenditure.
- Resolve to amend the 2022/2023 budget in accordance with the changes recommended in the Quarterly Budget Review Statement for the period of 1 October to 31 December 2022.

Moved Cr Cooper, Seconded Cr Crisp

CARRIED UNANIMOUSLY

9.13 QUARTERLY OPERATIONAL PLAN PROGRESS REPORT

File Number: RPT/23/54

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Report Author: Simon Rule - Director Finance and Policy

Summary

In accordance with the Local Government Integrated Planning and Reporting Framework, Council develops a Four Year Delivery Program and a One Year Operational Plan which details the actions to be undertaken by Council to implement the strategies established in the Community Strategic Plan.

The *Local Government Act 1993* requires that progress is reported to Council with respect to the principal actions detailed in its Operational Plan at least every six months. To better align with the Quarterly Budget Review Process, the Operational Plan progress report is also compiled on a quarterly basis.

New Actions added in the 2nd Quarter:

- 2.3.9 - Flood Preparation/Response works

The following Actions have been recommended to be deferred:

- 2.5.6 – Wetlands Standpipe Hardstand
- 3.5.6 - Crane Drive Stormwater
- 3.5.7 - Wilson Drainage Reserve
- 3.5.9 - Corbett Avenue Sewer Pump Station
- 3.5.10 - King Ridge Landscaping

Recommendation

That Council notes the Quarterly Operational Plan Progress Report

The Council approves the new additional action added and the deferment of five (5) actions as outlined in the report

Council Resolution

That Council notes the Quarterly Operational Plan Progress Report

The Council approves the new additional action added and the deferment of five (5) actions as outlined in the report

Moved Cr Linklater, Seconded Cr Beaumont

CARRIED UNANIMOUSLY

9.14 AFFIX SEAL FOR SALE OF LAND - DISPOSAL OF RIVERFRONT PARCEL

File Number: RPT/23/46

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Matthew Carlin - Director Health and Planning

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

This report seeks to complete the sale of land that is part of the Riverfront Parcel acquisition and disposal project. The parcel of land identified in the attached documents is a standalone consolidation where a riverfront parcel owned by Council is adjoined by a single landholder. The report is presented to Council to finalise this transaction.

Recommendation

That Council authorises the Mayor and Deputy Mayor to sign the Contract of Sale and affix the seal of the Wentworth Shire Council.

Council Resolution

That Council authorises the Mayor and Deputy Mayor to sign the Contract of Sale and affix the seal of the Wentworth Shire Council.

Moved Cr Crisp, Seconded Cr Cooper

CARRIED

For the Motion : ***Clr.s Cooper, Crisp, Elstone, Heywood, Linklater, MacAllister, Nichols and Rodda.***

Against the Motion: ***Clr. Beaumont.***

**9.15 DA2022/120 FIVE (5) DUAL OCCUPANCY UNITS WITH LOCKABLE CARPORTS
TAPIO AVENUE DARETON**

File Number: RPT/23/45

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Kerrie Copley - Planning Officer

Objective: 1.0 Wentworth Shire is a vibrant, growing and thriving Region
Strategy: 1.1 Promote the Shire as an ideal location for investment and the establishment of innovative, sustainable and diversified industries

At 09:00 pm Councillor Steve Cooper left the Council Chambers.

At 09:00 pm Councillor Tim Elstone left the Council Chambers.

Deputy Mayor Linklater assumed the chair

Summary

A development application (DA2022/120) was received by Council for change of use of commercial shops into five (5) dual occupancy units to be located at 24 Tapio Street PT6 Section 11 DP 758338 – 32 Tapio Street PT3 Section 11 DP 758338 and 36 Tapio Street PT3 Section 11 DP 758338 Dareton.

Under RU5 Village land use zoning of the *Wentworth Local Environmental Plan 2011 (WLEP 2011)*, dwelling houses are permitted with consent. The proposed development proposes to convert commercial buildings into 5 dual occupancy dwellings with lockable carports.

The application was publicly notified for 14 days as per the Council Community Participation Plan. During the public notification six (6) submissions were received by Council.

As per Council delegations, any development applications with three (3) or more submissions cannot be determined under delegated authority, and must be determined by Council.

Recommendation

1. That Council approve DA2022/120 being for converting existing commercial shops into 5 dual occupancy units with lockable carports located at 24 Tapio Street PT6 Section 11 DP 758338 – 32 Tapio Street PT3 Section 11 DP 758338 and 36 Tapio Street PT3 Section 11 DP 758338 Dareton.
2. Call a division in accordance with S375A of the Local Government Act 1993 (NSW)

1. That Council approve DA2022/120 being for converting existing commercial shops into 5 dual occupancy units with lockable carports located at 24 Tapio Street PT6 Section 11 DP 758338 – 32 Tapio Street PT3 Section 11 DP 758338 and 36 Tapio Street PT3 Section 11 DP 758338 Dareton.
2. Call a division in accordance with S375A of the Local Government Act 1993 (NSW)

Moved Cr Heywood Seconded Cr Beaumont**LOST**

In accordance with Section 375A of the Local Government Act the Mayor called for a division.

For the Motion : **Clr.s Heywood, Nichols and Linklater.**

Against the Motion: **Clr.s Beaumont, Crisp, MacAllister and Rodda.**

Council Resolution

That Council refuse DA2022/120 being for converting existing commercial shops into 5 dual occupancy units with lockable carports located at 24 Tapio Street PT6 Section 11 DP 758338 – 32 Tapio Street PT3 Section 11 DP 758338 and 36 Tapio Street PT3 Section 11 DP 758338 Dareton due to the location not being appropriate for residential development and given the high level of public objection to this proposal

Moved Cr Crisp, Seconded Cr Beaumont**CARRIED**

In accordance with Section 375A of the Local Government Act the Mayor called for a division.

For the Motion : **Clr.s Beaumont, Crisp, MacAllister and Rodda.**

Against the Motion: **Clr.s Heywood, Linklater and Nichols.**

At 09:24 pm Councillor Tim Elstone returned to Council Chambers.

At 09:24 pm Councillor Steve Cooper returned to Council Chambers.

Mayor Elstone resumed the chair

9.16 DELEGATED AUTHORITY APPROVALS AS AT END OF DECEMBER 2022

File Number: RPT/23/41

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Kerrie Copley - Planning Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural environment

Strategy: 3.1 Ensure our planning decisions and controls enable the community to benefit from development

Summary

For the month of December 2022, a total of fifteen (15) Development Applications and six (6) S4.55 Modification Applications were determined under delegated authority by the Director Health and Planning.

The estimated value of the determined developments was \$4,098,633.00. This brings the year to date total to one hundred & twelve (112) Development Applications and fifty (50) S4.55 applications approved, with an estimated development value of \$20,597,962.00.

Recommendation

That Council:

- a) Receives and notes the report for the Delegated Authority Approvals for the month of December 2022.
- b) Publicly notifies, for the purposes of Schedule 1 Division 4 Section 20 (2) of the Environmental Planning and Assessment Act 1979, the applications as listed in the attachment on the Wentworth Shire Council website.
- c) Calls a Division in accordance with S375A of the Local Government Act 1993 (NSW).

Council Resolution

That Council:

- a) Receives and notes the report for the Delegated Authority Approvals for the month of December 2022.
- b) Publicly notifies, for the purposes of Schedule 1 Division 4 Section 20 (2) of the Environmental Planning and Assessment Act 1979, the applications as listed in the attachment on the Wentworth Shire Council website.
- c) Calls a Division in accordance with S375A of the Local Government Act 1993 (NSW).

Moved Cr Linklater, Seconded Cr. MacAllister

CARRIED UNANIMOUSLY

In accordance with Section 375A of the Local Government Act the Mayor called for a division.

For the Motion : *Clr.s Beaumont, Cooper, Crisp, Elstone, Heywood, Linklater, MacAllister, Nichols and Rodda.*

Against the Motion: *Nil.*

Recess called at 9:25pm

Resumed meeting at 9:30pm

9.17 DELEGATED AUTHORITY APPROVALS AS AT END OF JANUARY 2023

File Number: RPT/23/43

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Kerrie Copley - Planning Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural environment

Strategy: 3.1 Ensure our planning decisions and controls enable the community to benefit from development

Summary

For the month of January 2023, a total of three (3) Development Applications and three (3) S4.55 Modification Applications were determined under delegated authority by the Director Health and Planning.

The estimated value of the determined developments was \$663,437.00. This brings the year to date total to three (3) Development Applications and three (3) S4.55 applications approved, with an estimated development value of \$663,437.00.

Recommendation

That Council:

- a) Receives and notes the report for the Delegated Authority Approvals for the month of January 2023.
- b) Publicly notifies, for the purposes of Schedule 1 Division 4 Section 20 (2) of the Environmental Planning and Assessment Act 1979, the applications as listed in the attachment on the Wentworth Shire Council website.
- c) Calls a Division in accordance with S375A of the Local Government Act 1993 (NSW).

Council Resolution

That Council:

- a) Receives and notes the report for the Delegated Authority Approvals for the month of January 2023.
- b) Publicly notifies, for the purposes of Schedule 1 Division 4 Section 20 (2) of the Environmental Planning and Assessment Act 1979, the applications as listed in the attachment on the Wentworth Shire Council website.
- c) Calls a Division in accordance with S375A of the Local Government Act 1993 (NSW).

Moved Cr Linklater, Seconded Cr Beaumont

CARRIED UNANIMOUSLY

In accordance with Section 375A of the Local Government Act the Mayor called for a division.

For the Motion : *Clr.s Beaumont, Cooper, Crisp, Elstone, Heywood, Linklater, MacAllister, Nichols and Rodda.*

Against the Motion: *Nil.*

9.18 PROJECT & WORKS UPDATE - FEBRUARY 2023

File Number: RPT/23/35

Responsible Officer: Geoff Gunn - Director Roads and Engineering

Responsible Division: Roads and Engineering

Reporting Officer: Jamie-Lee Kelly - Administration Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural environment

Strategy: 3.2 Ensure that community assets and public infrastructure are well maintained

Summary

This report provides a summary of the projects and major works undertaken by the Roads and Engineering Department which have been completed during the months of December 2022 and January 2023 and the planned activities for February 2023.

Recommendation

That Council receives and notes the major works undertaken in December 2022 and January 2023 and the scheduled works for the following month.

Council Resolution

That Council receives and notes the major works undertaken in December 2022 and January 2023 and the scheduled works for the following month.

Moved Cr. Heywood, Seconded Cr Cooper

CARRIED UNANIMOUSLY

10 NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

10.1 MURRAY STREET DEVELOPMENT

Cr Susan Nichols requested a update of the progress of the Murray Street development.

The General Manager advised the development is proceeding, the developer has engaged a design team and a construction certificate will be lodged in the near future.

10.2 SECOND BRIDGE

Cr Daniel Linklater asked if the draft Transport Strategy addressed the need for an alternate border crossing east of Gol Gol.

The Director of Roads & Engineering advised he met with representatives from Transport for NSW today regarding Far West Transport Strategy, a critical component of the strategy is a bridge crossing. The Draft Strategy will be provided after Easter for further comments from Council, Transport for NSW have also met with Mildura Rural City Council.

10.3 SUBCONTRACTORS TRAFFIC MANGEMENT PLAN

Cr Steve Cooper advised that subcontractors working on the road from Buronga to Wentworth were working without any signs hence not working with and or abiding to a Traffic Management Plan.

Director of Roads & Engineering advised he will follow up with the contractors.

10.4 LEVEE BANKS

Cr Steve Cooper requested that a levee bank be constructed to protect Wentworth Cemetery and grass grown over the bank to make it look attractive.

10.5 HARD RUBBISH

Cr Beaumont requested Council consider a hard rubbish collection every 12 months.

10.6 DISPOSAL OF SANDBAGS

Cr Jo Rodda enquired on the process that was in place for residents and businesses to dispose of their sandbags.

Director of Finance & Planning advised there are advertisements in the paper, Council website and Council's Facebook page requesting residents to register to dispose of flood waste. Sandbags are included.

10.7 WENTWORTH ROWING CLUB FORESHORE PARKING

Cr Brian Beaumont requested that Council investigate the possibility of parking being created at the back of the Rowing Club.

10.8 HISTORY POLICY

Cr Jane MacAllister enquired as to whether Council have a policy or procedure in relation to History.

The General Manager advised that Council does not have a history policy or procedure.

11 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

Despite the right of members of the public to attend meetings of a council, the council may choose to close to the public, parts of the meeting that involve the discussion or receipt of certain matters as prescribed under section 10A(2) of the Local Government Act.

With the exception of matters concerning particular individuals (other than councillors) (10A(2)(a)), matters involving the personal hardship of a resident or ratepayer (10A(2)(b)) or matters that would disclose a trade secret (10A(2)(d)(iii)), council must be satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

The Act requires council to close the meeting for only so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security being protected. (section 10B(1)(a))

Section 10A(4) of the Act provides that a council may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Section 10B(4) of the Act stipulates that for the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:-

- (a) a person may misinterpret or misunderstand the discussion, or
- (b) the discussion of the matter may -
 - (i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
 - (ii) cause a loss of confidence in the council or committee.

Recommendation

That Council adjourns into Closed Session, the recording of the meeting be suspended, and members of the press and public be excluded from the Closed Session, and that access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution.

This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:-

12.1 Sale of Land for unpaid Rates under Section 713 of the Local Government Act, 1993. (RPT/22/709)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (a) personnel matters concerning particular individuals (other than councillors).

12.2 PT2223/06 - Buronga Landfill Expansion Design Tender. (RPT/23/60)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it. On balance, the public interest in preserving the confidentiality of information about the item outweighs the public interest in maintaining openness and transparency in council decision-making.

12.3 PT2223/05 - Supply and Construct Amenities Blocks (Shire Wide). (RPT/23/72)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.4 Gol Gol East Raw Water Tender. (RPT/22/749)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

Council Resolution

That Council adjourns into Closed Session, the recording of the meeting be suspended, and members of the press and public be excluded from the Closed Session, and that access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution.

This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:

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12.2 PT2223/06 - Buronga Landfill Expansion Design Tender. (RPT/23/60)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it. On balance, the public interest in preserving the confidentiality of information about the item outweighs the public interest in maintaining openness and transparency in council decision-making. **12.3 PT2223/05 - Supply and Construct Amenities Blocks (Shire Wide). (RPT/23/72)**

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

12.4 Gol Gol East Raw Water Tender. (RPT/22/749)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

Moved Cr Linklater, Seconded Cr Cooper

CARRIED UNANIMOUSLY

12 OPEN COUNCIL - REPORT FROM CLOSED COUNCIL

12.1 SALE OF LAND FOR UNPAID RATES UNDER SECTION 713 OF THE LOCAL GOVERNMENT ACT, 1993

File Number: RPT/22/709

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Vanessa Lock - Finance Officer

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.3 An effective and efficient organisation

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (a) personnel matters concerning particular individuals (other than councillors).

The General Manager advised that Council resolved:

1. Pursuant to Section 713 and other relevant sections of the Local Government Act 1993, authorised sale proceedings to sell the properties listed in this report at a public auction at a time and place to be determined.
2. That Outstanding Collections (Aust) Pty Ltd (OSC) be appointed to administer the sale on Council's behalf.
3. To authorise Council staff and OSC to proceed with the necessary arrangements, pertaining to the sale of the properties listed in this report, as set out in the Local Government Act 1993 and Local Government (General) Regulation 2005.
4. Delegate authority to the General Manager to take the following actions pertaining to the properties specified in the report:
 - a. To withdraw from sale any property that prior to the commencement of the auction has had all Rates and charges, including expenses of Council incurred in connection with the sale, paid in full.
 - b. To withdraw any property from sale for technical or legal reasons.
 - c. To set reserve prices for sale of the properties at auction.
 - d. To negotiate by private treaty and accept offers for sale of any property that fails to sell at auction.
 - e. To execute Sale and Purchase contracts, and property transfer documents, under Council's Common Seal/or by the General Manager.

12.2 PT2223/06 - BURONGA LANDFILL EXPANSION DESIGN TENDER

File Number: RPT/23/60

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural environment

Strategy: 3.4 Use and manage our resources wisely

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it. On balance, the public interest in preserving the confidentiality of information about the item outweighs the public interest in maintaining openness and transparency in council decision-making.

The General Manager advised that Council in accordance with Section 178(1)(a) of the Local Government General (General) Regulation 2021, accepted the tender from Tonkin for Buronga Landfill Expansion Design to the value of \$339,163 (Inc GST) and delegated authority to the Mayor and General Manager to sign contract documentation and affix the Council Seal.

12.3 PT2223/05 - SUPPLY AND CONSTRUCT AMENITIES BLOCKS (SHIRE WIDE)

File Number: RPT/23/72

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Taygun Saritoprak - Project Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural environment

Strategy: 3.5 Infrastructure meets the needs of our growing Shire

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

The General Manager advised that Council in accordance with the provisions of the Local Government (General) Regulation 2021, section 178(1)(b) and 178(3) accepted the tender from Wall Construction Pty Ltd to supply and construct the amenities blocks through the 2023 calendar year for the sum of \$825,195.50 (ex GST); and authorised the Mayor and General Manager to sign the contract documentation and affix the Council Seal.

12.4 GOL GOL EAST RAW WATER TENDER

File Number: RPT/22/749

Responsible Officer: Geoff Gunn - Director Roads and Engineering

Responsible Division: Roads and Engineering

Reporting Officer: Jamie-Lee Kelly - Administration Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural environment

Strategy: 3.2 Ensure that community assets and public infrastructure are well maintained

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. On balance, the public interest in preserving the confidentiality of information about the tender outweighs the public interest in maintaining openness and transparency in council decision-making because disclosure of this information would reveal pricing and confidential information submitted via the tender process which if disclosed would prevent council from achieving its 'value for money' objectives.

The General Manager advised that Council in accordance with the provisions of the Local Government (General) Regulation 2021, Section 178(1)(a) accepted the tender for Contract 10052371, in the amount of \$724,465.40 inc GST submitted from Truedrive P/L t/a RDG Electrical and authorised the Mayor and General Manager to sign the contract documentation and affix the Council seal. That Council approved a variation to the 2022/23 Operational Plan to the value of \$724,465.40 ex GST which includes a contingency allowance of \$65,860 to be funded via the Water Fund

13 CONCLUSION OF THE MEETING

MEETING CLOSED 10:43PM

NEXT MEETING

15 March 2023

.....
CHAIR

6 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

6.1 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

File Number: RPT/23/136

Responsible Officer: Ken Ross - General Manager
 Responsible Division: Office of the General Manager
 Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

The Outstanding Actions report provides details of activities raised at previous Council meetings that remain outstanding.

Officer Recommendation

That Council receives and notes the list of outstanding matters as at 7 March 2023

Attachments

1. Outstanding Actions as of 7 March 2023 [↓](#)

Division: Committee: Ordinary Council Officer: Outstanding Action Items Report				Date From: Date To: Printed: Tuesday, 7 March 2023 8:41:36 AM	
Meeting	Item	Title	Item	Action Record (latest first)	
Ordinary Council 20/07/2022	10.5	Darling Street Pavers	Cr Brian Beaumont asked if Council should be focussing on the issue raised on Facebook with the pavers in Darling Street	06 Mar 2023 4:19pm Kalemkeridis, Lisa A report will be prepared for Council after the flood recovery is complete.	
Ordinary Council 20/07/2022	10.7	Long Bay Parking	Cr Brian Beaumont requested that Long Bay be parking be investigated in Wentworth directional including signage so Caravans are not parking in the main street.	06 Mar 2023 2:27pm Kalemkeridis, Lisa Enquiry has been presented at last Local Traffic Committee Meeting held 15.2.2023 long bay parking has not been warranted therefore has been closed as there is ample parking in side streets.	
Ordinary Council 26/10/2022	10.1	Solar Panels	Cr Susan Nichols requested that Council look into installing solar panels on Council buildings.	03 Mar 2023 2:15pm Peel, Tania General Manager met with designers and project team investigation is continuing.	
Ordinary Council 26/10/2022	10.3	Missing gutter	Cr Daniel Linklater advised that the missing kerb at 74-78 Wood Street hasn't been replaced and it was advised it would be completed before the end of the year.	06 Mar 2023 2:31pm Kalemkeridis, Lisa Civil Works team have scheduled this for May 2023.	
Ordinary Council 26/10/2022	10.5	Bottle Bend Signage	Cr Jane MacAllister asked if Council could contact the appropriate Authority to get the green Bottle Bend sign changed to a brown sign with a camping logo and a boat ramp logo	06 Mar 2023 2:29pm Kalemkeridis, Lisa New sign has been installed. No further action required. Action complete.	
Ordinary Council 16/11/2022	10.1	PS RUBY	Cr Brian Beaumont requested that the future of the PS Ruby be placed back on the outstanding action list to be discussed at a future meeting.	03 Mar 2023 2:17pm Peel, Tania To be discussed at a future meeting after the flood event and recovery is complete	
Ordinary Council 16/11/2022	10.4	GOL GOL Water Tower	Cr Jo Rodda asked if the Gol Gol water tower could be used for a mural. The General Manager advised that it wasn't the first time a request had been made however there were some issues when it was investigated due to the tower location close to the highway and parking issues.	07 Mar 2023 8:35am Stockman, Lexi Awaiting response from Transport for NSW	

Division: Ordinary Council		Date From:	
Committee:		Date To:	
Officer:		Printed: Tuesday, 7 March 2023 8:41:36 AM	
Outstanding Action Items Report			

Ordinary Council 16/11/2022	10.6	<i>Peforming arts looking for a home</i>	<p>Cr Jane MacAllister asked if Council could consider providing a suitable venue for three performing arts groups who currently have no venue. She advised this could be three extra user groups for Wentworth Shire Council.</p> <p>The General Manager advised he had already met with one group who have a Concept Plan for a building which would fit the need for the groups.</p>	<p>03 Mar 2023 2:55pm Marsden, Gayle</p> <p>Meeting held with theatre group and Planning. Advised group of Crown Land constraints. They are going to investigate some options that were discussed. No further action from Council until the group come back with options.</p>
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7 MAYORAL AND COUNCILLOR REPORTS

7.1 MAYORAL REPORT

File Number: RPT/23/107

Summary

The purpose of this report is to advise Council of meetings, conferences and appointments undertaken by Mayor Elstone for the period of 15 February 2023 – 14 March 2023.

Recommendation

That Council receives and notes the information contained in the Mayoral report.

Report

The following table lists the meetings attended by Mayor Elstone for the period of 15 February 2023 – 14 March 2023.

Date	Meeting	Location
15 Feb 2023	Ordinary Council Meeting	Wentworth
22 Feb 2023	Advisory meeting	Wentworth
23 Feb 2023	Leave of absence 23 February – 5 March 2023	
28 Feb 2023	Seniors Week Morning Tea – Deputy Mayor	Inland Botanic Gardens
7 March 2023	Mayoral Meeting	Wentworth

Attachments

Nil

8 REPORTS FROM COMMITTEES

8.1 AUDIT, RISK AND IMPROVEMENT COMMITTEE

File Number: RPT/23/130

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

A meeting of the Audit, Risk and Improvement Committee was held on 3 February 2023 and the draft Minutes of the meeting are attached to this report for the information of Councillors.

The Committee considered the following item of business:

- Good Governance Framework
- Policy Framework
- Fraud Control Framework
- Child Safety Policy and Action Plan
- Modern Slavery Requirement Update
- Management Letter and Audit Close Out
- Internal Audit Function
- Budget Update
- Quarterly Operational Plan Progress Report
- September Quarterly Budget Review – Second Quarter 2022-2023

The Committee has requested that the Reporting Officer seek a number of resolutions from Council in relation to the items considered.

Officer Recommendation

- a) That Council receive and note the draft minutes of the Audit, Risk and Improvement Committee Meeting held on 3 February 2023;
- b) That Council adopt the Good Governance Framework;
- c) That Council adopt the revised Fraud Control Policy; and
- d) That Council endorse the draft Child Protection Policy and place it on public exhibition.

Additional Information

A meeting of the Audit, Risk & Improvement Committee was held on 3 February 2023. The Committee considered the following item of business:

Good Governance Framework

A governance framework sets the foundations for all the other frameworks and business operations. Governance is an important concept and impacts on all sectors of the community. The practice of good governance is increasingly seen as critical for ensuring that:

- Council meets its legal and ethical obligations;
- Council makes decisions that are consultative and are in the best interests of all stakeholders;
- Council provides transparency and accountability for all its actions; and
- Council reviews and improves the services provided to the community.

It involves continually embedding the right practices in the right way into Council, and understanding that everyone plays a role in this. Through this, overall performance will be improved and Council will deliver better value to the community.

The Committee recommended that Council endorse the Good Governance Framework.

Policy Framework

This is an operational document that provides guidance to staff on the development of policies that are consistent with legal obligations, does not duplicate legislation or regulations and provides a guide for the development of supporting documentation for policies including procedures and manuals.

The Committee recommended that the General Manager approve the Policy Framework

Fraud Control Framework

Section 428A(2) of the *Local Government Act 1993* (NSW) requires that the Committee keep under review the fraud control aspect of Council's operations by ensuring that Council has an effective fraud control framework in place that minimises the incidences of fraud and corruption.

The role of the Committee is to review and advise Council on the adequacy and effectiveness of Council's fraud and corruption prevention framework.

In preparing the report for the Committee the Director Finance and Policy and the Governance Officer took the opportunity to review the Fraud Control Policy and the Fraud Control Plan. As part of that review some minor administrative amendments were made to both documents.

The Committee recommended that Council notes that the Committee is satisfied with the current effectiveness of the Fraud Control and Corruption Framework.

The Committee recommended that Council adopt the revised Fraud Control Policy.

The Committee recommended that the General Manager approve the revised Fraud Control Plan.

Child Safety Policy and Action Plan

A key outcome of the NSW Governments reforms arising from the findings of the National Royal Commission into Institutional Responses to Child Sexual Abuse has been the introduction of new legislation and the adoption in NSW of the 10 Child Safe Standards.

The new legislation and standards require Council to adopt a Child Protection Policy to ensure compliance with legislation, committing to providing and actively promoting a safe environment for children and young people.

An action plan has been developed to support building Council capability and implementation of the standards.

The Committee recommended that Council endorse the draft Child Protection Policy and place it on public exhibition.

Modern Slavery Requirements Update

The commencement of the *Modern Slavery Act 2018* (NSW) (the Act) introduced new obligations for councils under the Local Government Act relating to modern slavery.

Commencing from 2022/2023 financial year Council will be required to publish in its Annual Report:

- A statement of the action taken by Council in relation to any issues raised by the Anti-Slavery Commissioner during the year concerning the operations of Council and identified by the Commissioner as being a significant issue; and
- A statement of steps taken to ensure that goods and services procured by and for Council during the year were not the product of modern slavery within the meaning of the Act.

Council has commenced steps to ensure that goods and services procured by and for Council are not the product of modern slavery within the meaning of the Act.

The Committee noted the report.

Management Letter and Audit Close Out

Council's 2021/2022 Annual Financial Statements were lodged with the Office of Local Government on 14 November 22 and were presented to the public as required by the *Local Government Act 1993* (NSW) at the December 2022 Ordinary Council meeting.

The NSW Audit Office issued its Management Letter in relation to the audit of the 2021/2022 Annual Financial Statements in December 2022. The Management Letter contained no new issues and five (5) outstanding matters. Two (2) of those matters have since been resolved.

Representatives of the NSW Audit Office and the service provider Nexia Sydney were invited to attend the meeting to talk to the Management Letter and the conduct of the audit report, however both were unable to attend the meeting.

Internal Audit Function

The guidelines for Risk Management and Internal Audit for local councils in NSW requires the Director Finance and Policy as Council's Chief Audit Executive to consult with the Committee regarding the appropriateness of the skills, knowledge and experience of an external internal audit provider before they are engaged by Council.

Council has undertaken a public Expression of Interest during December 2022 seeking suitably experienced and qualified providers to undertake Council's Internal Audit function. Council received three (3) submissions.

A discussion was held with the Committee on the strength and weaknesses of each of the submissions.

Referee checks are currently being completed with a view to appointing a successful provider by the end of March.

Budget Update

A verbal update on the status of the 2023/2024 budget preparation was provided to the Committee. An updated report will be provided to the April Committee meeting.

The same presentation was given to Council at its advisory meeting held on 22 March.

Quarterly Operational Plan Progress Report

The *Guidelines for Risk Management and Internal Audit for Local Government in NSW* identifies one of the core responsibilities of the Committee is review and advise Council on the following:

- If appropriate reporting and monitoring mechanisms are in place to measure progress against objectives; and
- Whether Council is successfully implementing and achieving its IP&R objectives and strategies.

This agenda item was reported to Council at the Ordinary Council meeting held on 15 February 2023.

September Quarterly Budget Review – Second Quarter 2022-2023

The purpose of this report is to provide the Audit Committee and Council with information on the 2022 – 2023 Budget position, proposing amendments where required and also provide an overview of Council's current year financial performance in relation to the adopted budget and key indicators.

This report is prepared in accordance with S407 (1) of the *Local Government Act 1993*, *Clause 203(1) of the Local Government (General) Regulation 2021* and Council's 2022-2023 Operational Plan.

The Audit, Risk and Improvement Committee have a responsibility to review and advise Council on financial management requirements.

This agenda item was reported to Council at the Ordinary Council meeting held on 15 February 2023.

Attachments

1. Minutes - Audit, Risk and Improvement Committee 03 February 2023[↓](#)
2. Good Governance Framework[↓](#)
3. Revised Fraud Control Policy[↓](#)
4. Draft Child Protection Policy[↓](#)



**AUDIT, RISK AND IMPROVEMENT
COMMITTEE MEETING
MINUTES**

3 FEBRUARY 2023

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

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AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES

3 FEBRUARY 2023

1 OPENING OF MEETING

The meeting opened at 11: 09 am.

2 PRESENT

MEMBERS

Roseanne Kava (Chair)

Diane Schmidt

Caroline Smith

Councillor Brian Beaumont (Non-Voting)

STAFF (non- voting members)

Ken Ross (General Manager)

Simon Rule (Director Finance and Policy)

Gayle Marsden (Executive Assistant General Manager)

3 APOLOGIES

Caroline Smith

Manuel Moncada – NSW Audit Office

Brett Hangar – NEXIA Australia

4 DECLARATIONS OF PECUNIARY INTEREST AND CONFLICTS OF INTEREST

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Recommendation

That the Minutes of the Audit, Risk and Improvement Committee Meeting held 28 October 2022 be confirmed as circulated.

Committee Resolution

That the Minutes of the Audit, Risk and Improvement Committee Meeting held 28 October 2022 be confirmed as circulated.

Moved DS Schmidt, Seconded RK Kava

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

6 OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

6.1 OUTSTANDING ITEMS REPORT

File Number: RPT/22/700

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Simon Rule - Director Finance and Policy

Objective: 1.0 Wentworth Shire is a vibrant, growing and thriving Region

Strategy: 1.2 Promote the Wentworth Region as a desirable visitor and tourism destination

Summary

The Outstanding Actions report provides details and status of activities raised at previous Committee meetings.

Officer Recommendation

That the Committee notes the list of outstanding action items.

Committee Resolution

That the Committee notes the list of outstanding action items.

Moved DS Schmidt, Seconded RK Kava

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7 REPORTS**7.1 GOOD GOVERNANCE FRAMEWORK**

File Number: RPT/22/765

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

The public expect that Wentworth Shire Council is governed in a way that is to the highest standards of integrity, transparency and accountability. Good governance promotes public confidence in Council. The better Council is governed, the better it performs and the more satisfied the public will be. Sound governance is paramount to service delivery and the economic and efficient use of public money. The Good Governance Framework outlines the mechanisms that Council has or is currently embedding to ensure good governance is at the core of Wentworth Shire Council's work.

A governance framework sets the foundations for all the other frameworks and business operations. Governance is an important concept and impacts on all sectors of the community. The practice of good governance is increasingly seen as critical for ensuring that:

- Council meets its legal and ethical obligations;
- Council makes decisions that are consultative and are in the best interests of all stakeholders;
- Council provides transparency and accountability for all its actions; and
- Council reviews and improves the services provided to the community.

It involves continually embedding the right practices in the right way into Council, and understanding that everyone plays a role in this. Through this, overall performance will be improved and Council will deliver better value to the community.

The Annual Work Plan for the Committee has identified this action as requiring Committee Endorsement/Recommendation/Action. The reporting officer recommends that the Committee recommend that Council endorses the framework.

Recommendation

The Committee recommends that Council endorses the Good Governance Framework

Committee Resolution

The Committee recommends that Council endorses the Good Governance Framework

Moved DS Schmidt, Seconded RK Kava

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.2 POLICY FRAMEWORK

File Number: RPT/22/766

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

It is proposed that this Manual will be an operational document to govern operations and practices in line with the principles of good governance and achieving best practice. The objective of the Framework is to provide guidance for the development of policies that are consistent with legal obligations, does not duplicate legislation or regulations and provides a guide for the development of supporting documentation for policies including procedures and manuals

Recommendation

The Committee recommends that Council notes the report.

The Committee endorses the framework and recommends that it be approved by the General Manager.

Committee Resolution

The Committee recommends that Council notes the report.

The Committee endorses the framework and recommends that it be approved by the General Manager.

Moved DS Schmidt, Seconded RK Kava

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.3 FRAUD CONTROL FRAMEWORK

File Number: RPT/22/767

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

Section 428A(2) of the *Local Government Act 1993* (NSW) requires that the Committee keep under review the fraud control aspect of Council's operations by ensuring that Council has an effective fraud control framework in place that minimises the incidence of fraud and corruption.

The role of the Committee is to review and advise Council of the adequacy and effectiveness of Council's fraud and corruption prevention framework and activities, including whether Council has appropriate processes and systems in place to capture and effectively investigate fraud-related information.

Council's Fraud Control and Corruption Framework include the following:

- Fraud Control Policy – Council Policy
- Fraud Control Plan – Operational Policy
- Fraud Risk Assessment

In line with the requirements of the Act and the Guidelines for Risk Management and Internal Audit for Local Government in NSW this action has been identified as Committee Accountability/Monitoring requirement where the Committee is to ensure that it is satisfied with the processes and systems in place.

Recommendation

That the Committee recommends that Council notes the effectiveness of the Fraud Control & Corruption Framework.

That the Committee endorse the revised Fraud Control Policy and recommends that it be adopted by Council

That the Committee endorse the revised Fraud Control Plan and recommends that it be approved by the General Manager.

Committee Resolution

That the Committee recommends that Council notes the effectiveness of the Fraud Control & Corruption Framework.

That the Committee endorse the revised Fraud Control Policy and recommends that it be adopted by Council

That the Committee endorse the revised Fraud Control Plan and recommends that it be approved by the General Manager.

Moved DS Schmidt, Seconded RK Kava

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.4 CHILD SAFETY POLICY AND ACTION PLAN

File Number: RPT/22/768

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

A key outcome of NSW Government reforms arising from the findings of the *National Royal Commission into Institutional Responses to Child Sexual Abuse* has been the introduction of new legislation and the adoption in NSW of the 10 Child Safe Standards. The NSW Office of the Children's Guardian (OCG) implements the Child Safe Scheme which commenced on 1 February 2022 requiring all Councils to become 'child-safe' organisations and use the Standards through their systems, policies and processes.

Council has drafted a Child Protection Policy to ensure compliance with the child protection legislation, committing to providing and actively promoting a safe environment for children and young people. An action plan has been developed to support building our capability and implementation of the standards.

Council is referring the Child Protection Policy, together with the proposed action plan, to the Committee to note prior to referring the Policy to Council.

Recommendation

That the Committee endorses the Child Protection Policy and recommends that Council adopts the Policy in draft prior to placing it on public exhibition.

Committee Resolution

That the Committee endorses the Child Protection Policy and recommends that Council adopts the Policy in draft prior to placing it on public exhibition.

Moved RK Kava, Seconded DS Schmidt

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.5 MODERN SLAVERY REQUIREMENTS UPDATE

File Number: RPT/22/769

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

The commencement of the *Modern Slavery Act 2018 (NSW)* introduced new obligations for councils under the Local Government Act 1993 relating to modern slavery.

'Modern Slavery' is defined in the *Modern Slavery Act 2018 (NSW)* as any conduct constituting a modern slavery offence within the meaning of that Act and any conduct involving the use of any form of slavery, servitude or forced labour to exploit children or other persons taking place in the supply chains of organisations. It includes deceptive recruiting for labour or services.

Commencing from the 2022/23 financial year Council will be required to publish in its annual report:

- A statement of the action taken by the Council in relation to any issue raised by the Anti-slavery Commissioner during the year concerning the operations of Council and identified by the Commissioner as being a significant issue, and
- A statement of steps taken to ensure that goods and services procured by and for Council during the year were not the product of modern slavery within the meaning of the *Modern Slavery Act 2018 (NSW)*.

Council has commenced steps to ensure that goods and services procured by and for Council are not the product of modern slavery within the meaning of the *Modern Slavery Act 2018 (NSW)*.

Recommendation

The Committee recommends that Council notes that steps are being taken to ensure that goods and services procured by and for Council are not the product of modern slavery within the meaning of the *Modern Slavery Act 2018 (NSW)*, in accordance with that legislation.

Committee Resolution

The Committee recommends that Council notes that steps are being taken to ensure that goods and services procured by and for Council are not the product of modern slavery within the meaning of the *Modern Slavery Act 2018 (NSW)*, in accordance with that legislation.

Moved RK Kava, Seconded DS Schmidt

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.6 MANAGEMENT LETTER AND AUDIT CLOSE OUT

File Number: RPT/22/773

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

Council's 2021/2022 Annual Financial Statements were lodged with the Office of Local Government (OLG) on 14 November 2022. Based on discussion with the Audit Office and audit service provider Nexia Australia, Council sought an extension to the lodgment date from the OLG to the 14 November 2022. The request for the extension was granted.

The Audit Office issued its Management Letter in relation to the audit of the 2021/2022 Annual Financial Statements in December 2022. The Management Letter contained no new issues and five (5) outstanding issues.

Recommendation

The Committee recommends that Council notes the report

Committee Resolution

The Committee recommends that Council notes the report

Moved DS Schmidt, Seconded RK Kava

CARRIED UNANIMOUSLY

The Chair adjourned the meeting at 12:24pm

The meeting resumed at 12:29pm

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.7 INTERNAL AUDIT FUNCTION

File Number: RPT/22/774

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

At the Audit Risk and Improvement Committee Meeting held on 28 October 2022, the Committee endorsed the draft Internal Audit Charter which specified that Council's preferred option was to outsource its Internal Audit function to an external provider. The draft Charter was then endorsed by Council at its Ordinary Council held on 14 December 2022.

The Director Finance & Policy as the Chief Audit Executive and the head of the outsourced internal audit function is required to consult with the Committee regarding the appropriateness of the skills, knowledge and experience of external providers before they are engaged by Council.

Council undertook a public Expression of Interest process during December 2022 seeking suitably experienced and qualified providers to undertake Councils Internal Audit function for a period of three (3) years. Council received three (3) submissions.

Recommendation

The Committee recommends that Council notes the report.

Committee Resolution

The Committee recommends that Council notes the report.

Moved RK Kava, Seconded DS Schmidt

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.8 BUDGET UPDATE

File Number: RPT/22/771

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

The Director Finance & Policy and the Financial Accountant will provide the Committee with a verbal update on the status of 2023/2024 budget preparation.

This action was identified as a Committee Accountability or Monitoring requirement with the Committee to ensure that it is satisfied with the process and systems in place.

Recommendation

The Committee recommends that Council note the report.

Committee Resolution

The Committee recommends that Council note the report.

Moved DS Schmidt, Seconded RK Kava

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.9 QUARTERLY OPERATIONAL PLAN PROGRESS REPORT

File Number: RPT/22/772

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Simon Rule - Director Finance and Policy

Summary

In accordance with the Local Government Integrated Planning and Reporting Framework, Council develops a Four Year Delivery Program and a One Year Operational Plan which details the actions to be undertaken by Council to implement the strategies established in the Community Strategic Plan.

The *Local Government Act 1993* requires that progress is reported to Council with respect to the principal actions detailed in its Operational Plan at least every six months. To better align with the Quarterly Budget Review Process, the Operational Plan progress report is also compiled on a quarterly basis.

New Actions added in the 2nd Quarter:

- 2.3.9 - Flood Preparation/Response works

The following Actions have been recommended to be deferred:

- 2.5.6 – Wetlands Standpipe Hardstand
- 3.5.6 - Crane Drive Stormwater
- 3.5.7 - Wilson Drainage Reserve
- 3.5.9 - Corbett Avenue Sewer Pump Station
- 3.5.10 - King Ridge Landscaping

Recommendation

That the Committee receives and notes the report

The Committee recommends that Council notes the Quarterly Operational Plan Progress Report

Committee Resolution

That the Committee receives and notes the report

The Committee recommends that Council notes the Quarterly Operational Plan Progress Report

Moved DS Schmidt, Seconded RK Kava

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES 3 FEBRUARY 2023

7.10 DECEMBER QUATERLY BUDGET REVIEW - SECOND QUARTER 2022 - 2023

File Number: RPT/23/27

Responsible Officer: Simon Rule - Director Finance and Policy
Responsible Division: Finance and Policy
Report Author: Bryce Watson - Accountant

Summary

A full analysis of Council's Income, Operating Expenditure and Capital Expenditure has been undertaken. A number of variations have been identified against the original budget as outlined in this report. Council's revenue and expenditure is reviewed on a quarterly basis to identify any potential areas requiring a variation.

If approved, the net result of variances for the December 2022 is an unfavourable operational variance of \$1,389,000 and a favourable capital variance of \$8,802,000 resulting in a total favourable budget variation of \$7,413,000.

Recommendation

The Committee recommends that Council:

- Note the 2022/2023 Second Quarter Budget Review
- Note the proposed revised 2022/2023 Changes to Operational and Capital Expenditure.
- Resolve to amend the 2022/2023 budget in accordance with the changes recommended in the Quarterly Budget Review Statement for the period of 1 October to 31 December 2022.

Committee Resolution

The Committee recommends that Council:

- Note the 2022/2023 Second Quarter Budget Review
- Note the proposed revised 2022/2023 Changes to Operational and Capital Expenditure.
- Resolve to amend the 2022/2023 budget in accordance with the changes recommended in the Quarterly Budget Review Statement for the period of 1 October to 31 December 2022.

Moved RK Kava, Seconded DS Schmidt

CARRIED UNANIMOUSLY

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES

3 FEBRUARY 2023

8 ACTIONS

8.1 CHILD SAFE POLICY

Diane Schmidt requested a progress report each meeting on the implementation of the Child Safe Policy.

8.2 ADMINISTRATIVE CHANGES

Rosanne Kava requested that all administrative word changes to policies be actioned.

8.3 ANNUAL WORK PLAN

Diane Schmidt requested that annual work plan be included in the agenda for each meeting going forward

9 NEXT MEETING

21 April 2023

10 CLOSURE

The meeting was declared closed at 1:17 pm.

Wentworth Shire Council's Good Governance Framework

Scope

This guide has been developed as a resource for the Mayor and Councillors, employees of Wentworth Shire Council and the community.

Objective

This guide, the Wentworth Shire Council Good Governance Framework, is intended to be used as a resource to build a practical understanding and promote the value of good governance practices. Examples of ways in which good governance is currently being embedded into Council's operations has been outlined in the Framework. It is hoped that this Framework will help build a better understanding of, and further promote and enhance good governance in, Council. This will ensure we are successful in delivering the best possible service to the ratepayers and the Wentworth Shire community to whom we are ultimately accountable.

1. The Governance Framework

Purpose

This Good Governance Framework has been prepared to ensure our compliance with all relevant legislation including the *Local Government Act 1993 (The Act)* and in the pursuit of best practice as a democratic local government. Good governance is integral to the operations and performance of every organisation. Council aims to implement good governance in order to deliver both compliance and performance. Compliance and integrity are outcomes of an organisation meeting its obligations and is made sustainable by embedding it in the culture of the organisation and in the behaviour and attitude of people working for it. This Framework is an overview of the Governance program that has been put in place so that Council officials can meet their governance responsibilities. It also enables our community and stakeholders to understand Council's governance framework and demonstrates how all people associated with the Wentworth Shire Council can participate.

Governance Defined

Governance is defined as the act of governance, which encompasses all the relevant legislation, regulations, policies, procedures, guidance, systems, rules and processes for making and implementing decisions that define expectations, delegates and grants powers or outlines expectations of performance. It is the process by which decisions are taken and implemented, the process by which organisations go about achieving their goals and producing their outputs and the process by which organisations are directed, controlled and held to account. Governance is how Council ensures and enhances good governance principles throughout our organisation, in order to maintain trust and confidence of the community.

Governance can be seen as encompassing:

- Authority
- Accountability
- Stewardship
- Leadership

- Ethics and Values
- Culture.

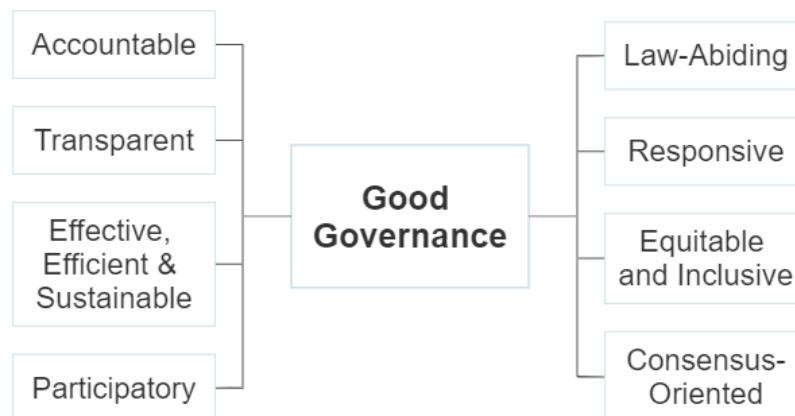
About Good Governance

The principles and practices of good governance plot the specific processes of decision-making by which Council is directed, controlled and held to account. Good governance ensures that Council is able to manage its many complex responsibilities effectively in the best interests of the community. It is more than just complying with minimum requirements and having clear documented arrangements in place. It involves continually embedding the right practices in the right way into Council, and understanding that everyone plays a role in this. Through this, overall performance will be improved and Council will deliver better value to the community.

Governance is an important concept and impacts on all sectors of the community. The practice of good governance is increasingly seen as critical for ensuring that:

- Council meets its legal and ethical obligations;
- Council makes decisions that are consultative and are in the best interests of all stakeholders;
- Council provides transparency and accountability for all its actions; and
- Council continuously reviews and improves the services provided to the community.

Good governance is defined by the following eight principles:

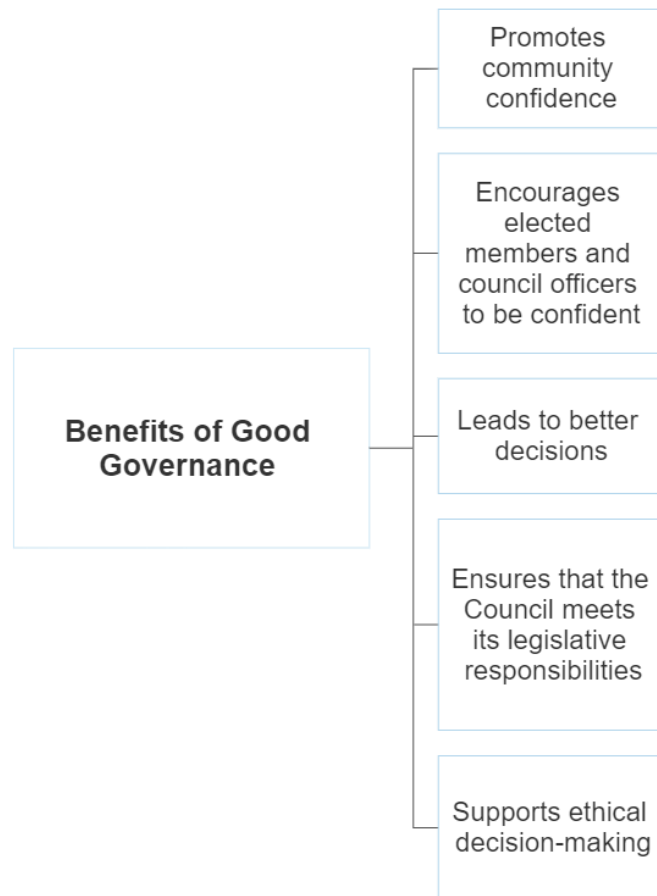


1. Good Governance is accountable:
Accountability is vital. Council has an obligation to report, explain and be answerable for the consequences of decisions we have made on behalf of our community.
2. Good Governance is transparent:
The Community and stakeholders should be able to follow and understand our decision-making processes. This means they will be able to clearly see how and why a decision was made, what information, advice and consultation Council considered, and which legislative requirements (when relevant) Council followed.
3. Good Governance is law-abiding:
Council must ensure compliance with basic legal obligations, and further to this, that we act with the highest ethical standards. This means that decisions are consistent with relevant legislation and are within the powers of Council.

4. Good Governance is responsive:
Council will always try to serve the needs of the entire community while balancing conflicting interests in an appropriate, timely and responsive manner.
5. Good Governance is equitable and inclusive:
Community members should be able to see and understand where their interests have been considered in council's decision-making process. This means that all groups, particularly the most vulnerable, should have opportunities to participate in the process.
6. Good Governance is effective, efficient and sustainable:
Council should implement decisions and follow processes that make the best use of available staff, resources and time, to ensure the best possible results for our community. This means carrying out meaningful community engagement and fostering positive relationships both internally and externally with our community.
7. Good Governance is participatory:
Anyone affected by or interested in a decision, should have an opportunity to participate in the process for making that decision, whether this is by being provided with information, or consultation to provide them with opportunity to give their opinion or recommendations.
8. Good Governance is consensus-oriented:
Wherever possible, good governance involves taking into account the different views and interests in the community to reach a majority position on what is in the best interests of the whole community, and how it can be achieved.

Why is Good Governance Important to Council?

Good governance has the following benefits:



- Promotes community confidence
People are more likely to have confidence in their Council if decisions are made in a transparent and accountable way. This helps people feel that Council will act in the community's overall interest, regardless of differing opinions. It also encourages Council to remember that it is acting on behalf of their community.
- Encourages elected members and Council officers to be confident
Elected members and Council officers will feel better about their involvement when good governance is practised. Councillors will be more confident that they are across the issues, that they can trust the advice they are given, that their views will be respected even if everyone doesn't agree with them, and that the Council chamber is a safe place for debate and decision making. Staff will feel more confident in providing frank and fearless advice which is acknowledged and respected by Councillors.
- Leads to better decisions
Decisions that are informed by good information and data, by stakeholder views, and by open and honest debate will generally reflect the broad interests of the community. This does not assume that everyone will think each decision is the right one. But members of the community are more likely to accept the outcomes if the process has been robust, even if they don't agree with the decision.
- Ensures that Council meets its legislative responsibilities

When decision-making is open and able to be followed by observers, it is easier for others to see the extent to which Council has complied with the relevant legal requirements

- **Supports ethical decision-making**

Good governance creates an environment where Councillors and Council officers ask themselves ‘what is the right thing to do?’ when making decisions. Making choices and having to account for them in an open and transparent way encourages honest consideration of the choices facing those in the governance process.

Good governance must be accompanied by a good governance culture - the attitudes, values, beliefs and behaviours of Council’s leaders must support good governance. This will result in Council, the General Manager, employees and the Community being confident that Council is being run efficiently, is sustainable and is carrying out the objectives, policies and plans of Council.

The Consequences of Poor Governance

It is important to understand that the results of poor governance can pave the way for a range of undesirable and potentially corrupt and criminal conduct that can significantly impact on the people within Council and also the community. Damage to Council’s reputation and the community’s level of trust are understated consequences of poor governance.

Poor governance practices can result in:

- inefficient operations of Council and a reduction in services to the community;
- policies and procedures that are not followed appropriately or completely ignored;
- more opportunities for fraudulent behaviour from a lack of controls in place;
- allowing poor practice or performance to go undetected or not addressed;
- misuse of public funds and assets for personal benefit, which takes away from the community;
- toxic cultures to exist resulting in personal costs that are difficult to accurately measure, such as, high turnover, increased sick leave, stress, anxiety and the triggering of other mental health issues and destructive behaviours;
- loss of confidence by staff when making decisions ;
- low levels of confidence in action being taken with regard to reporting of undesirable, corrupt or fraudulent behaviour due to fear of personal consequences (such as loss of employment);
- decisions being made based on biased and incomplete information that do not hold up to public scrutiny;
- lack of public trust and associated poor media coverage and reputational damage to Council; and
- dysfunction in working relationships and other undesirable behaviours such as bullying, harassment or poor communications.

What Does Good Governance Mean in Practice?

In practice, Good Governance is about:

- maintaining high ethical standards;

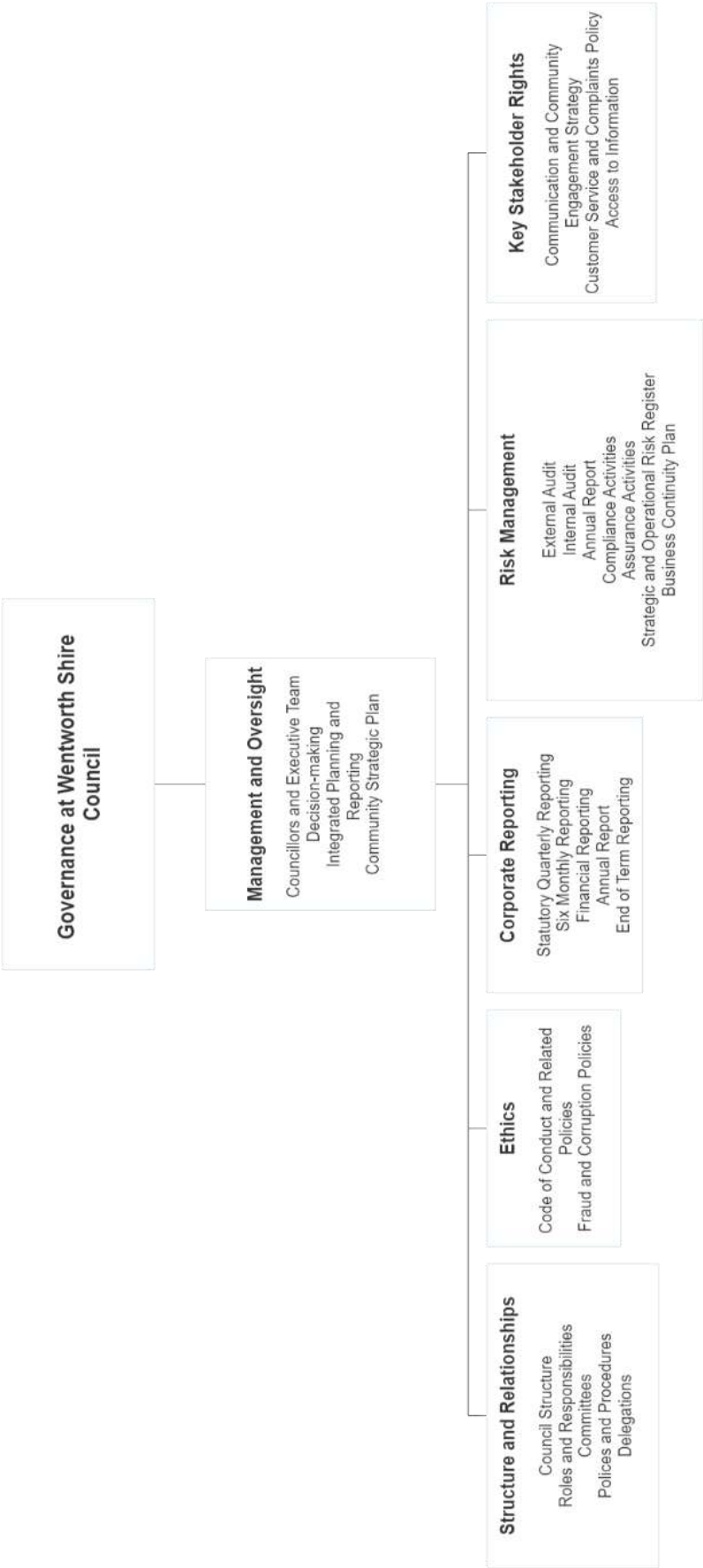
- understanding your role in local government;
- fostering respectful relationships;
- undertaking effective strategic planning and performance monitoring;
- implementing robust risk management;
- practicing fair and transparent decision-making;
- complying with relevant legislation; and
- committing to continuous improvement.

2. Our Governance Framework in Action

Council is a dynamic organisation providing many different services to residents of and visitors to the Wentworth Shire. It is important to view our day-to-day activities through the lens of good governance by recognising different activities, policies, procedures and frameworks provide opportunity to demonstrate strong governance and leadership in facilitating good decision-making and management.

Governance should be recognised through the implementation of processes and procedures that demonstrate transparency and accountability. Governance is accompanied by a good governance culture whereby attitudes, values, beliefs, and behaviours of leaders must set the standard and be reflected in roles and responsibilities.

Council’s Governance Framework is summarised in the figure below:



Our Culture and Values

Good governance is reflected in the values and behaviours of Council. Our values guide our behaviours. Council's staff are custodians of public trust and confidence. In recognising this, Council is committed to building a high-performing culture built on the values of honesty and integrity, accountability and transparency, respect, quality, and commitment. These values guide staff in how they work, interact with each other and the community, and make decisions.

Our Values	Our Behaviour
Honesty and Integrity	We deliver on commitments. We act ethically.
Accountability and Transparency	We take responsibility for our actions and speak up respectfully. We communicate openly and respectfully with our community.
Respect	We act professionally towards our community and our colleagues.
Quality	We do our best to provide the highest standard of goods and services to our community.
Commitment	We are responsive to the needs of our community and always look for ways to better serve our community. We are dedicated to fulfilling the Shire's vision and goals.

3. Wentworth Shire Council Good Governance Framework

Wentworth Shire Council's Good Governance Framework aims to provide proper and democratic government to the residents, ratepayers, visitors and workers who interact with our Local Government Area.

Our Framework provides guidance on processes associated with decision making by which Council is directed, controlled and held to account. Council utilises several mechanisms within the framework to implement good governance - these are discussed below and summarised in the chart over the page.

1: Management and Oversight

For Council to demonstrate good governance, there needs to be a clear understanding about roles, responsibility and accountability.

Leadership

Council is governed by nine Councillors, including the Mayor. The role of the Mayor is prescribed in Section 226 of the NSW Local Government Act 1993 (the Act). The Mayor is elected by his / her peers and serves for a period of two (2) years.

The role of the Mayor is:

- to exercise, in cases of necessity, the policy-making functions of the governing body of Council between meetings of Council;
- to exercise such other functions of Council as Council determines;
- to preside at meetings of Council; and
- to carry out the civic and ceremonial functions of the Mayoral office.

The role of Councillors is prescribed in Section 232 of the Act and Councillors hold office for a period of four (4) years.

The role of a Councillor, as a member of the governing body of Council, is:

- to provide a civic leadership role in guiding the development of the community strategic plan for the area and to be responsible for monitoring the implementation of Council's delivery program;
- to direct and control the affairs of Council in accordance with this Act;
- to participate in the optimum allocation of Council's resources for the benefit of the area;
- to play a key role in the creation and review of Council's policies and objectives and criteria relating to the exercise of Council's regulatory functions;
- to review the performance of Council and its delivery of services, and the delivery program and revenue policies of Council.

The role of a Councillor, as an elected person, is:

- to represent the interests of the residents and ratepayers
- to provide leadership and guidance to the community
- to facilitate communication between the community and Council.

Councillors have a legislative requirement to fulfil these roles. Individually, Councillors have a responsibility to act as a conduit between the community and Council. Not only must they represent the interests of the broader community, but they must also act as community leaders and represent the interests of the Wentworth Shire within the broader community.

Section 335 of the Act recognises the functions and role of the General Manager. The General Manager is employed under a performance-based contract over an agreed period which ranges between 1 – 5 years.

The role of the General Manager is:

- to manage the operations of the Shire;
- to provide advice to Council;
- to implement strategies, policies and decisions of Council;
- to maintain the integrity of systems and processes required to ensure that all accountability and compliance obligations are met;

- to lead the activities of employees.

This clear separation of Councillor and General Manager roles and responsibilities, as identified in the Act, reinforces good governance principles. It also ensures that Council adheres to all statutory requirements while meeting the expectations of its community. However, it is also important for all parties to recognise and agree that maintenance of a close, effective and cooperative relationship between Councillors, the General Manager and staff is critical.

Separation of roles

The below table demonstrates the separation of roles between Council and the General Manager:

COUNCIL	GENERAL MANAGER
Sets direction	Provides professional and technical advice to Council
Responsible for the performance of local government's functions	Implements the decisions of Council
Decides on matter of policy	Liaises with the Mayor
Ensures that services and facilities are integrated with and do not unnecessarily duplicate other public services	Manages the day-to-day operations
Oversees the allocation of the Shire's finances and resources	Responsible for the employment and management of employees
Monitors the Shire's performance through the General Manager to ensure efficiency and effectiveness in service provision	Monitors the performance of employees to ensure efficiency and effectiveness in service provision

Council is supported by the General Manager and the Executive Team composed of other Senior Roles within Council that are also subject to performance-based contracts including the Director Finance & Policy, the Director Health & Planning and the Director Roads & Engineering.

The Executive Team plays three major roles:

1. Implementing Council's strategic direction;
2. Monitoring Council's performance; and
3. Managing the operations of Council.

All Executive Team members have a collective responsibility to respect a confidential meeting environment based on mutual trust, open and frank discussion in order to question, challenge and monitor the total operation of Council. To achieve this, Council's Executive members must:

- ensure a 'big picture' approach;
- test decisions and results against the agreed vision;
- ensure outcomes achieve stakeholder expectations;
- vigorously challenge information presented to them;

- ensure appropriate measures and monitoring mechanisms are in place;
- be aware of emerging issues and major strategic and operational risks; and
- bring to the debate their diversity of experience.

Exercise of general functions

Section 8 of the *Local Government Act 1993* sets out guiding principles for Council on the exercise of its functions.

8A Guiding principles for council:

1. Exercise of General Functions

- Council should provide strong and effective representation, leadership, planning and decision making;
- Council should carry out functions in a way that provides the best possible value for residents and ratepayers;
- Council should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community;
- Council should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements,
- Council should work co-operatively with other councils and the State Government to achieve desired outcomes for the local community;
- Council should manage lands and other assets so that current and future local community needs can be met in an affordable way;
- Council should work with others to secure appropriate services for local community needs;
- Council should act fairly, ethically and without bias in the interests of the local community; and
- Council should be responsible employers and provide a consultative and supportive working environment for staff.

2. Decision-Making

- Council should engage in good decision making, with fair and reasonable decisions, in accordance with relevant legislation;
- Council should consider natural justice and procedural fairness principles;
- Council decision-making should be transparent and decision-makers are to be accountable for decision and omissions;
- Council should recognise the range of relevant stakeholders and the diverse local community needs and interests;
- Council should consider social justice principles;
- Council should consider the long term and cumulative effects of actions on future generations; and
- Councils should consider the principles of ecologically sustainable development.

3. Community Participation

Council should actively engage with their local communities, through a diverse range of engagement strategies and the use of the Integrated Planning and Reporting framework which requires all NSW councils to develop a Community Participation or Engagement Strategy.

Community Strategic Plan

The main suite of Council's strategic planning documents can be found within the **Integrated Planning and Reporting Framework**. This framework, developed in accordance with the *Local Government Act 1993*, is designed to bring long term financial sustainability planning, asset

management, community engagement and organisational planning together to better inform decision making and achieve the Community's desired outcomes.

The Community Strategic Plan is the highest strategic plan, developed by Council on behalf of the Community and its stakeholders. In response to the Community Strategic Plan, Council implements a Delivery Program and Operational Plan that aligns with all programs, projects and services to meet the needs identified by the Community.

Council's Delivery Program is supported by the Resourcing Strategy. It is through the Delivery Program that we identify those activities Council is responsible for. The Resourcing Strategy includes the Long-Term Financial Plan, Asset Management Strategy and Workforce Management Plan.

Council also has a number of other Plans and Strategies to assist in the decision-making processes of Council including the Community Engagement Strategy and the Disability Inclusion Action Plan. All of these strategic documents form the basis for action by Council and demonstrate to the Community where the Shire is going, what the Shire's priorities are and how they are funded. Copies of these documents are available on Council's Website.

Council endorses the Community Strategic Plan on behalf of the Community and formally adopts the Delivery Program and Operational Plan. The General Manager and the Executive Team are responsible for the implementation of the programs, projects and services within these Plans and are accountable to Council and the Community.

Regular Reporting Against Plans

Council conducts regular reporting on the performance of its plans. These are public documents available on Council's Website. Reporting includes quarterly reporting against the Budget, the Operational Plan and the Delivery Program and the Annual Report which summarises both operational and statutory activities on a yearly basis. Additionally, the outgoing Council will prepare the State of the Shire Report, which covers the 4-year term of the previous Council and will objectively track Council's progress against the Community Strategic Plan. The State of the Shire Report is presented at the second Council meeting of the new Council and sets the scene for the new Council and includes achievements to date and highlight future work to be undertaken. Other than the Annual Report, all other Reporting documents are approved by resolution by the elected Council and are publicly available.

Roles and Responsibilities of Employees

Clarity of roles, responsibilities, accountabilities and reporting of relationships are an important part of good governance. Good governance requires all employees to think carefully about their decisions and actions, to be interested and to be active participants in Council's management and outcomes. The quality of Council's governance heavily relies on each employee taking individual responsibility as well as being part of a collective team effort.

While on duty employees are to give their time and attention to Council's business and ensure their work is carried out efficiently and effectively, so the standard of work reflects favourably on them and Council. In carrying out their duties, employees achieve good governance when:

- they reflect the positive values and standards of behaviour Council expects;
- their duties are performed and conducted in a professional way;
- information is managed and maintained appropriately and records are kept of their duties, decisions and work-related activities;
- resources of Council, including information, is used efficiently and effectively; not misused; and waste is to be minimised; and
- conflicts of interest are identified and reported including disclosure of gifts and benefits obtained from certain parties.

Clear Accountability and Delegations

Council has many powers and duties which are governed by legislation. Council's Delegation Policy provides the principles by which delegations from Council and the General Manager will be determined and enacted. These are exercised within the framework of legislation, policy and procedures. Council will delegate legislative requirements through a 'delegations register.'

Council will delegate to the General Manager those functions and powers it deems fit in accordance with Part 3, Section 377 of the Act. In turn, the General Manager then delegates to specified positions to undertake various duties and exercise powers in accordance with legislation. The Delegation of Authority is the mechanism by which Council enables officers to act on its behalf. The delegations register is reviewed within 12 months of every Local Government Election in accordance with Section 380 of the Act.

2: Structure and Relationships

There is provision for the Executive Team at Council to:

- Meet with the Mayor to assist in the management of strategic significant issues and representation relating to Council;
- Meet as an independent group to ensure that they are achieving against organisational outcomes and advising the General Manager as required;
- Meet as members of the Leadership Team which is comprised of managers as well as the Executive Team on a monthly basis for the purpose of shared management of operational matters; and
- hold weekly cascade meetings with their Managers in relation to organisational and directorate issues. It is then the responsibility of the Managers to cascade information to their extended teams.

Council Meetings

Council implements the governance principle 'structure' through its various meetings and decision-making forums including Council Meetings and Committee Meetings.

The Council meeting process is regulated through the *Local Government Act 1993* and Council meetings are chaired by the Mayor. The Council meeting is the primary means by which decisions are made.

As elected members, Councillors attend Council Meetings once monthly with a set agenda. The management of Council meetings is dictated by a Code of Meeting Practice which is reviewed, exhibited to the community and adopted by Council. Ordinary Council meetings are open to the public (except as otherwise prescribed under the Act) and are currently **convened every third Wednesday of the month**. Dates for Council meetings are published on Council's website.

As required by the *Local Government Act 1993*, Council prepares agendas for Council meetings. In keeping with the Shire's commitment to openness and accountability and maintenance of community engagement, agendas are made publicly available on Council's website.

Minutes of an ordinary Council meeting are submitted to the next ordinary Council meeting for confirmation and are also made publicly available.

Audit, Risk & Improvement Committee (ARIC)

Council's Audit, Risk & Improvement Committee (ARIC) is established to promote good corporate governance by providing independent objective assurance and assistance to Council on compliance, risk management, fraud control, financial management, governance, implementation of strategic plan, delivery program and strategies, service reviews and any other matters prescribed by the Regulations. The ARIC is independently Chaired and acts in accordance with its Charter, including the review and endorsement of Council's internal audit program. The ARIC can speak directly with the Internal Audit Provider, and can do so without management present if desired.

Committee and Council Reports

Committee and Council reports are the formal means for providing advice to Councillors, giving them relevant information, issues, options and advice that will enable them to consider the matter at hand and make an informed decision.

Each year the Shire's annual financial statements and external auditor's reports are presented to Councillors and to Council. The financial statements and auditor's reports are made available for public viewing and comment before adoption by Council.

3: Ethical Framework

Council's Code of Conduct Framework guides the principles and standards of behaviour expected of Councillors and the Mayor when carrying out their roles, responsibilities and obligations as elected representatives for their communities, and for all employees. Council's Code of Conduct plays a key role in demonstrating Council's commitment to the highest levels of integrity and accountability and identifies consistent standards of conduct for all employees.

The Code of Conduct establishes the minimum appropriate standards for the honest and ethical behaviour of Councillors and staff, containing the key principles and standards of behaviour expected by the Wentworth Shire Community. The Code provides guidance for employees on how to conduct themselves when dealing with customers, colleagues, businesses, representatives of Government, the media, community groups and others.

The Code of Conduct Framework includes the following policies:

- Code of Conduct (which includes Conflict of Interests) and the Procedures for the Administration of the Model Code of Conduct;
- Gifts and Benefits Policy;
- Conflicts of Interests Policy;
- Fraud and Corruption Policy;
- Complaints Handling Policy;
- Interaction Between Councillors and Staff;
- Statement of Business Ethics.

Council's Internal Reporting (Public Interest Disclosure) Policy establishes an internal reporting system to encourage and facilitate the reporting of disclosures of corrupt conduct, maladministration, serious and substantial waste of public money, government information contravention or local government pecuniary interest contravention by Councillors and staff. The policy encourages staff to report wrongdoing and encourages Council to create an atmosphere where staff will be confident and comfortable to report any wrongdoing.

Disclosure of Gifts and Benefits

Council's policy on gifts and benefits is in place to ensure that Council officials are not compromised in the performance of their duties through innocently or in good faith accepting gifts or benefits which may result in a feeling of obligation or could be construed as an attempt to influence.

As such, in relation to gifts and benefits, all Councillors and staff are expected to abide by the requirements of part 4 of the Code of Conduct. This means that:

- **All offers of gifts and benefits must be declared**, even if refused. Regardless of the value where a gift or benefit is offered it must be declared using the Gifts and Benefits declaration form.
- **Gifts and benefits of a token value** can be accepted but must still be declared, using the Gifts and Benefits declaration form.
- **Gifts and benefits of more than token value must not be accepted**. Where you receive a gift or benefit of more than a token value that cannot be reasonably be refused or returned, the gift or benefit must be surrendered to Council, unless the nature of the gift or benefit makes this impractical.
- **Cash-like gifts** must be declared, using the Gifts and Benefits declaration form.

All key policies are considered and resolved by the elected Council and in some instances, subject to public exhibition prior to approval.

Any alleged breaches of these Policies are managed in accordance with the adopted Code of Conduct.

Disclosure of Interests

Elected members and staff members must comply with the requirements for disclosure of interests as prescribed within the Act and the Code of Conduct. The responsibility rests on the individual to declare disclosures of interest including annual written returns, gifts and benefits, related party disclosures and conflicts of interest.

4: Corporate Reporting

Council is ultimately responsible for the financial management of the Shire. Council is to ensure that it receives sufficient reports and other information to adequately monitor its performance, resource allocation, expenditure and activities, and the efficiency and effectiveness of its service delivery.

Corporate reporting is implemented through a number of channels including Quarterly Reports and Financial Reporting which are tabled at the February, May, August and November Council Meetings each year in line with the statutory requirement set down by the Office of Local Government (OLG). Council is committed to openly disclosing performance information through its reporting structures to the elected members at Council meetings. These include quarterly reports aligned with the Delivery Program and Operational Plan as previously noted, and Quarterly Financial reviews. These provide strategic and financial information on the progress of Council against the Operational Plan and Delivery Program. All reports are presented and adopted by Council and are available to the Community via Council's Website.

Annual Report

The *Local Government Act 1993* requires Council to prepare and submit an Annual Report on its achievements with respect to the objectives and performance targets set out in its strategic plan for that financial year. The Act lists various items that must be included in the Annual Report. The Annual Reporting mechanism also serves as the vehicle by which Council can monitor, control and report on the outcome of its activities over a particular financial year. Both the Annual Budget and the Annual Report are strongly aligned to Council's Community Strategic Plan.

Developed as part of sound business management, the Annual Budget provides a framework for allocation of financial, physical and administrative resources required in pursuing Council's objectives for the proceeding 12-month period.

5: Risk Management

Risk management is an integral part of good governance, good management practice and decision-making in local government. Effective risk management requires taking an integrated and balanced approach to risk and reward, and helps us to manage strategic and operational risks across the organisation, and both optimise financial growth opportunities and mitigate potential loss or damage. When risk is effectively managed, it can reduce both the likelihood of incidents occurring, and the impact on Council and its ratepayers when they do occur. Risk management is also integral to prevention of fraud and corruption. Council's Audit, Risk & Improvement Committee (ARIC) plays a critical role in Council's overall risk management.

Wentworth Shire Council has implemented a Risk Management Program incorporating the following:

- Risk Management Manual
- Risk Management Plan
- Risk Policy
- Risk Register
- Risk Reporting
- Audit, Risk, & Improvement Committee
- Legislative Compliance Policy

- Procurement Policy
- Code of Conduct
- Fraud Control Policy
- Contractor Occupational Health and Safety Management Policy
- Workplace Health and Safety Policy
- Business Continuity Plan

Council implements the risk management principle through Council's Enterprise Risk Management Framework and Manual which identifies risk management roles, reporting hierarchy, categories of risk, risk tolerances and the risk management process. Council has an adopted Risk Management Plan. Council aligns its internal audit plan to the risk framework and updates the Risk, Audit and Improvement Committee on any significant risks. As such, Council's Risk Register is a 'living' record.

Enterprise Risk Management Policy

Council has developed an enterprise risk management policy that outlines the intent of the organisation with respect to risk management and describes the governance arrangements and expectations. It provides guidance and is fundamental to establishing a positive risk culture in Council by clarifying expectations regarding the attitude, awareness and accountabilities related to risk management.

The policy has been endorsed and approved by Council and will be reviewed annually or when there is significant change.

Risk Management Plan

A risk management plan describes Council's future vision, direction and objectives for risk management. It incorporates key activities designed to achieve these objectives and the plan to build risk management capability and maturity. The plan ensures that Council and management have a common and clear view of the purpose of risk management, the activities to be pursued to enhance the framework and the capability building requirements to achieve this.

Risk Management Reporting

Risk management reporting is the regular provision of risk information to enable decision makers to fulfil their risk management obligations.

Accurate and timely reporting of risk information, particularly to internal stakeholders, is essential to good corporate governance. Information on current and emerging risks, and treatment and monitoring plans should be used in strategic planning, departmental, operational and project management processes to provide reasonable assurance that Council's objectives are being met.

The Director Finance & Policy as the head of Council's Risk Management function has the overall responsibility for producing reports. The frequency and content of reports will be tailored to the needs of individual stakeholders.

Internal Audit Function

Internal audit provides assurance on the effectiveness of governance, risk management, and internal controls, including the manner in which the first and second lines of defence achieve risk

management and control objectives. The scope of this assurance, which is reported to senior management and to the Audit, Risk & Improvement Committee and Council, usually covers:

- A broad range of objectives, including efficiency and effectiveness of operations; safeguarding of assets; reliability and integrity of reporting processes; and compliance with laws, regulations, policies, procedures, and controls;
- All elements of the risk management and internal control framework, which includes: internal control environment; all elements of Council's risk management framework; information and communication; and monitoring; and
- The overall entity, departments and functions – including business processes as well as supporting functions such as human resources, information technology etc.

Internal audit actively contributes to effective Council governance by fostering its independence and professionalism.

External Audit

The External Auditor:

- provides independent audit opinions on both the general and special purpose financial reports of Council;
- audits statutory returns relating to a number of Council activities (including the ratings return, domestic waste return, water and sewer functions); and
- reports to Council and the General Manager on the conduct of audits, issues a management letter detailing any matters that arise during the course of audits and provides any supplementary reports where required. The External Auditor also contributes to Council's Audit, Risk & Improvement Committee meetings when required.

Role of the Audit, Risk & Improvement Committee (ARIC)

As previously discussed, Council's Audit, Risk & Improvement Committee (ARIC) exercises functional oversight of Council's internal audit function to ensure it operates independently from Council.

This means that the ARIC is responsible for:

- assisting the governing body to identify the resources necessary for the effective functioning of the internal audit function;
- setting the annual and four-yearly work plans for the internal audit function, including the audits that will be completed;
- assessing the findings and recommendations of completed audits and providing the committee's advice and opinion on issues raised to the General Manager and governing body of Council;
- developing the internal audit charter that will guide the work of the internal audit function and how it operates; and
- reviewing the performance of the internal audit function.

Business Continuity Plan

The Business Continuity Plan provides staff a plan to restore business operations in the event of an unscheduled business disruption to functions performed at Council. The plan provides strong

guidance across key phases of a disaster including Emergency response, Crisis Management, Business Recovery and Business Resumption.

6: Key Stakeholder Rights

The relationship between stakeholders and local government is a key component of the decision making processes. Stakeholders can impact the strategic planning process by being invited to directly participate in the strategic planning process itself, and also indirectly by having their interests considered in that process. Council implements its Community Engagement Framework in order to engage with the Wentworth Shire community through ongoing consultations, public events, targeted advertising, focus group sessions, social media platforms, and surveys.

Community members have access to their elected representatives via contact details provided on Council's website and included in promotional materials distributed across the Local Government Area to discuss issues or express their concerns. The community has the opportunity to attend Council meetings either in person or via the live streaming telecast of Council meetings.

Council is committed to delivering quality customer service and communicating effectively with the community. An effective complaints management system is an essential part of the provision of quality customer service and is also a key component of sound corporate governance, ensuring that there is an appropriate level of accountability in the exercise of Council functions. Council's Complaint Management Policy regards all complaints with the utmost seriousness and commits to handling all complaints in a professional, respectful and timely manner in order to resolve the issues raised by the complainant. With respect to complaints management, Council aims to:

- Recognise the customer's right to raise concerns about their dealings with Council;
- Provide clear definitions of what constitutes a complaint;
- Establish a user-friendly procedure for lodging complaints with Council;
- Provide an efficient, fair and accessible mechanism for resolving complaints;
- Inform the community and customers about the process used to handle complaints;
- Establish the remedies that are available to resolve complaints; and
- Establish performance standards for the management of complaints to ensure that complaints are dealt with professionally, within specified timeframes and using appropriate feedback mechanisms to ensure that complainants are kept informed.

In addition to the above customer service objectives, Council abides by the following service principles when dealing with our customers:

- Take the time and use our initiative to understand and meet the customer's needs;
- Treat the customer with respect and courtesy;
- Improve convenience and access by providing a range of service options;
- Keep wait times to a minimum;
- Give clear and accurate information;
- Give consistent advice;
- Provide service with a smile;
- Listen to the customer's feedback;
- Respond to complaints promptly;
- Provide customers with feedback when their complaint is completed; and
- Work with the customer to continuously improve and provide the best advice and service.

Access to Information

Council is committed to providing, as far as possible, an open, accountable and transparent environment, which enables members of the public access to Council records which do not require recourse to formal procedures. Council will seek to ensure that legitimate requests for access to information are handled promptly and that members of the public are able to access information, subject to the need to protect the privacy of others, commercially sensitive information and information the disclosure of which would not be in the public interest.

Council's Public Access to Information policy is governed by the *Government Information (Public Access) Act 2009 (GIPA Act)* which replaced the *Freedom of Information Act 1989 (NSW)*. Members of the public have a legally enforceable right to access government information held by Council. The GIPA Act extends the right to the community to have access to information held by State Government departments, local and public authorities with a view to achieving more open, accountable, fair and transparent government.

In accordance with Part 2, Division 1 of the GIPA Act, access to government information may be exercised in four ways:

1. Mandatory proactive release of certain government information. Council publishes open access information, defined in Section 18 of the GIPA Act, on its website at www.wentworth.nsw.gov.au. The following publications constitute open access information:
 - Publication guide - described in Part 3, Division 2 of the GIPA Act
 - Policy documents - described in Part 3, Division 4 of the GIPA Act
 - Register of government contracts - described in Part 3, Division 5 of the GIPA Act
 - Additional open access information - described in Part 3, Division I (Section 18 (b), (f) and (g)) of the GIPA Act.
2. Authorised proactive release of government information, which must be exercised in an appropriate manner by or with the authority of Council's principal officer, free of charge (or at the lowest reasonable cost), unless there is an overriding public interest against disclosure of the information - Part 2, Section 7 of the GIPA Act.
3. Informal release of government information via release of the information to a person in response to an informal request unless there is an overriding public interest against disclosure of the information. This may only be exercised by or with the authority of Council's principal officer- Part 2, Section 8 of the GIPA Act.
4. Formal access application. According to Part 2, Section 9 of the GIPA Act, in some limited circumstances, people seeking access to government information will need to make a formal request for that information (e.g. where consultation with other agencies or third parties is required, or where the scope of request means that it will take significant agency resources to provide information).

Conclusion

Wentworth Shire Council is committed to ensuring that the organisation continues to develop and maintain an effective governance framework and governance processes. Council's governance

structures and focus need to be consistent with best practice governance frameworks across both the corporate and government sectors.

In order to achieve this, Council expects that its staff will demonstrate a strong work ethic and exhibit a high level of commitment to continuous improvement in governance as they do their work.

Council is committed to revisiting and re-evaluating its governance framework in an ongoing dynamic process by improving the co-ordination of the various governance elements and monitoring the existing governance processes for effectiveness. This requires Councillors and staff working collaboratively so that our governance practices and procedures continue to evolve to meet our needs, and enable the continued delivery of strong and effective governance by Council.

Council recognises that in its endeavours to effectively lead, govern and serve, it must have in place a governance system of robust checks and balances to direct, control, monitor and ensure accountability and transparency in the provision of Council's operations.

Document Approval

This document is the latest version of this document as approved by the Wentworth Shire Council on the dd/mm/yyyy. All previous versions of this document are null and void.

This document may be amended or revoked by the Council at any time.

Signed.....

.....

General Manager Wentworth Shire Council

Date

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV003**FRAUD CONTROL POLICY****POLICY OBJECTIVE**

Council is committed to preventing fraud at its origin. Council will endeavour to foster an environment that makes active fraud control a responsibility of all Councillors and Staff. The objectives of this policy are to:

- Promote an organisational culture that will not tolerate any action of fraud or corruption;
- Ensure high standards of ethical and accountable conduct;
- Protect public funds and assets; and
- Protect the integrity, security and reputation of Council and its staff.

1. POLICY STATEMENT

The intent of this policy is to ensure that Councillors and staff are aware of their responsibilities for identifying possible exposures to fraudulent activities and for establishing controls and procedures for preventing such fraudulent activities and/or detecting such fraudulent activity when it occurs. To provide guidance as to action which should be taken where fraudulent activity is suspected. To provide clear guidance as to the process of investigating fraudulent activities and to provide a suitable environment to report such matters. This policy should be read in conjunction with Council's Code of Conduct, Statement of Business Ethics and Internal Reporting Policy. Council's Code of Conduct together with the Statement of Business Ethics forms the framework providing ethical standards for the performance of actions by Council staff.

2. POLICY COVERAGE

This policy applies to all Councillors and Staff of Wentworth Shire Council.

3. STRATEGIC PLAN LINK

Objective: Wentworth is a caring, supportive and inclusive community that is informed and engaged in its future.

Strategy: Provide strong and effective representation, leadership, planning, decision-making and service delivery.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Corruption	<p>Corruption is broadly:</p> <ul style="list-style-type: none"> • Any conduct of any person, including a Council official that adversely affects, or that could adversely affect, either directly or indirectly, the honest or impartial exercise of official functions by any public official, any group or body of public officials or any public authority; • Any dishonest or partial exercise of any official functions by a Council official; • Any conduct by a Council official that constitutes or involves a breach of public trust; or • Any conduct of a Council official that involves the misuse of information or material that they have acquired in the course of their official functions, whether or not for their benefit or for the benefit of any other person.

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV003

FRAUD CONTROL POLICY

Council	Council of the Shire of Wentworth.
Fraud	Dishonest activity causing actual or potential financial loss to any person or entity including theft of money or other property by employees or persons external to the entity and where deception is used at the time, immediately before or immediately following the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position for personal financial benefit.
ICAC	Independent Commission Against Corruption.
PID Act	<i>Public Interest Disclosures Act 1994</i>
Public Interest Disclosure	A disclosure satisfying the applicable requirements of Part 2 of the Public Interest Disclosures Act 1994. That is, a disclosure of information that the person making the disclosure honestly believes, on reasonable grounds, shows or tends to show corrupt conduct, maladministration, serious and substantial waste in local government, government information contravention or local government pecuniary interest contravention by Council, councillors, staff or public officials or by another public authority or any of its officers.
Public Official	An individual who is a Councillor, an employee of or otherwise in the service of a public authority.

5. POLICY CONTENT

Prevention controls are the most common and cost-effective way to mitigate fraud. They reduce the likelihood and consequences of fraud by preventing or limiting the extent of the risk occurring.

Prevention controls can include people or process controls to increase transparency and influence behaviours, or processes and technology-based controls to stop or limit fraudulent activity.

Detection controls can help to identify when fraud has occurred. Detection controls can include people and process controls such as fraud aware staff and tip-off processes, or technology-based controls such as fraud detection programs.

Clear reporting and investigation processes need to be in place so that claims of suspected fraudulent activity can be responded to efficiently and effectively having due regard to legislative requirements and procedural fairness, including any requirement to report to other investigative authorities as required such as NSW Police and the Independent Commission Against Corruption (ICAC). It is the policy of this Council that:

Prevention

Council through its management team will create an environment and culture in which fraudulent acts will not be tolerated and which will be appropriately investigated when they are suspected or reported.

Prevention includes but is not limited to:

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV003**FRAUD CONTROL POLICY**

- Having a sound ethical culture;
- Senior management commitment;
- Staff accountability and awareness;
- Code of Conduct;
- Policies and procedures; and
- Periodic assessment of fraud and corruption risk including as part of Council's enterprise risk management process.

Reporting

Council has an adopted Code of Conduct applicable to Councillors, staff and delegates of Council. Any allegations of breaches of the Code of Conduct by a Councillor, staff member or delegate will be handled in accordance with the Procedures for Administration of Council's Code of conduct described therein.

Council is committed to a zero tolerance approach to fraud and corruption. In support of this commitment and in accordance with relevant legislative obligations, Council has developed a suite of policies to guide ethical behaviour of Council officials and any businesses that Council has dealings with. These policies also establish the framework for how reports of suspected fraud and corruption will be managed.

Members of the public are encouraged to make reports about suspected fraud or corruption involving Council to either the General Manager or the Director Finance & Policy, or if the report concerns the General Manager it can be made to the Mayor.

A Public Interest Disclosure is when a public official reports serious wrongdoing (as defined in *the Public Interest Disclosure Act 1994 (the PID Act)*) in their workplace, or in another public authority. To be addressed under the PID Act, the disclosure must be of information that the person making the disclosure honestly believes, on reasonable grounds, that the disclosure shows or tends to show one of the wrongdoings described in the Act above.

To be protected under the PID Act, a disclosure must be made to the right person or authority. The Director Finance & Policy is Council's nominated Disclosure Coordinator and can provide advice when thinking about reporting serious wrongdoing. Further information is set out in Council's Internal Reporting Policy.

Alternatively, if the employee is uncomfortable about reporting the alleged fraud or corruption within the organisation, to be protected by the provisions of the PID Act the employee may utilise the mechanisms contained within the that Act to report to another public official.

All supervisors have the responsibility to report suspected fraud and corruption, confidentially, to the General Manager who has the responsibility of investigating suspected fraud and corruption with the assistance of appropriate senior staff.

If the General Manager is the subject of a suspected fraud, the matter must be reported to the Mayor and the Mayor has the responsibility of investigating the suspected fraud with the assistance of appropriate senior staff.

Investigation

All allegations of fraud whether reported through internal or external sources, are assessed with the aim of proving or disproving the allegations. All complaints of suspected fraudulent behaviour will be thoroughly, objectively and carefully investigated in accordance with Council's Procedures for the Administration of Wentworth Shire Council's Code of Conduct Policy and with the Internal Reporting Policy, providing for the protection of those individuals making the complaint. The purpose of any internal investigation is to ascertain the facts surrounding the matter.

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV003**FRAUD CONTROL POLICY**

All New South Wales (NSW) councils have a duty to report any actual or suspected corrupt conduct (which includes fraud) to ICAC. If the allegation of fraud appears to carry the imputation of criminal conduct, the matter must also be referred to the NSW Police Force. ICAC requests they be informed of any such referral.

In the event that an internal investigation is carried out, the relevant officers must carry out the investigation objectively, thoroughly and without prejudice.

Disciplinary Action

Where an internal investigation confirms fraud has occurred, appropriate disciplinary action will be recommended having regard to Council's Code of Conduct and the relevant provisions of the Local Government State Award. As noted above, these procedures and provisions do not override the provisions of the PID Act

If an internal investigation substantiates criminal conduct has occurred, the matter will be referred to the NSW Police Force.

Staff should be aware that provision 316(1) of the *Crimes Act 1900* says that in certain circumstances, failure to report a serious offence (which could include fraud) is an offence.

Responsibility and Accountability

It is the ultimate responsibility of the General Manager to prevent and detect fraud. The General Manager is responsible for ensuring appropriate and effective internal control systems are in place to control the incidence of fraud.

It is the responsibility of all Directors and Managers to ensure that there are mechanisms in place within their area of control to:

- Assess the risk of fraud;
- Promote employee awareness of ethical principles;
- Educate employees about fraud prevention and detection;
- Facilitate the reporting of suspected fraudulent activities; and
- That reasonable steps are undertaken to ensure the Council contractors adhere to the provisions of this policy.

All employees have the responsibility to:

- Perform their functions and duties with diligence, honesty, integrity and impartiality;
- Comply with this policy and all legislative requirements to ensure they are not participating in corrupt or fraudulent behaviour;
- Report suspected fraud by immediately notifying their supervisor, and if the supervisor is suspected of involvement in fraudulent activity, the matter should be notified to the next highest level of supervision; and
- Report any identified weaknesses in internal controls that could potentially facilitate a fraudulent or corrupt act.

6. RELATED DOCUMENTS AND LEGISLATION**Legislation**

- *Local Government Act 1993* (NSW)
- *Local Government (General) Regulation 2021*
- *Independent Commission Against Corruption Act 1998* (NSW)
- *Public Interest Disclosure Act 1994* (NSW)

Wentworth Shire Council

Word Document Reference: TBC

Council Policy No: GOV003**FRAUD CONTROL POLICY**

- *Crimes Act 1900 (NSW)*

Council Policies

- GOV001 – Gifts and Benefits Policy
- GOV004 – Internal Reporting Policy
- GOV005 – Procurement Policy
- GOV009 – Delegation Policy
- GOV013 – Enterprise Risk Management Policy
- GOV019 – Statement of Business Ethics Policy
- GOV020 – Code of Conduct Policy
- GOV022 – Legislative Compliance Policy
- GOV023 – Conflict of Interest Policy

Council Documents

- Enterprise Risk Management Framework
- Procurement Manual
- Legislative Compliance Framework
- Governance Framework
- Fraud Control Plan
- Records & Information Management Policy (Operational)
- Information Security Policy (Operational)
- Gifts and Benefits Register
- Conflict of Interest Register

7. ATTACHMENTS

Nil.

8. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date..](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

Click here to enter a date.

General Manager Wentworth Shire Council**Date**

Wentworth Shire Council

Word Document Reference: Record Number

Council Policy No:**CHILD PROTECTION POLICY****POLICY OBJECTIVE**

The overall objectives of this Policy are to ensure compliance with child protection legislation and to create a culture and adopt strategies to keep children and young people safe from harm.

The objectives of this Policy include:

- To promote the health, safety, welfare and wellbeing of children and young people in Council activities as well as the local community;
- To ensure that Council provides a safe environment for children and young people whilst on Council premises and utilising Council services;
- To ensure all workers engaged with Council in a child-related role have a valid Working with Children Check clearance;
- To ensure workers are aware of their obligations in relation to the various child protection legislation and Council's policy; and
- To ensure Council promptly implements procedures which are confidential and transparent when investigating and responding to allegations of 'reportable conduct' as defined under the *Children's Guardian Act 2019 (NSW)*.

1. POLICY STATEMENT

This policy demonstrates Wentworth Shire Council's commitment to the safety and wellbeing of children and young people. Council is committed to fulfilling its duty of care by endeavouring to ensure that all workers act in the best interests of a child and young person and take all reasonable steps to ensure a child's safety.

2. POLICY COVERAGE

This policy applies to all workers engaged by Council. Any reference to 'worker' for the purpose of this policy includes employees, Councillors, contractors or sub-contractors, work experience participants, labour hire, volunteers and student placements.

3. STRATEGIC PLAN LINK

Objective: 4.0 Wentworth is supported by a strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner.

Strategy: 4.2 Provide a strong, responsible and representative government.

4. DEFINITIONS AND ABBREVIATIONS

Term/Word	Definition
Abuse	A term used to refer to different types of harm or maltreatment. It may take the form of physical abuse, psychological or emotional abuse, sexual abuse or neglect. It may fall into the category of 'reportable conduct', or it may sit outside it and still be considered harmful.
Allegation	When someone learns of a child protection concern, they make an allegation or tell someone who makes an allegation. It includes an allegation which involves behaviour that is reportable conduct, as well as behaviour that is exempt from notification to

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	the NSW Office of the Children's Guardian, but which is required to be investigated by Council.
Child or young person	A person who is under the age of 18
Child related work	Work which involves direct contact with a child/ren where that contact is a usual part of and more than incidental to the work
Child Safe Organisation	An organisation in which child safety is embedded in planning, policy and practices and where the voices of children and young people are valued and actioned.
Council	Wentworth Shire Council
Child Protection Officer	Designated Council employee who assesses reportable allegations
DCJ	Department of Communities and Justice
OCG	Office of the Children's Guardian
Reportable allegation	<p>In relation to a council worker, means</p> <ul style="list-style-type: none"> a) if the worker holds, or is required to hold, a working with children check clearance for the purpose of employment with Council – an allegation that the worker has engaged in conduct that may be reportable conduct, whether or not the conduct is alleged to have occurred in the course of the worker's employment, or b) if the worker is not required to hold a working with children check clearance for the purposes of employment with council – an allegation that the worker has engaged in conduct that may be reportable conduct, unless the conduct is alleged to have occurred outside the course of the worker's employment with Council.
Reportable conduct	<p>Something that needs investigating is called a reportable allegation. If it's substantiated (found to be in all likelihood to be true) it's called a finding of reportable conduct. This means the following conduct, whether or not a criminal proceeding in relation to the conduct has been commenced or concluded:</p> <ul style="list-style-type: none"> a) a sexual offence b) sexual misconduct c) ill-treatment of a child d) neglect of a child e) an assault against a child f) an offence under section 43B (failure to protect) or 316A (failure to report) of the <i>Crimes Act 1900</i>

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	g) behaviour that causes significant emotional or psychological harm to a child
Risk of significant harm	Concern/s about a child or young person that are sufficiently serious to warrant a response by a statutory authority irrespective of a family's consent. It is something that is not minor or trivial and that may be reasonably expected to produce a substantial and demonstrably adverse impact on the child or young person's safety, welfare or wellbeing. In addition, it can result from a single act or omission or an accumulation of these. Risk of significant harm is the NSW threshold to report child protection concerns to DCJ via the Child Protection Helpline.
Working with Children Check (WWCC)	The WWCC is a requirement for anyone who works or volunteers in child-related work in NSW. The check provides either clearance to work with children for five years, or a bar against working with children.

5. BACKGROUND INFORMATION

The Office of the Children's Guardian introduced the Child Safe Standards to improve the way organisations provide services for children and young people to prevent and respond to child abuse that may occur within organisations. The Child Safe Standards are a central feature of the NSW Government's response to the Commonwealth Royal Commission into Institutional Responses to Child Sexual Abuse.

The standards can be broadly applied to all forms of harm including psychological, physical and emotional abuse as well as neglect.

The 10 Child Safe Standards are:

1. Child safety is embedded in institutional leadership, governance and culture.
2. Children participate in decisions affecting them and are taken seriously.
3. Families and communities are informed and involved.
4. Equity is upheld, and diverse needs are taken into account.
5. People working with children are suitable and supported.
6. Processes to respond to complaints of child sexual abuse are child focussed.
7. Staff are equipped with the knowledge, skills and awareness to keep children safe through continual education and training.
8. Physical and online environments minimise the opportunity for abuse to occur.
9. Implementation of child safe standards is continuously reviewed and improved.
10. Policies and procedures document how the institution is child safe.

The Child Safe Standards encompass existing child safety requirements for individuals and organisations such as Working with Children Check, the Reportable Conduct Scheme and requirements to report information to police and to the Department of Communities and Justice.

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Council Policy No:**CHILD PROTECTION POLICY**

6. POLICY CONTENT**6.1. Council's commitment to child safety**

This policy reflects Council's commitment to providing and actively promoting a safe environment for children and young people. Council uses the Child Safe Standards to underpin how we keep children safe.

Council will ensure that policies and systems are in place and accessible to protect children and young people and that all allegations and safety concerns will be treated seriously.

Council will share information about keeping children and young people safe including where they can find further information and advice, and how to make a report if they suspect or know a child is being harmed or if they observe a breach of our code of conduct.

Wentworth Shire Council acknowledges that protecting the safety of children and young people is a whole of community responsibility and is everyone's business.

6.2. Recruitment & Training

Council employs a fit for purpose recruitment and selection process for all direct contact work with a child or young person where contact is a usual part of and more than incidental to the work as defined by the *Child Protection (Working with Children) Act 2012*. A current Working with Children (WWCC) is required for all child-related work.

Council will meet its training and induction obligations by ensuring that all Councillors, employees, volunteers and contractors are included in child safety and understand that child safety is everyone's responsibility. Councillors, employees, volunteers and contractors will be provided with training to support their understanding of Council's commitment to child safety and that everyone has a role to play in safeguarding children.

6.3. Risk Management

Council will ensure that child safety is part of the overall risk management approach. A risk assessment will be undertaken of settings where Council has child related services and where adults interact with children, considering increased risks in relation to specific roles and activities, and introducing suitable protective strategies for identified physical and online risks.

6.4. Safeguarding Children Standards of Behaviour

Council's adopted Code of Conduct sets out clear standards of behaviour and conduct for all Council officials. It is the personal responsibility of Council officials to comply with the standards in Council's adopted Code of Conduct Policy and to regularly review their personal circumstances and conduct with this in mind.

In addition to Council's Code of Conduct, 'Safeguarding Children Standards of Behaviour' have been developed to provide detailed guidance on appropriate behaviour and conduct when working with children and young people. These standards aim to protect children and reduce any opportunities for abuse or harm to occur. They also help workers by providing them with guidance on how to best support children and young people, and how to avoid or better manage difficult situations.

Acceptable Behaviours

Council's workers are responsible for supporting the safety of children by:

- adhering to Council's Child Protection Policy;
- taking all reasonable steps to protect children and young people from abuse;

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- ensuring the adult/child relationship is professional and kept within the boundaries of the respective position description;
- ensuring appropriate adult's response to a child's behaviour or circumstance in line with the child's age and vulnerability and the adult's responsibility for the care, safety and welfare of the child;
- treating everyone with respect;
- listening and responding to the view and concerns of children and young people, particularly if they are telling you that they or another child has been abused or that they are worried about their safety/ the safety of another child or young person;
- promoting the cultural safety, participation and empowerment of all children;
- ensuring as far as practicable, an adult should not be alone with a child unless there is a line of sight to other adults;
- ensuring adults do not initiate or seek any contact with children outside of work; and
- reporting any allegations of child abuse or any child safety concerns.

Unacceptable Behaviours

Council's workers must not:

- ignore or disregard any suspected or disclosed child abuse;
- use language or behaviour towards children that is inappropriate, harassing, abusive, sexually provocative, demeaning or culturally inappropriate;
- develop any 'special' relationships with children that could be seen as favouritism (for example, the offering of gifts or special treatment for specific children);
- initiate unnecessary physical contact with children or do things of a personal nature that a child can do for themselves, such as toileting or changing clothes;
- use any computers, mobile phones, video cameras, cameras or social media to exploit or harass children, or access child exploitation material through any medium;
- photograph or video a child or young person without the consent of the parent or guardians and the child's consent when appropriate.

6.5. Reporting a child safety concern or complaint

When any employment related child protection concern or allegation is raised about an employee it must be reported to Council's Child Protection Officer (insert position). Allegations can be reported by children or young people, families, Councillors, employees, volunteers or contractors. Council must immediately take the appropriate steps to assess and minimise any further risk of harm, and give consideration as to whether the child protection concern or allegation constitutes a reportable allegation.

All reportable allegations must be reported to the Office of the Children's Guardian and in some cases to other relevant oversight agencies and/or Police. Council will support relevant authorities' investigations into allegations of abuse or risk of harm to children and young people.

Concerns that a child or young person is suspected to be at risk of significant harm that does not involve Council must be reported to the relevant agency. Council will meet its mandatory reporting obligations and will take action to protect children and young people at risk of significant harm.

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6.6. Privacy and confidentiality

Whilst safety and wellbeing of children and young people are of primary concern, Council is committed to protecting an individual's right to privacy. All personal information considered during the process of reporting or investigating will be collected and managed in accordance with Council's Privacy Policy. Personal information will only be disclosed to another party if there is a legislative requirement for such disclosure.

6.7 Roles and responsibilities**Council**

Publicly commits to child safety and embeds a child safe culture.

General Manager

The General Manager as Head of Entity is responsible for ensuring that Council fulfils its responding and reporting obligations and to notify the Office of the Children's Guardian (NSW) when a reportable allegation of child abuse is made against a Councillor, employee, volunteer or contractor. The General Manager is responsible for ensuring compliance with this policy and that all Councillors, employees, volunteers and contractors are informed, resourced and supported to understand their role in providing a child safe environment.

Child Protection Officer

Council's Child Protection Officer (insert position) has the following responsibilities:

- To provide ongoing support and respond to concerns about the safety and wellbeing of children while engaged in services, programs or events delivered by Council;
- To notify the Office of the Children's Guardian (NSW) when a reportable allegation (of which they are aware) is made against a Councillor, employee, volunteer or contractor.

Councillors, employees, volunteers and contractors

Councillors, employees, volunteers and contractors shall adhere to the requirements of the policy, reportable conduct and responding and reporting obligations, and be able to demonstrate their awareness of their child safety responsibilities.

All Councillors, employees, volunteers and contractors should be aware that the appointment by Council of a Child Protection Officer does not remove mandatory reporting obligations that other Officers of Council may have under s27 of the *Children and Young Persons (Care and Protection) Act 1998*.

All staff shall adhere to their responding, reporting and reportable conduct obligations and take action where a child or young person is at risk of harm.

7. RELATED DOCUMENTS & LEGISLATION

Children's Guardian Act 2019

Children and young Persons (Care and Protection) Act 1998

Local Government Act 1993 and Local Government (General) Regulation 2021

Privacy and Personal Information Protection Act 1998

Health Records and Information Privacy Act 2002

GOV020 Wentworth Shire Council Code of Conduct Policy

GOV007 Wentworth Shire Council Privacy Management Policy

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Word Document Reference: Record Number

Council Policy No:**CHILD PROTECTION POLICY**

GOV022 Wentworth Shire Council Legislative Compliance Policy

8. ATTACHMENTS

Nil.

9. DOCUMENT APPROVAL

This document is the latest version of the official policy of the Wentworth Shire Council, as adopted by Council on [Click here to enter a date.](#) All previous versions of this policy are null and void.

This policy may be amended or revoked by Council at any time.

A PDF copy of the signed document can be accessed from Council's record management system and Reliansys.

Signed:

[Click here to enter a date.](#)**General Manager Wentworth Shire Council****Date**

8.2 WILLANDRA LAKES REGION WORLD HERITAGE ADVISORY COMMITTEE MEETING REPORT - JANUARY 2023

File Number: RPT/23/139

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Tania Peel - Business Support Officer

Objective: 3.0 Wentworth Shire is a community that works to enhance and protect its physical and natural environment

Strategy: 3.3 Minimise the impact on the natural environment

Summary

Attached is the January 2023 committee report from Willandra Lakes Region World Heritage Advisory Committee. Cr Mac Allister is the local government representative for this committee.

Recommendation

That Council receive and notes the report from The Willandra Lakes Region World Heritage Advisory Committee.

Attachments

1. Willandra Lakes Region World Heritage Advisory Committee Report - Janury 2023 [↓](#)



Willandra Lakes Region World Heritage Advisory Committee Meeting Report: January 2023

What is the Advisory Committee

The Willandra Lakes Region World Heritage Advisory Committee (The Committee) is a Ministerial appointed advisory body. The Committee provides advice to the NSW and Australian Government Ministers for Environment. It also provides advice to the relevant agencies responsible for the Willandra Lakes Region on how to protect, conserve, present and transmit to future generations the Outstanding Universal Value of the Willandra Lakes Region.





Meeting Report: 31 January -1 February 2023



On the 31 January and 1 February 2023, the Advisory Committee met in its new term at the Australian Inland Botanical Gardens, Buronga. The Committee spent its time in strategic discussions looking at its own strategic priorities as a committee, and those of the Willandra Lakes Region. Two half days were spent working with NPWS on identifying the Strategic Directions for the Willandra Lakes Region as a precursor to the development of the World Heritage Strategic Plan. The remainder of the time focused on developing the Committees own 3 year Work Plan. Some time was also spent reviewing the 2019-2022 Work Plan and discussions with Local Lands Service on the future of the Willandra Rabbit Control Program with the National Landcare Program 3 (NLP3).

Project Updates



Strategic Directions Report



The second part of this meeting was a workshop led by an independent facilitator. This was the second workshop to develop a Strategic Directions Report for the Willandra Lakes Region. This process will update the now 26-year-old Sustaining the Willandra Plan of Management over 2 stages. From February to May 2023 NPWS will host several workshops in and around the Willandra Lakes Region. These workshops are to provide the opportunity for the Willandra Lakes Region rightsholders and stakeholders to have input into the strategic directions for the property.

The focus of the workshop is to establish

- What is special about the Willandra lakes?
- What are the things we want to look after?
- What threatens the things we want to look after?

You can read more about the Strategic Directions Report at this link:

<https://sway.office.com/9Yct769rvuGGcWc7?ref=Link&loc=mysways>

Research Prospectus



In its last term, the Committee developed a draft Research Prospectus that is future-focused to encourage research on a broad range of topics to aid the management of the Willandra Lakes Region. The Management Committee has reviewed this first draft and provided in principle endorsement to have the document graphic designed before the Management Committee provides final cross-agency endorsement. Key Themes of the Research Prospectus are: Changing Cultural and Natural Landscapes, Enhancing the continuity of connection to Country, Sustaining the health of Country and its cultural and natural values, Sharing and archiving information, Changing cultural and natural landscapes.

National Landcare Program 3 (NLP3)



Western Local Land Services (LLS) informed the Committee that the Australian Government has launched the National Landcare Program 3 (NLP3) to be funded from 2024-2029. The Advisory Committee has confirmed that it will work with LLS and give input into any projects that NLP3 can fund in the Willandra Lakes Region, to continue land management practices that conform to conservation of the Outstanding Universal Value of the site.

The Advisory Committee thanked all presenters and NPWS for organising the meeting.

Contact Us



For more information contact the Willandra Lake Region World Heritage Executive Officer at:

npws.willandalakes@environment.nsw.gov.au

For more information on the Willandra Lakes Region World Heritage property and Advisory Committees:

www.environment.nsw.gov.au/topics/parks-reserves-and-protected-areas/types-of-protected-areas/world-heritage-listed-areas/willandra-lakes-region or

www.environment.gov.au/heritage/places/world/willandra

www.environment.nsw.gov.au/topics/parks-reserves-and-protected-areas/types-of-protected-areas/world-heritage-listed-areas/world-heritage-area-advisory-committees







9 REPORTS TO COUNCIL

9.1 GENERAL MANAGERS REPORT

File Number: RPT/23/108

Responsible Officer: Ken Ross - General Manager
Responsible Division: Office of the General Manager
Reporting Officer: Gayle Marsden - Executive Assistant

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.2 A strong, responsible and representative government

Summary

The General Manager's report details information pertaining to meetings attended and general information which are of public interest, and which have not been reported elsewhere in this agenda. Items of note in this report are:

1. OLG Circulars

Nil

2. Meetings

As listed

3. Upcoming meetings or events

As listed

4. Other items of note

General Manager on Annual Leave 5 -12 March 2023.

Recommendation

That Council receives and notes the information contained within the report from the General Manager.

Detailed Report

1. Meetings

Following is a list of meetings or events attended by the General Manager and Acting General Manager for the period of 15 February 2023.– 14 March 2023.

Date	Meeting	Location
15 Feb 2023	LRC Meeting	Midway
15 Feb 2023	LEMC Meeting	Midway
15 Feb 2023	Riverina Murray Regional Recovery	Video Conference
15 Feb 2023	Ordinary Council Meeting	Wentworth
16 Feb 2023	Active Transport Community of Practice 2023 Meeting	Video Conference
16 Feb 2023	Central West Flood Recovery meeting	Video Conference

22 Feb 2023	Advisory Meeting	Wentworth
23 Feb 2023	Kureinji Aboriginal Corporation Meeting	Midway
23 Feb 2023	Central West Flood Recovery meeting	Video Conference
28 Feb 2023	Dept of Health Meeting	Wentworth
1 March 2023	Central West Flood Recovery meeting	Video Conference
13 March 2023	Far West Joint Organistaion Meeting	Video Conference
14 March 2023	Extraordinary LEMC Meeting	Video Conference

2. Events

Following is a list of upcoming events, conferences or committee meetings, including out of region meetings where the Shire has been requested to attend in an official capacity from 1 April 2023 – 30 April 2023.

Date	Meeting	Proposed Attendees	Location
3 April 2023	WRTI Meeting	Cr Rodda	Coomealla Club
6 April 2023	Central West Flood Recovery meeting	Ken Ross, Cr Elstone	Video Conference
11 April 2023	Botanical Gardens Meeting	Cr Rodda	Botanical Gardens
13 April 2023	Central West Flood Recovery meeting	Ken Ross, Cr Elstone	Video Conference
18 April 2023	Wentworth Sporting Complex User Group Meeting	Cr Beaumont, Cr Heywood, Cr Cooper	Wentworth Sporting Complex
19 April 2023	Ordinary Council Meeting	Ken Ross, Councillors	Wentworth
20 April 2023	WSIG Child & Youth Meeting	Cr MacAllister, Cr Rodda	
20 April 2023	Central West Flood Recovery Meeting	Ken Ross, Cr Elstone	Video Conference
21 April 2023	ARIC Meeting	Ken Ross, Cr Beaumont	Wentworth
26 April 2023	Advisory Meeting	Ken Ross, Councillors	Wentworth
27 April 2023	Central West Flood Recovery Meeting	Ken Ross, Cr Elstone	Video Conference

3. Other items of note

Tourism Officers Report

Update on Events

Wentworth Winedown:

- The event was a great success with lots of positive feedback received.
- The licensed area held 2,500 people which hit capacity at 4.30pm however things calmed down after 20 minutes and everyone was let into the licensed area.

- Over 3000 people attended the event which hosted people of all ages – from families to young people to older people.
- Great positive feedback from all food vendors, with most of them selling out of food by the end of the day.
- No issues were reported at all with no behavior related issues. Everyone vacated the premises in a timely matter.
- Feedback was mainly positive, with possibly a few tweaks needed, but the majority would like the event to run again.

General Tourism Update

- The NSW Government has released a funding round for events. Council will be applying for funds to put toward some of the events in the calendar for the remainder of the year.
- The first draft of the tourism collateral has been received from Saunders design in line with our tourism rebranding campaign which includes artwork for coasters, magnets, posters, DL flyers and counter cards.
- The first billboard for the tourism rebranding has been complete – which is located coming into Buronga on the bridge. The remaining three will be completed within the next few months. These are located at Gol Gol, Curlwaa and Wentworth.
- The Visitor Information Centre staff are currently working with Saunders design to create a History section for the Experience Wentworth website. They are also conducting an audit of the Elefant maps section to ensure all tourism attractions, businesses and amenities are included.
- A time lapse camera has been installed in the Civic Centre to capture the progress over the next year or so. Various photoshoots in each stage of the demolition and construction period have and will be taken to document the progress. This footage will be used in a display once the project is complete as well as to update the public as the project progresses.

Attachments

Nil

9.2 MONTHLY FINANCE REPORT - FEBRUARY 2023

File Number: RPT/23/106

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: April Crouch - Finance Officer
Vanessa Lock - Finance Officer

Objective: 4.0 Wentworth is a caring , supportive and inclusive community that is informed and engaged in its future

Strategy: 4.1 Provide strong and effective representation, leadership, planning, decision-making and service delivery

Summary

Rates and Charges collections for the month of February 2023 were \$1,194,469.91. After allowing for pensioner subsidies, the total levies collected are now 73.76%. For comparison purposes 74.76% of the levy had been collected at the end of February 2022. Council currently has \$50,020,174.16 in cash and investments.

Recommendation

That Council receives and notes the Monthly Finance Report.

Detailed Report

The purpose of this report is to indicate to Council the position in relation to the rate of collections and the balance of cash books.

Reconciliation and Balance of Funds held as at 28 February 2023

The reconciliation has been carried out between the Cash Book of each fund and the Bank Pass Sheet as at 28 February 2023.

	Combined Bank Account	
Cash Balance as at 1 February 2023	\$	1,799,712.78
Add: Receipts for the Period Ending 28 February 2023 Rates, Debtors, Miscellaneous	\$	10,096,768.98
Less: Payments for the Period Ending 28 January 2023 Cash Book entries for this Month	\$	8,786,530.20
Cash Balance of Operating A/C as at 28 February 2023	\$	3,109,951.56
Trust Fund Balance	\$	823,006.87
Investments		
Total Investments as at 28 February 2023	\$	46,087,215.73
TOTAL	\$	50,020,174.16

Collection of Rates and Charges

Rates and Charges collections for the month of February 2023 were \$1,194,469.91. After allowing for pensioner subsidies, the total levies collected are now 73.76%. A summary of the Rates and Charges situation as at 28 February 2023 is as follows:

	Rates and Charges	
Levies		
Balance Outstanding at 30 June 2021 - Rates / Water	1,015,628.18	
Rates and Charges Levied 20 July 2022	9,715,491.57	\$ 10,731,119.75
+ Additional Water Charges	888,664.09	
+ Supplementary Rates and Charges	140,675.91	
+ Additional Charges	68,351.58	
- Credit Adjustments	8,505.51	
- Abandonments	1,555.18	\$ 11,818,750.64
Deductions		
- Payments	8,552,875.99	
- Less Refunds of Payments	6,603.33	\$ 8,546,272.66
		\$ 3,272,477.98
- Pensioner Subsidy		
Government Subsidy	94,377.68	
Council Subsidy	77,218.11	\$ 171,595.79
Total Rates/Water Charges Outstanding		\$ 3,100,882.19

Note: For comparison purposes 74.76% of the levy had been collected at the end of February 2022.

Rates/Water write offs and adjustments

Rates and charges that have been written off or adjustments made under the delegated authority of the General Manager for the month of February 2023.

Account	Date	Amount	Comment
Rates			
1072.596	27.2.2023	35.48	Interest write off- Ratepayer paid into incorrect rate account in error
Water			
299	27.2.2023	933.18	Interest write off - Email addresses are updated online by ratepayers. The ratepayer updated email address on rate account but did not update email address on water account therefore was unaware of overdue water account.

Council Loans Report

Name	Institution	Purpose	Interest Rate	Loan Amount	Amount Outstanding	Due Date
Loan 201	National Australia Bank	Buronga Landfill	4.550% Fixed	\$ 920,000.00	\$ 239,165.41	30/01/2025
Loan 202	ANZ Bank	Civic Centre	3.470% Fixed	\$ 850,000.00	\$ 591,822.40	21/10/2026
Loan 203	National Australia Bank	Midway Centre	3.586% Fixed	\$ 1,900,000.00	\$ 1,474,902.24	28/04/2023
Loan 204	Bendigo Bank	Buronga Landfill	5.290% Fixed	\$ 1,500,000.00	\$ 1,217,026.13	12/05/2037
CFWC31 0604	T-Corp	Trentham Cliffs Sewer	1.82% Fixed	\$ 750,000.00	\$ 649,732.67	4/06/2031
CFWC31 0624	T-Corp	Burong/Gol Gol Stormwater	1.79% Fixed	\$ 1,250,000.00	\$ 1,072,690.03	24/06/2031
Loan 205	National Australia Bank	Willowbend Caravan Park	Fixed 2.2%	\$ 1,500,000.00	\$ 1,463,498.63	25/01/2027
Loan 206	Bendigo Bank	Buronga Landfill #3	Fixed 1.85%	\$ 900,000.00	\$ 731,979.76	25/09/2028
				TOTAL	\$ 7,440,817.27	

Overtime and Travelling

Month	February	Pay Periods	16 & 17				
Overtime from 21 January 2023 to 17 February 2023							
Overtime							
	Time and a Half		Double Time		Double Time 1/2		Total
Department	Hours	Amount	Hours	Amount	Hours	Amount	
Animal Services	15.00	725.50	32.50	\$ 2,126.85			\$ 2,852.35
Assets	1.00	47.82					\$ 47.82
Civil	4.00	175.16	2.00	\$ 116.78			\$ 291.94
Flood Management	25.50	1,570.67	7.00	\$ 483.51			\$ 2,054.18
GM Office	2.00	147.73	1.00	\$ 98.48			\$ 246.21
Parks & Gardens	11.00	568.89	7.00	\$ 393.58			\$ 962.47
Roads - Council	152.00	6,985.94	133.50	\$ 8,601.31			\$ 15,587.25
Roads & Engineering Indoor	22.50	1,398.15	11.50	\$ 1,041.93			\$ 2,440.08
Roads RMS	72.00	3,532.70	33.00	\$ 2,181.03			\$ 5,713.73
Subdivision	1.00	73.86					\$ 73.86
Tourism	4.00	165.48					\$ 165.48
Waste Management	36.50	1,556.96					\$ 1,556.96
Water & Waste Water	62.50	3,443.30	91.25	\$ 6,810.74	14.75	\$ 798.67	\$ 11,052.71
Workshop	4.50	243.34					\$ 243.34
Total	413.50	20,635.50	318.75	21,854.21	14.75	798.67	\$ 44,087.05
Travel Allowance							
Department	Kms	Amount					
Water & Wastewater	124.1	\$ 96.80					
Total	124.1	\$ 96.80					
Grand Total							
		44,183.85					

Conclusion

The report indicates to Council that its finances are in a favourable position.

Attachments

Nil

9.3 MONTHLY INVESTMENT REPORT - FEBRUARY 2023

File Number: RPT/23/135

Responsible Officer: Simon Rule - Director Finance and Policy

Responsible Division: Finance and Policy

Reporting Officer: Bryce Watson - Accountant

Objective: 4.0 Wentworth Shire is supported by strong and ethical civic leadership with all activities conducted in an open, transparent and inclusive manner

Strategy: 4.5 Adopt practices of prudent asset, financial and human resource management across Council to ensure long-term sustainability and efficiency

Summary

As at 28 February 2023 Council had \$42 million invested in term deposits and \$8,020,174.16 in other cash investments. Council received \$40,849.01 from its investments for the month of February 2023.

In February 2023 Council investments averaged a rate of return of 3.71% and it currently has \$8,199,652.60 of internal restrictions and \$33,142,798.93 of external restrictions.

Recommendation

That Council receives and notes the monthly investment report.

Detailed Report

Purpose

The purpose of this report is to update Council on the current status of its investments as required by the *Local Government Act 1993* (NSW) and the associated regulation.

Matters under consideration

As at 28 February 2023 Council had \$50,020,174.16 invested with Nine (9) financial institutions and One (1) Treasury Corporation. This is an Increase of \$6,322,763.14 from the previous month.

The investment of surplus funds remains in line with Council's Investment Policy. This ensures sufficient working capital is retained and restrictions are supported by cash and investments that are easily converted into cash.

Breakdown of Total Funds Available

Financial Institution	Amount	Percentage of Available Funds
AMP	\$ 2,000,000.00	4.00%
Bank of Queensland	\$ 2,000,000.00	4.00%
Bendigo Bank	\$ 5,935,580.61	11.87%
Commonwealth Bank	\$ 6,000,000.00	12.00%
IMB Bank	\$ 1,000,000.00	2.00%
Macquarie Bank	\$ 7,084,593.55	14.16%
ING Bank	\$ 7,000,000.00	13.99%

National Australia Bank	\$ 9,000,000.00	17.99%
Westpac	\$ 9,000,000.00	17.99%
Northern Territory T-Corp	\$ 1,000,000.00	2.00%
TOTAL	\$ 50,020,174.16	100.00%

Investments on Hand as at 28 February 2023

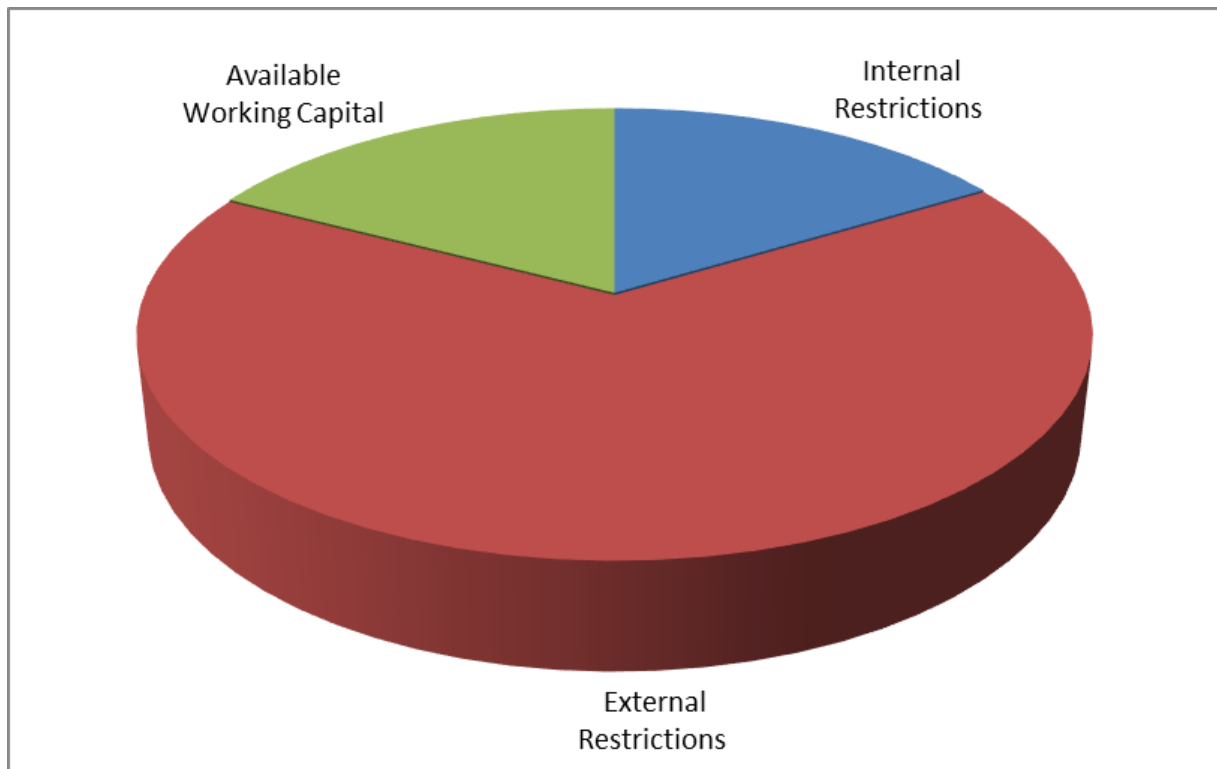
Wentworth Shire Council						
Investments on Hand as at 28 February 2023						
Investee	Date Invested	Date of Maturity	Effective Interest Rate	Investment Type	Amount Invested	Rating
AMP	23/09/2022	25/09/2023	4.50%	Term Deposit	\$ 1,000,000.00	BBB+
AMP	5/09/2022	5/09/2023	4.30%	Term Deposit	\$ 1,000,000.00	BBB+
Bank of Queensland	15/06/2022	15/03/2023	3.50%	Term Deposit	\$ 1,000,000.00	BBB+
Bank of Queensland	9/02/2023	9/02/2024	4.70%	Term Deposit	\$ 1,000,000.00	BBB+
Bendigo Bank	24/02/2023	23/02/2024	4.70%	Term Deposit	\$ 1,000,000.00	BBB+
Bendigo Bank	22/12/2022	22/12/2023	4.30%	Term Deposit	\$ 1,000,000.00	BBB+
Commonwealth Bank	8/04/2022	6/04/2023	1.87%	Term Deposit	\$ 1,000,000.00	AA-
Commonwealth Bank	27/05/2022	26/05/2023	3.01%	Term Deposit	\$ 1,000,000.00	AA-
Commonwealth Bank	15/06/2022	15/06/2023	4.16%	Term Deposit	\$ 1,000,000.00	AA-
Commonwealth Bank	2/11/2022	2/11/2023	4.44%	Term Deposit	\$ 1,000,000.00	AA-
Commonwealth Bank	2/11/2022	2/11/2023	4.44%	Term Deposit	\$ 1,000,000.00	AA-
Commonwealth Bank	30/01/2023	30/01/2024	4.69%	Term Deposit	\$ 1,000,000.00	AA-
IMB Bank	9/12/2022	9/03/2023	4.08%	Floating Rate Note	\$ 1,000,000.00	BBB+
Macquarie Bank	6/09/2022	6/03/2023	2.80%	Term Deposit	\$ 1,000,000.00	A+
Macquarie Bank	4/10/2022	4/10/2023	4.50%	Term Deposit	\$ 1,000,000.00	A+
Macquarie Bank	5/10/2022	5/10/2023	4.50%	Term Deposit	\$ 1,000,000.00	A+
National Australia Bank	18/10/2022	18/10/2023	4.30%	Term Deposit	\$ 1,000,000.00	AA-
National Australia Bank	11/03/2022	11/03/2024	1.85%	Term Deposit	\$ 1,000,000.00	AA-
National Australia Bank	20/02/2023	20/02/2024	4.85%	Term Deposit	\$ 1,000,000.00	AA-
National Australia Bank	15/06/2022	15/06/2023	3.70%	Term Deposit	\$ 1,000,000.00	AA-
National Australia Bank	3/01/2023	3/01/2024	4.50%	Term Deposit	\$ 1,000,000.00	AA-
National Australia Bank	15/12/2022	15/12/2023	4.35%	Term Deposit	\$ 1,000,000.00	AA-
National Australia Bank	27/02/2023	23/01/2024	4.92%	Term Deposit	\$ 1,000,000.00	AA-
National Australia Bank	27/02/2023	27/02/2024	5.00%	Term Deposit	\$ 1,000,000.00	AA-
National Australia Bank	20/02/2023	20/02/2024	4.85%	Term Deposit	\$ 1,000,000.00	AA-
ING Bank	23/03/2022	23/03/2023	1.24%	Term Deposit	\$ 1,000,000.00	A+
ING Bank	31/03/2022	31/03/2023	1.68%	Term Deposit	\$ 1,000,000.00	A+
ING Bank	19/04/2022	19/04/2024	3.09%	Term Deposit	\$ 1,000,000.00	A+
ING Bank	19/04/2022	20/03/2023	1.98%	Term Deposit	\$ 1,000,000.00	A+
ING Bank	19/12/2022	19/12/2023	4.50%	Term Deposit	\$ 1,000,000.00	A+
ING Bank	5/04/2022	5/04/2023	1.68%	Term Deposit	\$ 1,000,000.00	A+
ING Bank	18/05/2022	18/05/2023	3.11%	Term Deposit	\$ 1,000,000.00	A+
NT T-Corp	16/09/2021	15/12/2025	1.35%	Fixed Bond	\$ 1,000,000.00	AA-
Westpac Banking Corporation	3/06/2022	3/06/2023	3.19%	Term Deposit	\$ 1,000,000.00	AA-
Westpac Banking Corporation	25/11/2022	27/11/2023	4.43%	Term Deposit	\$ 1,000,000.00	AA-
Westpac Banking Corporation	28/12/2022	26/07/2023	4.28%	Term Deposit	\$ 1,000,000.00	AA-
Westpac Banking Corporation	5/08/2022	5/04/2023	3.38%	Term Deposit	\$ 1,000,000.00	AA-
Westpac Banking Corporation	24/08/2022	24/08/2023	4.12%	Term Deposit	\$ 1,000,000.00	AA-
Westpac Banking Corporation	27/02/2023	27/07/2023	4.46%	Term Deposit	\$ 1,000,000.00	AA-
Westpac Banking Corporation	27/02/2023	27/02/2024	4.98%	Term Deposit	\$ 1,000,000.00	AA-
Westpac Banking Corporation	24/08/2022	24/08/2023	4.12%	Term Deposit	\$ 1,000,000.00	AA-
Westpac Banking Corporation	11/03/2022	11/03/2024	1.92%	Term Deposit	\$ 1,000,000.00	AA-
Total					\$ 42,000,000.00	
Other Cash Investments						
Investee	Date Invested	Date of Maturity	Effective Interest Rate	Amount Invested	Rating	
Bendigo Bank - Operating A/c	N/A	Ongoing		\$ 3,935,580.61	BBB+	
Macquarie Bank (4) - Ongoing	3/12/2020	Ongoing	3.35%	\$ 4,084,593.55	A+	
Total Funds Available						\$ 50,020,174.16

Note: Ratings provided are from Moody's and Standard & Poors Rating Agencies

Restrictions

Internal Restrictions		
- Employee Entitlements	\$2,294,469.28	
- Doubtful Debts	\$115,011.00	
- Future Development Reserve	\$1,076,217.20	
- Trust Account	\$1,500,000.00	
- Caravan Park Loan Facility	\$713,955.12	
- Capital Projects	\$1,000,000.00	
- Plant Replacement Reserve	\$1,500,000.00	\$8,199,652.60
External Restrictions		
- Water Fund	\$11,370,920.68	
- Sewer Fund	\$4,910,491.36	
- T-Corp Loan Balance	\$579,074.19	
- Developer Contributions Reserve	\$663,375.97	
- Unexpended Grants	\$14,855,280.96	
- Crown Reserves Reserve	\$213,700.14	
- Loan Guarantee Reserve	\$3,460.91	
- Prepayments Cemeteries	\$546,494.72	\$33,142,798.93
Day to Day Liquidity		\$8,677,722.63
Total Funds Available		\$50,020,174.16

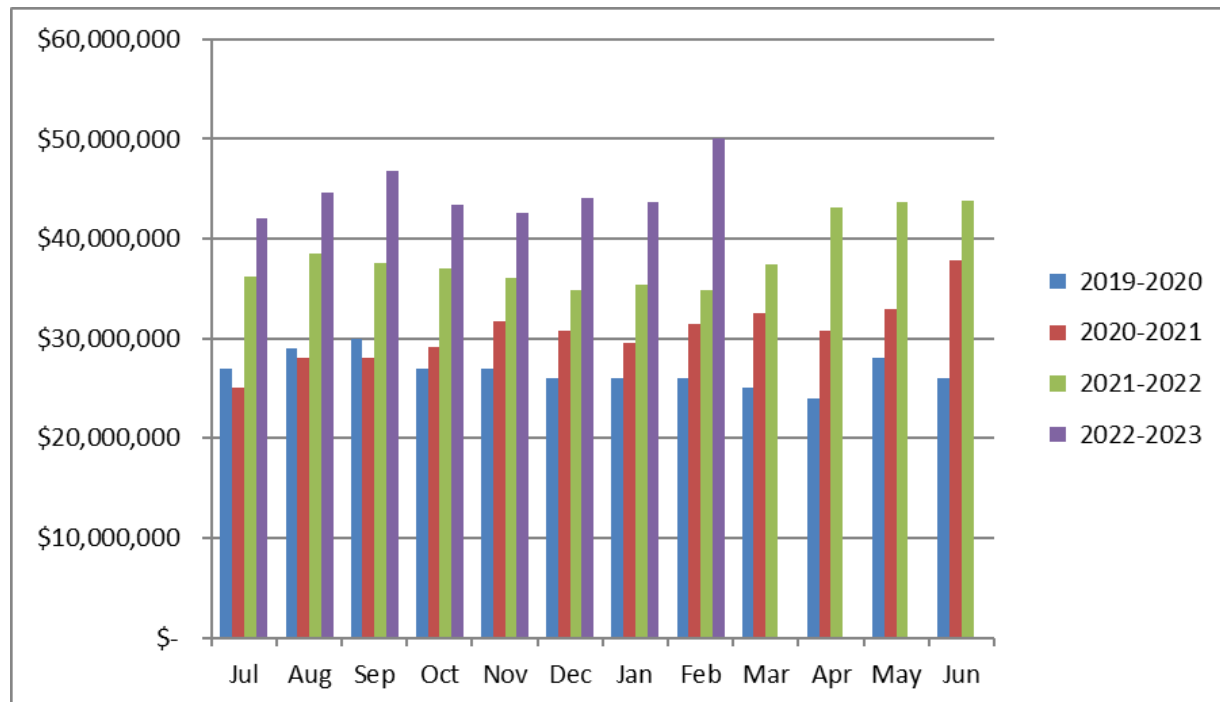
Breakdown



Summary – Unexpended Grants as at 28 February 2023

Grant	Amount
Library Infrastructure Grant	\$436,589.77
Resources For Regions VIC Relocation	\$324,982.91
SCCF Wentworth Rowing Club	\$51,089.92
Crown Reserve Improvement Fund Astronomy Park	\$656,000.21
Crown Reserve Improvement Fund Pooncarie Racecourse	\$3,200.00
EDS Grant	\$65,293.00
Main Road Block Grant	\$481,275.95
Fixing Local Roads Grants - Stage 3	\$211,529.51
Murray Darling Basin Upstairs Area	\$401,354.69
Resources for Regions Round 8	\$421,177.89
Local Roads and Community Infrastructure Phase 3	\$1,123,671.74
Pooncarie Menindee Road	\$2,527,370.12
Transport for NSW Pothole Repair Program	\$670,135.75
Rural Fire Service Levy	\$81,924.00
Resources for Regions Round 9	\$2,784,520.21
Flood Recovery AGRN 1043	\$947,579.29
Rural Local Road Repair Program	\$3,667,586.00
Total	\$14,855,280.96

Total Funds Invested

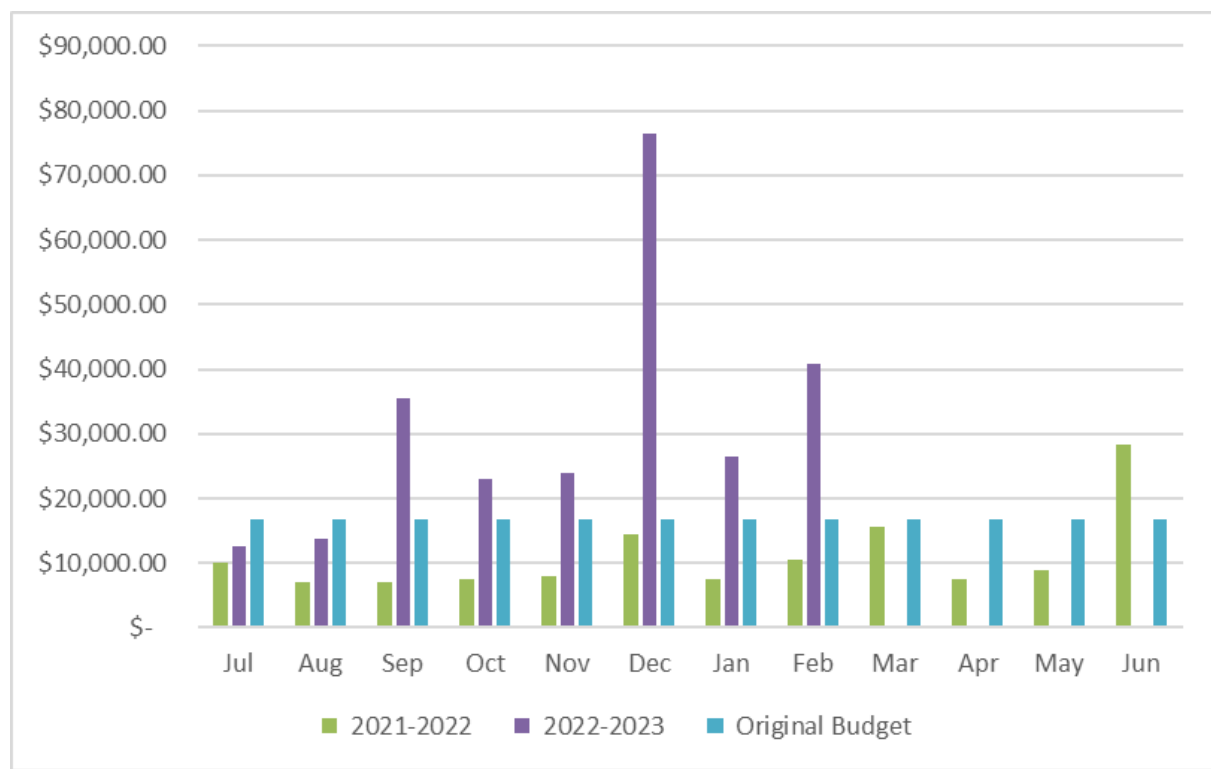


Three (3) deposits and One (1) other account matured or provided interest in February earning Council \$40,849.01 in interest. The budget for February was \$16,666.67. Year to date Council has received \$252,501.48 in interest. The budget for the current financial year is currently set at \$200,000.00.

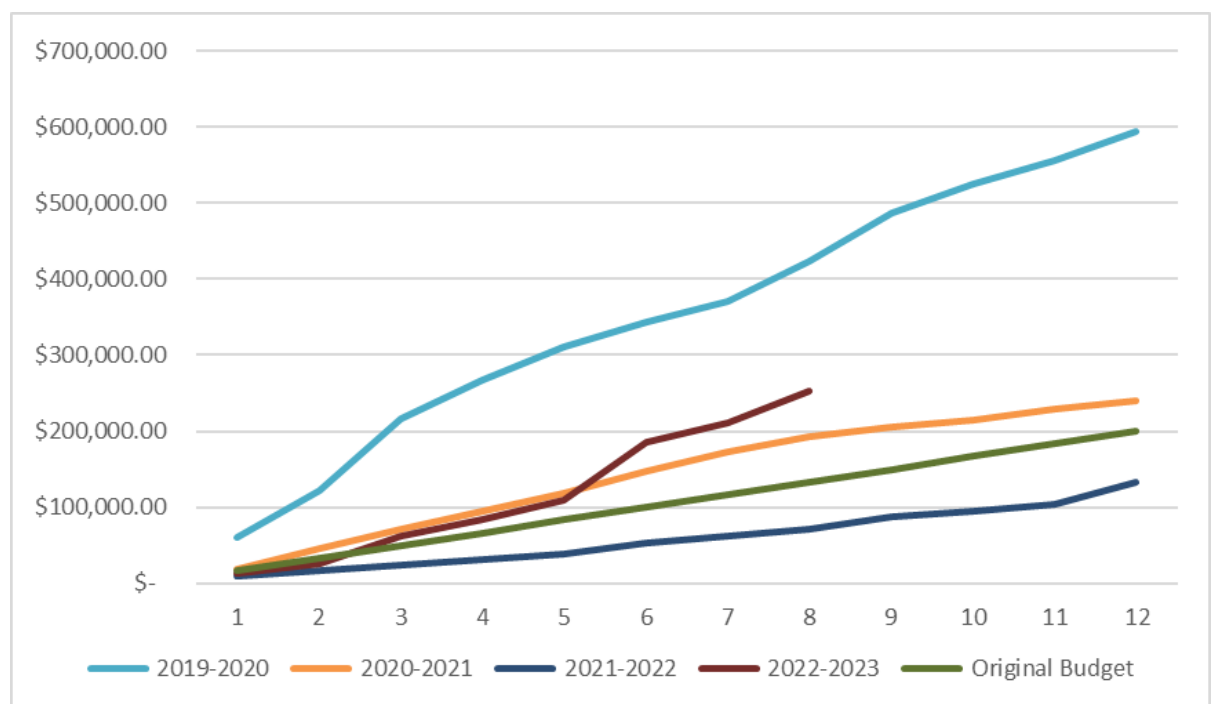
Investment Revenue in February 2023

Investee	Date Invested	Date of Maturity	Effective Interest Rate	Amount Invested	Interest Earned
Term Deposits					
National Australia Bank	25/03/2022	20/02/2023	1.18%	\$1,000,000.00	\$10,733.16
Macquarie Bank	23/03/2022	23/02/2023	1.25%	\$1,000,000.00	\$11,541.10
Bendigo Bank	24/02/2022	24/02/2023	0.85%	\$1,000,000.00	\$8,500.00
Other Cash Investments					
Macquarie Bank	3/12/2020	Ongoing	3.10%	\$4,063,578.23	\$10,074.75
Total					\$40,849.01

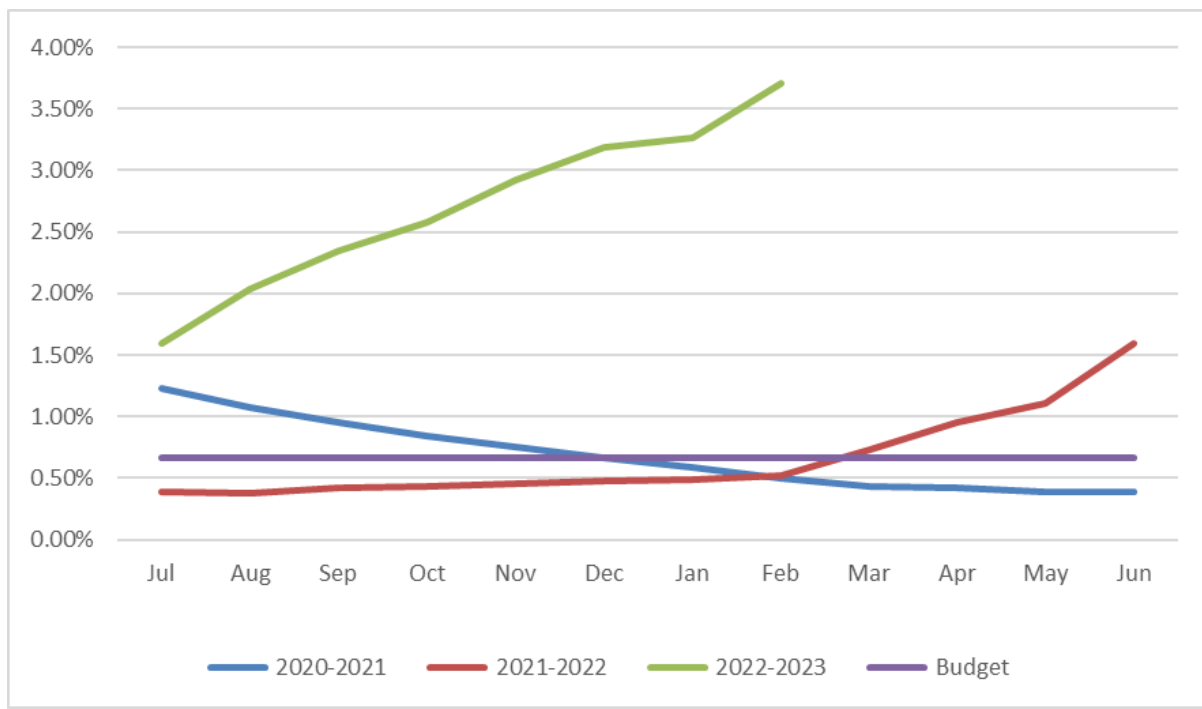
Investment Revenue received in February 2023



Total Interest received July 2022 – June 2023



For February 2023 Council's investments returned an effective average rate of 3.71%. Year to date the effective average rate has been 2.71%. The budget for 2022-2023 was set at 0.67%. The Reserve Bank chose to raise the cash rate in February by 0.25% bring the Cash Rate to 3.35%. Currently Council Investments are outperforming the cash rate by 0.36%.



Conclusion

The Director Finance & Policy certifies that all investments have been made in accordance with the *Local Government Act 1993* (NSW), Local Government (General) Regulations 2021 and Council's Investment Policy. Council is investing its funds prudently to optimise returns and reduce exposure to risk in accordance with legislation and its own investment policy.

Attachments

Nil

9.4 RE-ESTABLISHMENT OF ALCOHOL FREE ZONES

File Number: RPT/23/51

Responsible Officer: Matthew Carlin - Director Health and Planning
 Responsible Division: Health and Planning
 Reporting Officer: Matthew Carlin - Director Health and Planning

Objective: 2.0 Wentworth Shire is a great place to live
 Strategy: 2.3 To have a safe community

Summary

Following the resolution of Council on 28 September 2022 to undertake public consultation for the re-establishment of alcohol-free zones (AFZ) in Wentworth, Buronga and Dareton; this report now seeks a resolution of Council to establish these alcohol-free zones for a period of four years.

Recommendation

That Council, having undertaken the required level of public consultation and receiving no submissions, re-establishes for an additional four years, the Alcohol Free Zones at Wentworth, Dareton and the Buronga Wetlands with a commencement date of 1 March 2023 and an expiry date of 30 June 2027.

Detailed Report

Purpose

The purpose of this report is for Council to endorse the re-establishment of the current AFZs in place at Wentworth, Dareton and the Buronga Wetlands for a further period of four years.

Background

The AFZs were re-established in 2018 and expired on 30 June 2022. In accordance with the provisions of the *Local Government Act 1993*, an AFZ may be re-established from time to time.

Council undertook public consultation by way of advertising in the Mildura Weekly and Sunraysia Daily as well as sending surrounding letter notifications to licensed premises as well as notification on Council's website outlining the proposal to re-establish the zones including details of the period and areas involved.

Matters under consideration

Copies of the proposal details were also forwarded to the following, inviting any submissions:

- Dareton Local Area Command
- Each holder of a licence in force under the *Liquor Act 1982* for premises that border on, adjoin or are adjacent to the proposed alcohol free zone.

There were no submissions received regarding the proposed re-establishment of the AFZs.

Options

Based on the information contained in this report, the options available to address this matter are to:

- Resolve to re-establish the Alcohol Free Zones at Wentworth, Dareton and the Buronga Wetlands for a further four years.
- Do not resolve to re-establish the Alcohol Free Zones at Wentworth, Dareton and the Buronga Wetlands including the minor extension for a further four years.

Legal, strategic, financial or policy implications

The establishment of AFZs is an important measure used to curtail irresponsible behavior by individuals on the streets throughout the year thereby promoting feelings of safety in public places. Removal of these zones can compromise the safe use of these public roads and footpaths for members of the public.

Conclusion

Having undertaken the public consultation for the re-establishment of the AFZs as directed by the resolution of Council in February and receiving no submissions, the next and final step is to endorse the re-establishment of the zones.

Attachments

1. Map of Alcohol Free Zone - Wentworth [↓](#)
2. Map of Alcohol Free Zone - Dareton [↓](#)
3. Map of Alcohol Free Zone - Buronga [↓](#)



**WENTWORTH
SHIRE COUNCIL**

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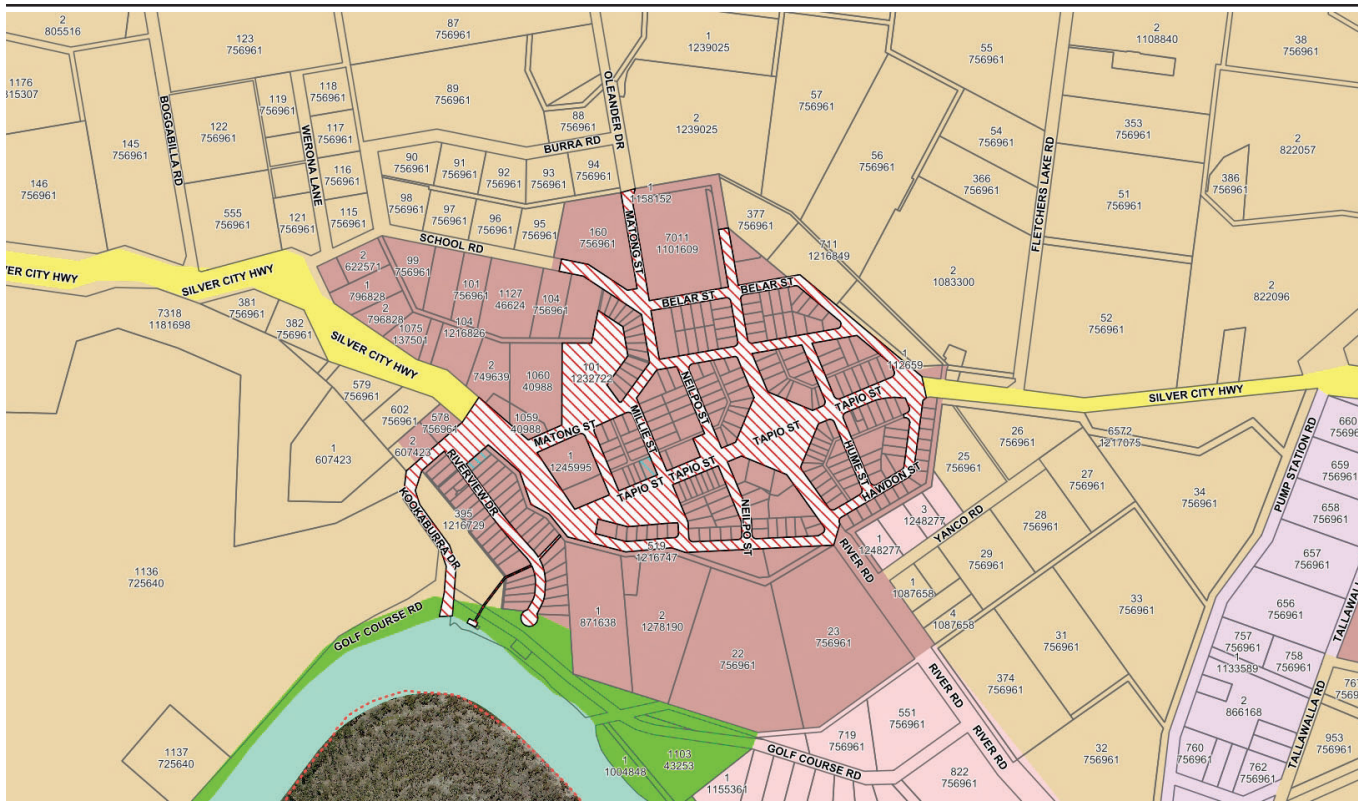
Wentworth Existing Alcohol Free Zones

Created by: Richard Waters
 Date: 13/10/2020
 Scale: 1:4,000
 Datum/Projection: GDA94 / MGA 54



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Original sheet size: A4



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Created by: Matthew Carlin
Date: 19/09/2022
Scale: 1:10000
Datum/Projection: GDA94 / MGA zone 54



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Projection: GDA94 / MGA zone 54

Date: 19/09/2022

Created By: Matthew Carlin

Map Scale: 1:3932 at A4

9.5 DELEGATED AUTHORITY APPROVALS AS AT END OF FEBRUARY 2023

File Number: RPT/23/133

Responsible Officer: Matthew Carlin - Director Health and Planning

Responsible Division: Health and Planning

Reporting Officer: Kerrie Copley - Planning Officer

Objective: 3.0 Wentworth Shire is a community that works to enhance and protect its physical and natural environment

Strategy: 3.1 Ensure our planning decisions and controls enable the community to benefit from development

Summary

For the month of February 2023, a total of sixteen (16) Development Applications and five (5) S4.55 Modification Applications were determined under delegated authority by the Director Health and Planning.

The estimated value of the determined developments was \$3,917,056.00. This brings the year to date total to nineteen (19) Development Applications and eight (8) S4.55 applications approved, with an estimated development value of \$4,580,493.00.

Recommendation

That Council:

- a) Receives and notes the report for the Delegated Authority Approvals for the month of February 2023.
- b) Publicly notifies, for the purposes of Schedule 1 Division 4 Section 20 (2) of the Environmental Planning and Assessment Act 1979, the applications as listed in the attachment on the Wentworth Shire Council website.
- c) Calls a Division in accordance with S375A of the Local Government Act 1993 (NSW).

Detailed Report

Purpose

The purpose of this report is to provide Council with a list of Development Applications as tabled in the Attachment, determined under delegated authority by the Director Health and Planning for the month of February 2023, hence complying with the requirements under section 3.20 of the Office of Local Government Promoting Better Practice Program.

Conclusion

The total value of determinations was \$3,917,056.00 for the month of February 2023. The average determination time was 86 days.

Attachments

1. Delegated Authority Report February 2023 [📄](#)

DETERMINATION OF DEVELOPMENT APPLICATIONS FOR THE MONTH OF FEBRUARY 2023

FILE NUMBER	APPLICANT	LOCATION	DESCRIPTION	VALUE (EX GST)	DETERMINATION DATE	ACTIVE DAYS
DA2022/044 PAN 194075	Wentworth Shire Council	Boeill Creek Road Lot 4 DP 777861 Boeill Creek	3 Lot subdivision	\$0.00	1/02/2023	271
DA2022/045 PAN 194088	Wentworth Shire Council	Darling View Road Lot 3 DP 788330 Wentworth	2 Lot subdivision	\$0.00	02/02/2023	272
DA2022/132 PAN 288985	Hatch Planning Pty Ltd - Matt Jackson	26 Lee Court Lot 42 DP 1259103 Gol Gol	Swimming pool with safety barrier	\$84,880.00	02/02/2023	50
S4-55/2022/051 PAN 286872	BWA National Building Consultants - Donna Clode	34 Waratah Court Lot 9 DP 1248641 Gol Gol	Modify DA2021/196 Storage shed - Amend relocation of shed & setbacks	\$0.00	02/02/2023	48
DA2022/051 PAN 213870	Wentworth Shire Council	Boeill Creek Road Lot 5 DP 787557 Boeill Creek	3 Lot Subdivision	\$0.00	03/02/2023	238
DA2022/065 PAN 233672	Wentworth Shire Council	Sturt Highway Lot 7 DP 827371 Monak	3 Lot Subdivision	\$0.00	03/02/2023	218

WELLS WOODS SHIRE COUNCIL
WORTH DRIVE

DETERMINATION OF DEVELOPMENT APPLICATIONS FOR THE MONTH OF FEBRUARY 2023

DA2022/135 PAN 283819	Council Approval Group - Planning	87 Wood street Lot 1 DP 565700 Gol Gol	Moveable cabin with open carport detached dual occupancy	\$130,000.00	07/02/2023	34
DA2022/124 PAN 281292	Michael Pound	68-70 Summer Drive Lot 7 DP 286990 Buronga	4 Lot Subdivision - Stage 2	\$0.00	10/02/2023	85
DA2022/115 PAN 261836	MH2 Engineering & Architectural Services P/L - Yeshni Purchase	98 Dawn Avenue Lot 41 DP 1232042 Gol Gol	91 Lot Subdivision	\$0.00	13/02/2023	114
S4-55/2023/006 PAN 303514	Scott Fraser	Anabranh Mail Road Lot 10 DP 756157 Anabranh South	Modify DA2022/070 Dwelling - Amend condition 14 to allow a septic system	\$0.00	14/02/2023	5
DA2022/130 PAN 285828	James Golsworthy Consulting Pty Ltd - James Golsworthy	141 Hendy Road Lot 2 DP 870633 Buronga	Subway food & drink premises with drive thru via alterations & additions to existing Shell Service Station	\$350,000.00	14/02/2023	68
S4-55/2023/004 PAN 301025	Denver Bell	Ashen Court Lot 9 DP 1242927 Gol Gol	Modify DA2021/193 Storage Shed - Amend location of storage shed	\$0.00	16/02/2023	16
S4-55/2023/005 PAN 300007	Hatch Planning Pty Ltd - Matt Jackson	6783B Sturt Highway Lot 1 DP 733472 Trentham Cliffs	Modify DA2022/121 Swimming pool with safety barrier - Amend location of swimming pool with safety barrier	\$0.00	17/02/2023	17
DA2022/125 PAN 279185	James Golsworthy Consulting Pty Ltd - James Golsworthy	6783A Sturt Highway Lot 3 DP 733472 Trentham Cliffs	Deferred commencement of a replacement dwelling	\$350,000.00	20/02/2023	94

WELLSHIRE COUNCIL
DETERMINATION OF DEVELOPMENT APPLICATIONS FOR THE MONTH OF FEBRUARY 2023
 WORTH DRIVE

DA2023/002 PAN 289807	Trendvil Pty Ltd – Monique Crane	27 Lee Court Lot 51 DP 1259103 Gol Gol	Dwelling with garage - swimming pool with safety barrier & storage shed	\$639,760.00	20/02/2023	38
DA2022/136 PAN 291897	Dale Engler - SOUTH AUSTRALIAN WATER CORPORATION	4166 Rufus River Road DP 762331 Rufus	Addition of new floating pontoon boat landing – walkway & water supply pumping system	\$303,718.00	21/02/2023	48
S4-55/2023/007 PAN 284234	Jackson Forster	354 Gol Gol North Road Lot 140 DP 756946 Gol Gol	Modify DA2021/084 Storage shed - addition of screening trees	\$0.00	21/02/2023	4
DA2022/133 PAN 287894	Hatch Planning Pty Ltd - Matt Jackson	17D Modica Crescent Lot 4 DP 1230858 Buronga	Storage shed & demolition of existing building	\$206,355.00	24/02/2023	72
DA2022/134 PAN 280496	Mallee Sheds Pty Ltd - Jodie Stockman	14 Arrandale Lane North Lot 169 DP 44252 Wentworth	Shed - Art studio / home office	\$34,769.00	27/02/2023	55
DA2023/004 PAN 291235	Hatch Planning Pty Ltd - Matt Jackson	10 The Cobb & Co Way Lot 21 DP 883066 Gol Gol	Alterations to existing dwelling - recreation room - pool extension & tennis court with lights	\$1,500,000.00	27/02/2023	35
DA2023/007 PAN 292542	BWA Williams & Associates National Building - Donna Clode	5721C Sturt Highway Lot 1 DP 1248259 Monak	Demolition of existing structures & construction of new cool room	\$317,574.00	28/02/2023	33

9.6 PROJECT & WORKS UPDATE - MARCH 2023

File Number: RPT/23/105

Responsible Officer: Geoff Gunn - Director Roads and Engineering

Responsible Division: Roads and Engineering

Reporting Officer: Jamie-Lee Kelly - Administration Officer

Objective: 3.0 Wentworth Shire is a community that works to enhance and protect its physical and natural environment

Strategy: 3.2 Ensure that community assets and public infrastructure are well maintained

Summary

This report provides a summary of the projects and major works undertaken by the Roads and Engineering Department which have been completed during the months of February 2023 and the planned activities for March 2023.

Recommendation

That Council receives and notes the major works undertaken in February 2023 and the scheduled works for the following month.

Detailed Report

Refer below for updates of the works completed in February 2023, and the planned activities for March 2023.

Project and Works Update for February 2023

<p>Roads</p>	<p><u>Pooncarie Road</u></p> <ul style="list-style-type: none"> • Temporary reinstatement of 2 road cuttings to allow Darling View Rd and surrounding residents access into Wentworth without travelling via the Fletchers Lake Rd detour has been completed, along with removal of capping material installed on the road to allow Kelso Sands trucks to continue operating during the flood event. • Pumping of flood waters near the intersection of Darling View Road over the sand dune has been completed, as we were advised flood waters remained in that area for up to 18 months after the last similar event. <p><u>Maintenance Grading</u></p> <ul style="list-style-type: none"> • Planned maintenance grading was undertaken on the following roads throughout February: Tooperoopna, Anabranck Mail Road from Renmark to Milpara, Top Hut, Arumpo, Petro and Wamberra <p><u>Renmark Road</u></p> <ul style="list-style-type: none"> • Final batters, trimming and sealing of section that was raised to protect the Aerodrome <p><u>Silver City Heavy Patching</u></p> <ul style="list-style-type: none"> • Segment 45 (near intersection of Arumpo Rd). Stabilisation and reseal has been completed.
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	<p><u>Silver City Highway Shoulder Grading</u></p> <ul style="list-style-type: none"> • Works from Corbett Ave Buronga to Milpara rest area has been completed. Have requested TfNSW to extend the scope up to the Shire boundary <p><u>Low Darling Road Pomona</u></p> <ul style="list-style-type: none"> • Temporary reinstatement of the road cutting has been completed to allow residents access. • A temporary levee bank was installed on the shoulder of the road to restrict Darling River Flood waters cutting the road again after the reinstatement was completed. <p><u>Log Bridge Road</u></p> <ul style="list-style-type: none"> • Pumping out of flood water that had exposed services such as raw water supply to another residential property and Telstra services in the road reserve. • Rectification works will be completed in early March <p><u>Arumpo 4 Km Upgrade to Seal</u></p> <ul style="list-style-type: none"> • Extraction of gravel from the existing pits has been completed in readiness for onsite works to commence early March <p><u>Tree Pruning</u></p> <ul style="list-style-type: none"> • Areas identified as potential hazards along the Silver City and Sturt Highways <p><u>Anabranh Flooding</u></p> <ul style="list-style-type: none"> • Several Roads have been significantly impacted due to the Anabranh system flooding. We currently have closures on the Old Broken Hill Road, Popio, Windamingle and Roo Roo Roads
<p>Projects</p>	<p><u>Gol Gol East Raw Water System</u></p> <ul style="list-style-type: none"> • Tenders for the installation and construction of supporting infrastructure including electrical works closed, report and tender recommendation presented and awarded at February Council meeting. <p><u>James King Park</u></p> <ul style="list-style-type: none"> • Quotes for retaining wall design sought • Design to commence <p><u>Junction Island Bridge</u></p> <ul style="list-style-type: none"> • Ramp Fabrication Complete and ramps delivered to Council. • Inclusion of installation works in tender documents for Junction Island works. <p><u>Pink Lake</u></p> <ul style="list-style-type: none"> • Contractor undertaking additional soil testing. Soil results to be assessed and returned to Council as a bore log report.

	<p><u>Pooncarie Campground Toilets</u></p> <ul style="list-style-type: none"> Contract for transportable building construction awarded. <p><u>Jockey Changerooms</u></p> <ul style="list-style-type: none"> Tenders closed, report and tender recommendation to be presented at March Council meeting. <p><u>Wentworth EDS</u></p> <ul style="list-style-type: none"> Council awaiting detailed design package. <p><u>Wentworth Rowing Club Extension</u></p> <ul style="list-style-type: none"> Amended prices from successful contractor pending. <p><u>Wentworth Showgrounds Sewer</u></p> <ul style="list-style-type: none"> Works to complete sewer connections at the complex recommenced following flood event, expected completion and commissioning of sewer pump station by 17 March. <p><u>Willow Bend Caravan Park</u></p> <ul style="list-style-type: none"> Works recommenced end of February including tree removal, grading shaping and compaction of roads and other surface areas. <p><u>Amenities Blocks</u></p> <ul style="list-style-type: none"> Contract documents prepared for both Council and the Contractor. <p><u>Wurlong Drainage Extension</u></p> <ul style="list-style-type: none"> Council survey and design works are prepared for construction. Revised pricing to be completed end February and assessed for quotation award. <p><u>Pooncarie Telegraph Building</u></p> <ul style="list-style-type: none"> Demolition Works complete. Site cleared and cleaned, renovation works to being end March.
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Projects and Works scheduled for March 2023

Roads	<p><u>Pooncarie-Menindee Road Reconstruction</u></p> <ul style="list-style-type: none"> Works scheduled to recommence in July 2023 following flood reinstatement and repair activities. <p><u>Maintenance Grading</u></p> <ul style="list-style-type: none"> Planned maintenance grading is forecasted for the Ivanhoe, Wilkurra and Karpa Kora Roads <p><u>Silver City Highway Heavy Patching</u></p> <ul style="list-style-type: none"> Line marking to be completed at the end of March <p><u>Arumpo 4km Upgrade to Seal</u></p> <ul style="list-style-type: none"> Establishment of plant and equipment onsite and commence
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<p>Projects</p>	<p>earthworks, spreading and compaction of material</p> <p><u>Buronga Landfill Machinery Shed</u></p> <ul style="list-style-type: none"> • Works due to begin 6 March. <p><u>Pink Lake</u></p> <ul style="list-style-type: none"> • Council to undertake additional survey work to prepare design plans for RFQ/Tender. Survey to be undertaken alongside soil testing early March. <p><u>Pooncarie Campground Toilets</u></p> <ul style="list-style-type: none"> • Fabrication of amenities building to commence. <p><u>Wentworth EDS</u></p> <ul style="list-style-type: none"> • Council to package tender pending the receipt of the revised civil plans. <p><u>Willow Bend Caravan Park</u></p> <ul style="list-style-type: none"> • Works continuing through March to re-establish finish design surface and roads preparation. <p><u>Amenities Blocks</u></p> <ul style="list-style-type: none"> • Materials to be ordered and plans to be approved by contractor's structural engineer. <p><u>Wentworth Showgrounds Sewer</u></p> <ul style="list-style-type: none"> • Remaining sewer connections and removal of old septic infrastructure to be completed, together with final commissioning of switch board and pump station to be completed mid March. <p><u>Wurlong Drainage Extension</u></p> <ul style="list-style-type: none"> • Contract to awarded with works scheduled to commence.
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Flood Recovery Works

<p>Flood Recovery</p>	<p><u>Curlwaa Boat Ramp & Pontoon</u></p> <ul style="list-style-type: none"> • Pontoon installed <p><u>Buronga Riverfront Nature Play Area</u></p> <ul style="list-style-type: none"> • All pressure washing completed in area around BMX track and nature play area. • Reinstatement of garden & playground areas. <p><u>O'Donnell Park</u></p> <ul style="list-style-type: none"> • Open to public. • Minor works required. • Leaf litter mowed/mulched. • Park fertilized. • Irrigation Checked. • Re-installed irrigation pump. • Topped up climbing frame with soft fall mulch. <p><u>Wentworth Rowing Club</u></p> <ul style="list-style-type: none"> • Power restored to the Rowing Club and Darling Street toilets.
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- Electrical assessment of building undertaken and passed.
- Damaged ceiling panels removed, site now accessible.
- Rowing Club have disposed of most flood-affected items internally.
- Pressure washing is underway and being done in 2 stages. Stage 2 is scheduled for completion early March.
- Final damage assessment to be undertaken at the conclusion of the pressure washing.

James King Park

- Pressure washing of area scheduled for completion early March.
- RFQ for Tennis Court fence replacement closed – contract awarded. Start date to be advised.

Buronga EDS

- Pressure washing complete.

Junction Park

- Most of the power restored to the park – some underground electrical repairs still required.
- Pressure washing completed.
- Some hand washing of signs being undertaken to determine if any signs will require replacement.
- Toilet block plumbing works completed. Carpentry works will be completed by 7 March. Painting scheduled for 8 March.
- Toilet block scheduled to open to public on 7 March.
- New disabled BBQ required – currently on order.
- Painting required on some park infrastructure.
- Prices being sought to replace affected table and seats.
- Viewing platform assessed by Tonkin and deemed safe – bank erosion around concrete slab require minor works – currently be investigated.

Fotherby Park

- Power restored to toilets and Park area. Power to the Ruby to be restored around 10 March.
- Pressure washing completed.
- Toilet block plumbing works and cleaning complete.
- Toilet block painting completed.
- Toilet block opening to the public 6 March.

Wentworth Ski Reserve

- Pressure washing to be completed by Monday 6 March.
- Final assessment of infrastructure required to determine what painting and sign replacement will be required.
- New boat ramp solar light and pole assembly on order.
- Toilet block sustained major damage and will require partial demolition and repair.
- Bridge to Junction island remains closed to the public due to OH&S concerns.

Wentworth Wharf & Riverfront

- Power restored to the entire riverfront between Darling Street bridge & Caravan Park Playground.

	<ul style="list-style-type: none"> • Final electrical upgrades to Wharf hut scheduled for completion by 3 March. • Pressure washing of site completed. • Stage 1. Painting between Darling street bridge and boat ramp to be completed by 13 March. • Stage 2. Painting between the boat ramp & caravan park playground will commence upon completion of stage 1. • Prices being sought to replace affected table and seats. <p><u>Wentworth Showgrounds</u></p> <ul style="list-style-type: none"> • Electrical reconnection underway – anticipated completion week ending 10 March. • Main switchboard raised 850mm off ground to protect from future flooding.
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Attachments

1. Armstrong Avenue Reseal [↓](#)
2. Wentworth Street Reseal [↓](#)
3. Wurlong Drive Reseal [↓](#)
4. Levee Construction Anabranth Hall [↓](#)
5. Old Broken Hill Road near Roo Roo Road intersection [↓](#)
6. Old Broken Hill Road near Windamingle Road intersection [↓](#)
7. Pooncarie Post Office [↓](#)
8. Pooncarie Post Office Site Cleared [↓](#)
9. Wentworth Landfill Office [↓](#)
10. Buronga River Front Flood Reinstatement [↓](#)
11. Wentworth Showgrounds sewer connections 1 [↓](#)
12. Wentworth Showgrounds sewer connections 2 [↓](#)

























10 NOTICES OF MOTIONS / QUESTIONS WITH NOTICE

10.1 YOUTH COUNCIL

File Number: RPT/23/151

Councillor Councillor MacAllister has indicated her intention to move the following motion:

Motion

That Council reintroduce a Youth Council, in consultation with Coomealla High School.

Background

As foreshadowed at the last Advisory meeting, I hope to support Coomealla High School's request made during the last Wentworth Shire Interagency Group Child & Youth meeting for reintroduction of the Youth Council, which former Mayor Hederics had introduced.

Attachments

Nil

11 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

Despite the right of members of the public to attend meetings of a council, the council may choose to close to the public, parts of the meeting that involve the discussion or receipt of certain matters as prescribed under section 10A(2) of the Local Government Act.

With the exception of matters concerning particular individuals (other than councillors) (10A(2)(a)), matters involving the personal hardship of a resident or ratepayer (10A(2)(b)) or matters that would disclose a trade secret (10A(2)(d)(iii)), council must be satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

The Act requires council to close the meeting for only so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security being protected. (section 10B(1)(a))

Section 10A(4) of the Act provides that a council may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Section 10B(4) of the Act stipulates that for the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:-

- (a) a person may misinterpret or misunderstand the discussion, or
- (b) the discussion of the matter may -
 - (i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
 - (ii) cause a loss of confidence in the council or committee.

Recommendation

That Council adjourns into Closed Session, the recording of the meeting be suspended, and members of the press and public be excluded from the Closed Session, and that access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution.

This action is taken in accordance with Section 10A(2) of the Local Government Act, 1993 as the items listed come within the following provisions:-:

12.1 Water Account Reduction Request. (RPT/23/131)

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (b) discussion in relation to the personal hardship of a resident or ratepayer.

12 OPEN COUNCIL - REPORT FROM CLOSED COUNCIL

12.1 WATER ACCOUNT REDUCTION REQUEST

File Number: RPT/23/131

Responsible Officer: Geoff Gunn - Director Roads and Engineering

Responsible Division: Roads and Engineering

Reporting Officer: Jamie-Lee Kelly - Administration Officer

Objective: 3.0 Wentworth is a community that works to enhance and protect its physical and natural assets

Strategy: 3.1 Promote the efficient delivery of water supply, sewer and drainage services for the long term interests of future generations

REASON FOR CONFIDENTIALITY

This item is classified CONFIDENTIAL under the provisions of Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to (b) discussion in relation to the personal hardship of a resident or ratepayer.

13 CONCLUSION OF THE MEETING

NEXT MEETING

19 April 2023