



AGENDA

Ordinary Council Meeting Tuesday, 16 February 2021

Date: Tuesday, 16 February 2021

Time: 5pm

Location: Council Chambers, Market Street Balranald

**Oliver McNulty
General Manager**

BALRANALD SHIRE COUNCIL

AGENDA

In Case of an emergency, for example a fire, please evacuate the building following the direction of the Administrator. The order to evacuate may be signified by a council officer or myself. Please proceed to the assembly area (in front of police station) or in the car park across the road. An instruction to evacuate to an area should be followed without delay to assist Council in ensuring the Health and Safety of all staff and visitors.

LIVE STREAMING OF COUNCIL MEETINGS PLEASE NOTE: This Council meeting is being streamed live, recorded, and broadcast online via Facebook. To those present in the gallery today, by attending or participating in this public meeting you are consenting to your image, voice and comments being recorded and published. The Administrator and/or General Manager have the authority to pause or terminate the stream if comments or debate are considered defamatory or otherwise inappropriate for publishing. Attendees are advised that they may be subject to legal action if they engage in unlawful behaviour or commentary.

Our Vision

To create a better, more vibrant, more resilient and more engaged community, by capitalising upon its human, cultural, environmental and business assets and encouraging a strong sense of civic participation and pride.

Our Mission

"Committed to Balranald Shire, Providing for our People, Protecting our Heritage, and Planning for our Future."

Our Values

- Honesty:** We will be transparent, frank and truthful to ourselves, each other and with other people we deal with.
- Respect:** We will treat others as we want to be treated ourselves, we will be tolerant of each other and accept that people have different opinions.
- Enjoyment:** We will create a pleasant and enjoyable working environment with satisfying jobs.
- Teamwork:** We will cooperate and support each other to achieve common goals.
- Openness:** We will collaborate openly and provide opportunities to communicate and network regularly with each other.
- Leadership:** We will provide a clear strategy and direction and support all to achieve organisational and community goals.
- Customer Focus:** We will constantly strive to be responsive to our customers' needs and preferences by providing high quality services.

Notice is hereby given that an Ordinary Meeting of Council will be held in the Council Chambers, Market Street Balranald on:
Tuesday, 16 February 2021 at 5pm

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1 OPENING OF MEETING

The Council’s Charter

(Chapter 3. Section 8 (1) Local Government Act 1993)

(1) A Council has the following charter:

- To provide directly or on behalf of other levels of government, after due consultation, adequate and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively;
- To exercise community leadership;
- To exercise its functions in a manner that is consistent with and actively promotes the principles of multiculturalism;
- To promote and to provide and plan for the needs of children;
- To properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development;
- To have regard to the long term and cumulative effects of its decisions;
- To bear in mind that it is the custodian and trustee of public assets and to effectively account for and manage the assets for which it is responsible;
- To facilitate the involvement of councillors, members of the public, users of facilities and services and council staff in the development, improvement and co-ordination of local government;
- To raise funds for local purposes by the fair imposition of rates, charges and fees, by income earned from investments and, when appropriate, by borrowings and grants;
- To keep the local community and the State government (and through it, the wider community) informed about its activities;
- To ensure that, in the exercise of its regulatory functions, it acts consistently and without bias, particularly where an activity of the council is affected;
- To be a responsible employer.

(2) A council, in the exercise of its functions, must pursue its charter but nothing in the charter or this section gives rise to, or can be taken into account in, any civil cause of action.

2 ACKNOWLEDGEMENT OF COUNTRY

Acknowledgement of Country

We pay our respect to the Traditional Custodians of the Lands where we hold this meeting to Elders past, present and emerging.

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**3 APOLOGIES**

**4 CONFIRMATION OF MINUTES**

**4.1 MINUTES OF THE COUNCIL MEETING HELD ON 15 DECEMBER 2020**

**File Number: D21.47761**

**Reporting Officer: Carol Holmes, Senior Executive Officer**

**Responsible Officer: Oliver McNulty, General Manager**

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**OFFICER RECOMMENDATION**

1. That the Minutes of the Council Meeting held on 15 December 2020 be received and the recommendations therein be adopted.

**HEADING**

Minutes of Ordinary Council Meeting held on 15 December 2021.

**ATTACHMENTS**

1. **Minutes of the Council Meeting held on 15 December 2020**



# **MINUTES**

## **Ordinary Council Meeting Tuesday, 15 December 2020**

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| Nil                                                                                            |           |
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| Nil                                                                                            |           |

**MINUTES OF BALRANALD SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD  
ON TUESDAY, 15 DECEMBER 2020 AT 5.08PM**

**1 OPENING OF MEETING**

Administrator Mike Colreavy opened the meeting at 5.08pm with an introduction and welcoming the General Manager Oliver McNulty.

**2 ACKNOWLEDGMENT OF COUNTRY****PRESENT:**

Administrator Mike Colreavy

**IN ATTENDANCE:**

Oliver McNulty (General Manager), Terri Bilske (Director Corporate & Community Services), Ray Davy (Director Infrastructure & Development) and Carol Holmes (Senior Executive Officer),

**3 APOLOGIES**

Nil

**4 CONFIRMATION OF MINUTES****4.1 MINUTES OF THE COUNCIL MEETING HELD ON 17 NOVEMBER 2020**

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**RESOLUTION 2020/216**

Moved: Administrator Mike Colreavy

1. That the Minutes of the Council Meeting held on 17 November 2020 be received and noted.

**CARRIED**

**5 DISCLOSURE OF INTEREST**

Administrator Mike Colreavy declared an interest in Item 13.1, Planning Administration of the Infrastructure & Development Reports because he owns 151 Ballandella Street referred to in the report.

**6 ADMINISTRATOR MINUTE/REPORT**

Nil

**7 COMMITTEE REPORTS FOR ADOPTION**

Nil

**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****8 GENERAL MANAGER'S REPORTS**

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**RESOLUTION 2020/217**

Moved: Administrator Mike Colreavy

That Item 8.12 relating to Executive of Chairs Meeting held on 10th December 2020 and Item 8.13 relating to Strengthening Community Access, Inclusion and wellbeing Meeting held on 7th December 2020 be included in the agenda.

**CARRIED**

**8.1 DRAFT CEMETERY POLICY****PURPOSE OF REPORT**

To seek endorsement to exhibit a Draft Cemetery Policy which includes all cemeteries located in Balranald Shire.

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**RESOLUTION 2020/218**

Moved: Administrator Mike Colreavy

That Item 8.1 – Draft Cemetery Policy be deferred until the February 2021 Ordinary Council Meeting.

**CARRIED**

**8.2 RECORDS MANAGEMENT POLICY****PURPOSE OF REPORT**

To seek adoption of the Records Management Policy

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**RESOLUTION 2020/219**

Moved: Administrator Mike Colreavy

That Council formally adopts the Records Management Policy subject to council resolution No. 2020/76 relating to certain “classified” documents.

**CARRIED**

**8.3 ORDINARY COUNCIL MEETING ON 21 JANUARY 2021****PURPOSE OF REPORT**

To resolve to hold an Ordinary Council Meeting in January 2021.

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**RESOLUTION 2020/220**

Moved: Administrator Mike Colreavy

That Council hold an Extraordinary Council Meeting on a date to be confirmed in early February 2021 to consider tenders for extensions to Bidgee Haven Hostel and any other general items that may arise.

**CARRIED**

#### **8.4 DELEGATION TO APPROVE A POLICY IN THE ABSENCE OF THE ADMINISTRATOR**

##### **PURPOSE OF REPORT**

To resolve to delegate to the General Manager authority to consider and adopt a draft Build Over Sewer policy.

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##### **RESOLUTION 2020/221**

Moved: Administrator Mike Colreavy

That Council resolves to delegate to the General Manager authority to consider and adopt a draft Build Over Sewer Policy and any associated reports which Council may need to consider.

**CARRIED**

#### **8.5 MODEL CODE OF CONDUCT FOR LOCAL COUNCILS AND PROCEDURES**

##### **PURPOSE OF REPORT**

To seek agreement to formally adopt the Model Code of Conduct for Local Councils in NSW and Procedures for the Administration of the Code as presented Office of Local Government.

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##### **RESOLUTION 2020/222**

Moved: Administrator Mike Colreavy

That Council formally adopts the Model Code of Conduct for Local Councils in NSW and Procedures for the Administration of the Code as presented by Office of Local Government.

**CARRIED**

#### **8.6 DONATION REQUESTS**

##### **PURPOSE OF REPORT**

To advise Council of the donation applications received

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##### **RESOLUTION 2020/223**

Moved: Administrator Mike Colreavy

1. That Council provides St Joseph's School with \$60 sponsorship of an Academic Encouragement Award to be awarded to a Year <sup>3</sup>/<sub>4</sub> student;
2. That Council provides Euston Public School with \$60 sponsorship of English/Literacy Awards to be awarded to Year 6 students; and

- 
3. That Council waives the fees of hiring Theatre Royal for the 2021 Year 12 Formal, whilst BCS pay the cleaning deposit of \$325, which will be fully refunded if the Hall is left clean and tidy.

**CARRIED**

## **8.7 DROUGHT COMMUNITY GRANT FUNDING REQUESTS**

### **PURPOSE OF REPORT**

To provide an update to Council of requests of funding through the Community Drought Grant Program.

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### **RESOLUTION 2020/224**

Moved: Administrator Mike Colreavy

That Council notes the applications; and

1. Council ratifies the approval of \$1,000 under Community Drought Funding for Homebush Landcare Group Christmas Tree; and
2. Council approves \$8000 to Balranald Inc. towards the purchase of an outdoor Christmas tree.
3. Council approves funding of \$2,485 to Balranald Men's Shed for upgrading of power outlets in Men's Shed.

**CARRIED**

## **8.8 REPORT ON EUSTON PROGRESSIVE ADVISORY COMMITTEE**

### **PURPOSE OF REPORT**

To provide Council with an update from Euston Progressive Advisory Committee.

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### **RESOLUTION 2020/225**

Moved: Administrator Mike Colreavy

1. That Council receives and notes this report, and the attached meeting minutes, and the recommendation to Council; and
2. That Council provide the Euston Progressive Advisory Committee (EPAC) with a brief on Council services in Euston.

**CARRIED**

## **8.9 REPORT ON AGEING WELL, AGED CARE & FACILITIES ADVISORY COMMITTEE**

### **PURPOSE OF REPORT**

To provide a report from the Ageing Well, Aged Care & Facilities Advisory Committee (AWACFAC) meeting held on 12<sup>th</sup> November 2020.

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### **RESOLUTION 2020/226**

Moved: Administrator Mike Colreavy

1. That Council receives and notes this report, the attached minutes and the recommendation to Council.
2. That Council seeks to investigate notified potential defects in the pavement, kerbing and guttering along Market Street and that the gutter be cleaned adjacent to the Newsagency and Butcher shop as soon as possible and kept clean.
3. That Council commits to completing the review of the Senior Citizen's building with the objective of forming a position on its future management and utilisation.
4. That Council continues to also engage with the Executive of Chairs on the matter of the Senior Citizen's Building management and utilisation.

**CARRIED**

## **8.10 REPORT ON THE BALRANALD BEAUTIFICATION ADVISORY COMMITTEE**

### **PURPOSE OF REPORT**

To provide a report from the Balranald Beautification Advisory Committee (BBAC) meeting held on 4<sup>th</sup> November 2020.

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### **RESOLUTION 2020/227**

Moved: Administrator Mike Colreavy

1. That Council receives and notes this report, the attached minutes and the recommendation to Council.
2. That Council commits to engaging with the Balranald Beautification Advisory Committee on the design and location of the Balranald Cemetery Toilet.
3. That Council investigates options for installing benches/table (including the possibility of relocating existing street furniture to the site) at the Senior Citizen's Plaza and engage with the Executive of Chairs on the matter.

**CARRIED**

## **8.11 REPORT ON THE SPORT AND RECREATION ADVISORY COMMITTEE**

### **PURPOSE OF REPORT**

To provide a report from the Sport and Recreation Advisory Committee (SARAC) meeting held on 27<sup>th</sup> November 2020.

---

### **RESOLUTION 2020/228**

Moved: Administrator Mike Colreavy

That Council:

1. That Council receives and notes this report and the attached meeting minutes.
2. That Council refers the following priority list of six proposals for consideration to be included in the Local Roads and Community Infrastructure Program – Tranche Two;
  - Euston multi-court upgrade
  - Basketball courts for Balranald

- New lighting on the Balranald Netball Courts
- New training facilities for the Balranald Cricket Club
- Balranald Motorcycle Club Canteen
- Year-round swimming pool for Balranald

**CARRIED**

## **8.12 REPORT ON EXECUTIVE OF CHAIR MEETING - 10 DECEMBER 2020**

### **PURPOSE OF REPORT**

To provide a report from the Executive of Chairs (EOC) meeting held on 27<sup>th</sup> November 2020.

---

### **RESOLUTION 2020/229**

Moved: Administrator Mike Colreavy

That Council:

1. Receives and notes this report and the attached meeting minutes.
2. Adjusts the quorum required for the Growing Business, Industry and Tourism Advisory Committee from six to five Members.
3. Defers consideration of Australia Day nominations until next Executive Of Chairs meeting being 6pm, Tuesday 22 December 2020.
4. Re-advertises for Australia Day Award nominations and extends the closing date to 12pm, Monday 21 December 2020.
5. Assigns duties of hosting the Australia Day Ambassador to Toni Tyrer and Jackson Bialobrzkeski in Balranald and Guy Fielding about coordinating hosting activities in Euston.

**CARRIED**

## **8.13 REPORT ON THE STRENGTHENING COMMUNITY ACCESS, INCLUSION AND WELLBEING ADVISORY COMMITTEE MEETING HELD 7 DECEMBER**

### **PURPOSE OF REPORT**

To provide a report from the Strengthening Community Access, Inclusion and Wellbeing Advisory Committee (SCAIWAC) meeting held on 7<sup>th</sup> December 2020.

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### **RESOLUTION 2020/230**

Moved: Administrator Mike Colreavy

That Council:

1. Receives and notes this report and the attached minutes.
2. Commits to establishing a position on the Senior Citizen's building once a report is provided to Council on its current occupancy and options for future use.

**CARRIED**

## 9 CORPORATE & COMMUNITY SERVICES REPORTS

### 9.1 BALRANALD 5 RIVERS OUTBACK FESTIVAL - AUSTRALIA DAY 2021

#### PURPOSE OF REPORT

To seek Council approval to hold an Australia Day event at Balranald Caravan Park on 26<sup>th</sup> January 2021.

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#### RESOLUTION 2020/231

Moved: Administrator Mike Colreavy

That Council approves the Balranald 5 Rivers Outback Festival to hold an event on Tuesday 26<sup>th</sup> January for Australia Day 2021 at Balranald Caravan Park subject to the development of the Covid-19 plan for the event.

**CARRIED**

## 10 INFRASTRUCTURE & DEVELOPMENT REPORTS

### 10.1 S PAPA BUILDING LINE SETBACK VARIATION

#### PURPOSE OF REPORT

To consider a building setback variation on Lot 11 Section 88 DP 758048, 46 We St Balranald.

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#### RESOLUTION 2020/232

Moved: Administrator Mike Colreavy

That Council

1. Not approve a primary building setback variation to zero (0) metres for a carport and shed structure on Lot 11 Section 88 DP 758048, 46 We St Balranald;
2. Approve a primary building setback variation to three (3) metres for a carport and shed structure on Lot 11 Section 88 DP 758048, 46 We St Balranald.

**CARRIED**

### 10.2 RIGHT TO FARM POLICY

#### PURPOSE OF REPORT

To seek Council endorsement to undertake public consultation in relation to adopting the NSW Right to Farm Policy as Council policy.

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#### RESOLUTION 2020/233

Moved: Administrator Mike Colreavy

That Council undertake public consultation in line with the Community Participation Plan,



advertising the proposed adoption of the NSW Right to Farm Policy with a submission period of 28 days.

**CARRIED**

### **10.3 NSW - VICTORIA BORDER CONTROL**

#### **PURPOSE OF REPORT**

To propose that Council express its profound appreciation for the work of all participating agencies, and in particular the NSW Cross Border Commissioner and his staff, in the management of State border control measures during 2020 and in assisting residents of Balranald Shire to deal with those measures.

---

#### **RESOLUTION 2020/234**

Moved: Administrator Mike Colreavy

1. That Council expresses its profound appreciation for the work of all agencies involved in the management of border control processes during 2020, and notes in particular the outstanding assistance given to residents of the Shire by the NSW Cross-Border Commissioner and his staff and also by Council's Director Infrastructure & Development, Mr Davy
2. That Council acknowledges the appreciation of its participation in these processes received from NSW Police.

**CARRIED**

### **10.4 INFRASTRUCTURE UPDATE**

#### **PURPOSE OF REPORT**

To update Council on infrastructure works currently in hand and in planning, updated to 4 December 2020.

---

#### **RESOLUTION 2020/235**

Moved: Administrator Mike Colreavy

That the monthly update of infrastructure projects be received and noted.

**CARRIED**

## 10.5 ALGA NATIONAL LOCAL ROADS CONGRESS

### PURPOSE OF REPORT

The Australian Local Government Association (ALGA) holds an annual National Local Roads Congress which brings together elected Councillors and relevant senior Council staff to discuss issues of common interest regarding the local road networks across the country. The 2020 Congress was originally scheduled as a 3-day event to be held in Hobart, but was rescheduled as a 2-day hybrid in person and online event in Wagga Wagga due to border restrictions imposed in response to Covid-19. The Congress took place on 16-17 November 2020 with the title "Roads, Regions and Resilience", and Council was represented by the Director Infrastructure and Development. Representatives attended in person from the four mainland eastern States and the ACT, supplemented by online attendance from all States.

A copy of the Congress programme is attached, together with a copy of the lead article in the most recent "LG Focus" publication. The overwhelming majority of presentations related more properly to emergency management and recovery, particularly associated with the devastating bushfires of the 2019-20 summer, with only a couple dealing with roads issues as such. These sessions were of interest to the Director more in his role as Local Emergency Management Officer but arguably did not represent the purpose of the annual Congress. However, as is generally the case with such events, it did provide good opportunities to network with representatives from other Councils in southern NSW for private information sharing about roading issues of common interest.

---

### RESOLUTION 2020/236

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

## 10.6 PURCHASE OF LAND FROM BALRANALD CLUB

### PURPOSE OF REPORT

To seek the approval of Council for the purchase of approximately 320 square metres of land adjoining the Bidgee Haven Aged Care Hostel from the Balranald District Ex-Services Memorial Club Ltd for the purpose of locating fire tanks and other essential infrastructure associated with the proposed high dependency expansion project.

---

### RESOLUTION 2020/237

Moved: Administrator Mike Colreavy

That Council approves the purchase of approximately 320 square metres of land from the Balranald District Ex-Services Memorial Club Ltd for a maximum price of \$10,000 and authorises the General Manager to:

- (i) execute the formal instrument of sale when available; and
- (ii) enter into a short-term lease to enable Council to have use of the land pending finalisation of the necessary subdivision and transfer functions.
- (iii) Affix the seal to the contract and necessary documents, if required.

**CARRIED**

**10.7 RURAL ROADS AND GRIDS POLICIES****PURPOSE OF REPORT**

To recommend the revocation of two existing policies in relation to maintenance of rural roads and grids on Council roads, to be replaced by amended policies reached through consultation with affected residents.

---

**RESOLUTION 2020/238**

Moved: Administrator Mike Colreavy

That Council's existing Rural Roads Policy and Grids – Retention, Removal and Replacement Policy be revoked and that consultation be initiated with rural ratepayers on a framework for amended policies.

**CARRIED**

**PART B – ITEMS FOR INFORMATION****11 GENERAL MANAGER'S REPORTS****11.1 OUTSTANDING ACTIONS****PURPOSE OF REPORT**

To advise Council of the outstanding Actions from previous Council meetings.

---

**RESOLUTION 2020/239**

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

**11.2 CIRCULARS FROM OFFICE LOCAL GOVERNMENT****PURPOSE OF REPORT**

To provide Council with copies of the circulars received from Office Local Government since 30 October 2020.

---

**RESOLUTION 2020/240**

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

**12 CORPORATE & COMMUNITY SERVICES REPORTS****12.1 REQUEST TO FIX COUNCIL SEAL TO AN INCOMPLETE TRANSFER - 174 LILY STREET BALRANALD****PURPOSE OF REPORT**

To advise Council of the process by which Mr Jack Murphy purchased a parcel of land from Council due to unpaid rates in 1980 and the subsequent incomplete property transfer of land.

---

**RESOLUTION 2020/241**

Moved: Administrator Mike Colreavy

That Council resolves to affix the Council seal to the Transfer for Lot 21 DP 1037 for sale of land due to unpaid rates which occurred in 1980, due to an incomplete transfer.

**CARRIED**

**12.2 COUNCIL FINANCIAL REPORT - NOVEMBER 2020****PURPOSE OF REPORT**

The purpose of the Financial Review report is to provide Council with accurate and timely reporting of income and expenditure against the adopted 2020-21 Operational and Capital Works budget.

---

**RESOLUTION 2020/242**

Moved: Cr Mike Colreavy

That the report on the Financial Review against Council's Operational Plan to 30 November 2020 be received and noted.

**CARRIED**

**12.3 STATEMENT OF FUNDS****PURPOSE OF REPORT**

The purpose of this report is to:

1. To advise Council of the balance of funds and investments held for the month ending 30 November 2020;
  2. Certify that Council's investments have been made in accordance with the *Local Government Act 1993 (Section 625)*, the Local Government (General) Regulation 2005 (Section 212) and Council's Investment Policy, which was adopted by Council on the 17 October 2017.
- 

**RESOLUTION 2020/243**

Moved: Administrator Mike Colreavy

That Council receives and notes the Statement of Funds for the period ending 30 November 2020.

**CARRIED**

**13 INFRASTRUCTURE & DEVELOPMENT REPORTS**

**13.1 PLANNING ADMINISTRATION**

**PURPOSE OF REPORT**

To advise Council of activities in the Planning area

---

This notation report was not considered by Council after the Administrator had declared an interest at Item 5 of this Agenda.

**13.2 LEASING & LICENCING OF COUNCIL PROPERTY POLICY**

**PURPOSE OF REPORT**

To advise of the results of the public exhibition of the draft Leasing & Licencing of Council Property Policy.

---

**RESOLUTION 2020/245**

Moved: Administrator Mike Colreavy

That the report be deferred to a Council Meeting in February.

**CARRIED**

**14 NOTICE OF MOTION / QUESTIONS ON NOTICE**

Nil

**15 CONFIDENTIAL MATTERS**

Nil

**The Meeting closed at 6.17pm.**

**The minutes of this meeting were confirmed at the Council Meeting held on 16 February 2021.**

.....  
**CHAIRPERSON**

.....  
**GENERAL MANAGER**

**4.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 22 JANUARY 2021**

**File Number: D21.47762**

**Reporting Officer: Carol Holmes, Senior Executive Officer**

**Responsible Officer: Oliver McNulty, General Manager**

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**OFFICER RECOMMENDATION**

1. That the Minutes of the Extraordinary Council Meeting held on 22 January 2021 be received and the recommendations therein be adopted.

**HEADING**

Minutes of Extraordinary Council Meeting held on 22 January 2021.

**ATTACHMENTS**

1. **Minutes of the Extraordinary Council Meeting held on 22 January 2021**



# MINUTES

## Extraordinary Council Meeting Friday, 22 January 2021

**Order Of Business**

|          |                                                                                                                                                         |          |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| <b>1</b> | <b>Opening of Meeting .....</b>                                                                                                                         | <b>3</b> |
| <b>2</b> | <b>Acknowledgment of country .....</b>                                                                                                                  | <b>3</b> |
| <b>3</b> | <b>Apologies .....</b>                                                                                                                                  | <b>3</b> |
| <b>4</b> | <b>Disclosure of Interest .....</b>                                                                                                                     | <b>3</b> |
|          | <b>General Manager's Reports (incorporating all staff reports) .....</b>                                                                                | <b>3</b> |
|          | <b>Part A – Items Requiring Decision.....</b>                                                                                                           | <b>3</b> |
| <b>5</b> | <b>Corporate &amp; Community Services Reports.....</b>                                                                                                  | <b>3</b> |
|          | REFERRAL OF AMENDED FINANCIAL STATEMENTS FOR AUDIT AND PUBLIC<br>NOTICE OF PRESENTATION OF THE FINANCIAL STATEMENTS BY THE<br>AUDIT OFFICE OF NSW ..... | 3        |
| 6.1      | IPART REVIEW OF THE LOCAL GOVERNMENT RATING SYSTEM -<br>SUBMISSION .....                                                                                | 4        |



**MINUTES OF BALRANALD SHIRE COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD  
ON FRIDAY, 22 JANUARY 2021 AT 9AM**

**1 OPENING OF MEETING - 9AM****2 ACKNOWLEDGMENT OF COUNTRY****PRESENT:**

Administrator Mike Colreavy

**IN ATTENDANCE:**

Terri Bilske (Director Corporate & Community Services), Ray Davy (Director Infrastructure & Development), Carol Holmes (Senior Executive Officer) and Oliver McNulty (General Manager)

**3 APOLOGIES**

Nil

**4 DISCLOSURE OF INTEREST Nil****GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****5 CORPORATE & COMMUNITY SERVICES REPORTS**

**REFERRAL OF AMENDED FINANCIAL STATEMENTS FOR AUDIT AND PUBLIC  
NOTICE OF PRESENTATION OF THE FINANCIAL STATEMENTS BY THE AUDIT  
OFFICE OF NSW**

**PURPOSE OF REPORT**

To seek Council approval to refer the amended Draft 2019-2020 Financial Statements to Audit in accordance with Section 413 of the Local Government Act (1993) and to apply for a further extension to complete the audit of four weeks to 22 February 2021.

This report also sets the date for the Audit Office of NSW to present the Audited Financial Statements as required under Section 418 of the Local Government Act (1993).

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**RESOLUTION 2021/1**

Moved: Administrator Mike Colreavy

That Council

1. Receives the amended Draft 2019-2020 Annual Financial Statements and Draft 2019-20 Special Purpose Financial Statements;
2. Refers to the Draft 2019-2020 Annual Financial Statements and the Draft 2019-20 Special Purpose Financial Statements to audit as tabled;

- 
3. Authorises the Administrator, the General Manager and the Responsible Accounting Officer to sign the Statements in accordance with Section 413(2)(c) of the Local Government Act (1993).
  4. Endorses a further extension for completion of the 2019-20 Annual Financial Statements up to 22 February 2021.
  5. Gives Public Notice that the Audited Financial Statements will be presented on 16 February 2021 by the Audit Office of NSW.
  6. Request a report to the March Council Meeting on the following;
    - Details of changes between the draft financial statements presented to council on 20.10.2020 and those presented today with reasons;
    - An explanation of significant factors contributing to the apparent deterioration in the net operating result for the 2019/2020 year compared to previous year;
    - A report in line item budget review format comparing Council's actual income and expenditure for 2019/2020 with budgeted Income and expenditure for the year, after approved variations;
    - A comparative report for the period from 1 July 2014 to 30 June 2020 on Council's financial performance, cash position and working capital. This part of the report to also consider the suitability of Council's asset management framework, ledger structure, and budget process.

**CARRIED**

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## **6.1 IPART REVIEW OF THE LOCAL GOVERNMENT RATING SYSTEM - SUBMISSION**

### **PURPOSE OF REPORT**

To inform Council of the Independent Pricing and Regulatory Tribunal (IPART) review of the Local Government Rating System and recommendations made to improve the equity and efficiency of the rating system, in order to enhance councils' ability to implement sustainable fiscal policies over the long term, the Government response to the recommendations made by IPART, and Council's submission towards a fairer Rating System.

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### **RESOLUTION 2021/2**

Moved: Administrator Mike Colreavy

1. That Council receive and note the Report in relation to the IPART Review of the Local Government Rating System and the Balranald Shire Council's submission as requested by the Office of Local Government NSW.
2. The Draft Submission is to undergo final review by the General Manager and Administrator.

**CARRIED**

**The Meeting closed at 10.05am.**

**The minutes of this meeting were confirmed at the Council Meeting held on 16 February 2021.**

.....  
**CHAIRPERSON**

.....  
**GENERAL MANAGER**

- 5 DISCLOSURE OF INTEREST**
- 6 ADMINISTRATOR MINUTE/REPORT**

**7 COMMITTEE REPORTS FOR ADOPTION****7.1 EXECUTIVE OF CHAIRS COMMITTEE HELD ON 22 DECEMBER 2020**

**File Number:** D21.47769

**Reporting Officer:** Carol Holmes, Senior Executive Officer

**Responsible Officer:** Oliver McNulty, General Manager

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**OFFICER RECOMMENDATION**

That Council receives and notes the Minutes of the Executive of Chairs Committee held on Tuesday 22 December 2020.

**PURPOSE**

To provide a report from the Executive of Chairs (EOC) meeting held on 22nd December 2020.

**REPORT**

The EOC Meeting held on 22 December discussed various items from the Advisory Committees of Council.

**Outcomes of Minutes**

Balranald Beautification and Euston Progressive committees would like to advise Council with opportunities to increase/improve public Christmas decorations in Balranald and Euston main streets.

**Australia Day Awards**

The committee viewed the nominations for Australia Day in confidence and chose the recipients of each category to receive awards.

**Christmas Light Competition**

The committee declared who the winners were for our Christmas Light Competition after viewing photos of each registered address.

**ATTACHMENTS**

1. Minutes - Executive of Chairs - 22 December 2020 

**7.2 GROWING BUSINESS, INDUSTRY & TOURISM - 10 NOVEMBER 2020 & 1 DECEMBER 2020**

**File Number:** D21.47837

**Reporting Officer:** Carol Holmes, Senior Executive Officer

**Responsible Officer:** Oliver McNulty, General Manager

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**OFFICER RECOMMENDATION**

That Council receive and note the discussion notes of the Growing Business Industry & Tourism Advisory Committee meetings held on 10 November 2020 and 1st December 2020.

**PURPOSE**

The purpose of this report is to update Council on the Growing Business Industry and Tourism Advisory Committee (GBIT) meetings held in November and December

**REPORT**

Neither of the meetings that were held by GBIT in November and December had a quorum. For this reason, there were discussions and minutes noted at each meeting however, there were no recommendations or suggested actions to council.

The minutes of these discussions are attached to this report.

Some of the items that were discussed at the meetings include;

- The Local Roads and Community Infrastructure Program,
- Opportunities to set up sub-committees,
- Discussion about reducing quorum required,
- Yanga Bridge

**ATTACHMENTS**

1. **Growing Business Industry & Tourism Discussion Notes - 10 november 2020** 
2. **Growing Business Industry & Tourism Discussion Notes - 1st December 2020** 

**7.3 AGEING WELL, AGED CARE AND FACILITIES ADVISORY COMMITTEE HELD ON 9 DECEMBER 2020**

**File Number:** D21.47840

**Reporting Officer:** Carol Holmes, Senior Executive Officer

**Responsible Officer:** Oliver McNulty, General Manager

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**OFFICER RECOMMENDATION**

That Council receives and notes the minutes of the Ageing Well, Aged Care and Facilities Advisory Committee meeting held on 9 December 2020 be received and noted.

**PURPOSE**

To provide an update on the Ageing Well, Aged Care and Facilities Advisory Committee (AWACFAC) held on 9 November 2020.

**REPORT**

The AWACAF meeting held on 9th November discussed several items that are noted and included within the Minutes attached.

Some of these items include;

- A discussion about the status of the Senior Citizens building;
- An update for the new wing for the Bidgee Haven Hostel; and
- A discussion about the possible overlap of purposes between a number of Council's Advisory Committee.

Mia Zaffina was welcomed as a new committee member.

There were no recommendations from AWACFAC for Council at this meeting.

**ATTACHMENTS**

1. Ageing Well, Aged Care & Facilities Minutes - 9 December 2020 

**7.4 STRENGTHENING COMMUNITY ACCESS, INCLUSION AND WELL-BEING ADVISORY COMMITTEE HELD ON 7 DECEMBER 2020**

**File Number:** D21.47845

**Reporting Officer:** Carol Holmes, Senior Executive Officer

**Responsible Officer:** Oliver McNulty, General Manager

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**OFFICER RECOMMENDATION**

1. That Council receives the Minutes of the Strengthening Community Access, Inclusion and Well-being Advisory committee (SCAIWAC) meeting held on 7 December 2020 notes the recommendations.
2. That Council note the recommendations made by the SCAIWAC as outlined in the attached Minutes and that an update will be provided to the committee at the next meeting.

**PURPOSE**

To provide an update on the Strengthening Community Access, Inclusion and Well-being Advisory committee meeting held on 7 December 2020 and to outline the recommendations made by the committee to Council as set out within the attached minutes.

**REPORT**

The SCAIW committee meeting was held at the Council Chambers on 7 December.

The Committee welcomed two guest speakers from Mallee Family Care who spoke about an Early Intervention Service that they provide. They also outlined some background to their community legal centre.

There was a discussion at the meeting about Council Disability Inclusion Action plan and a need to update this document. SCAIW would be asked for feedback and to assist in this process.

Other items that were discussed included;

- The Senior Citizens building
- The Western NSW PHN Proposal
- Council staff structure.

The meeting concluded with the following request and recommendations for Council

1. Seeks formal advice on the current use and future plans for the Senior Citizens;
2. Support council on the Western NSW PHN proposal, Committee reviewed and agreed that the proposal would be an asset to our communities; and
3. All advisory committee members receive a copy of the Balranald Shire Council staff flow chart;

**ATTACHMENTS**

1. **Strengthening Community Access & Wellbeing Advisory Committee Minutes** 



**7.5 BALRANALD BEAUTIFICATION ADVISORY COMMITTEE HELD ON 2 DECEMBER 2020**

**File Number:** D21.47849

**Reporting Officer:** Carol Holmes, Senior Executive Officer

**Responsible Officer:** Oliver McNulty, General Manager

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**OFFICER RECOMMENDATION**

That Council receives and notes the Minutes of the Balranald Beautification Advisory Committee meeting held on 2 December 2020 be received and noted.

**PURPOSE**

To inform and update Council of the Balranald Beautification Advisory Committee (BBAC) meeting held on 2 December 2020.

**REPORT**

The BBAC met at the Balranald Ex-Services Club on 2nd December 2020. At this meeting it was discussed and noted that the committee 2 priorities are;

- Toilet at the Cemetery
- Tables and Seats at Balranald Senior Citizens Centre.

There was also discussion about the possibilities of a toilet and shower facility at the truck wash and the possibility of a working bee at the swing bridge.

No recommendations were made for Council at this meeting.

**ATTACHMENTS**

1. **Balranald Beautification Advisory Committee Minutes** 

**7.6 EUSTON PROGRESSIVE ADVISORY COMMITTEE HELD ON 14 DECEMBER 2020 AND 18 JANUARY 2021**

**File Number:** D21.47854

**Reporting Officer:** Carol Holmes, Senior Executive Officer

**Responsible Officer:** Oliver McNulty, General Manager

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**OFFICER RECOMMENDATION**

1. That Council receives the Minutes of the Euston Progressive Advisory Committee meeting held on 14 December 2020 and 18 January 2021.
2. That Council note the request for an application for a multipurpose court, being netball and basketball court and changing rooms, to the upcoming NSW Sports Infrastructure Fund.

**PURPOSE**

The purpose of this report is to update Council on meeting held by the Euston Progressive Advisory Committee (EPAC) meeting held on 14 December 2020 and 18 January 2021.

**REPORT**

At EPAC meeting held on 14 December the main topic of conversation was how to best allocate the available funding of approximately \$100,000. The discussion focused on beautification and improvements to the town entrances to attract and retain visitors.

Signage and landscaping were the main topics considered. It was agreed to review in January 2021 to discuss this further. It was also agreed that Council would provide further advice in relation to possible costings.

At the meeting in January 2021 the town entrances were discussed further and some ball park costings were presented to the committee. There was also a discussion relating to future master planning for the town.

There was a priority list generated in relation to allocations for the available funding and these are outlined in the minutes attached.

Separate to this discussion a motion was passed to apply for funding through the NSW Sports Infrastructure Fund for a multipurpose court, being netball and basketball court and changing rooms, to the upcoming NSW Sports Infrastructure Fund.

**ATTACHMENTS**

1. **Minutes Euston Progressive - 14 December 2020** 
2. **Minutes - Euston Progressive - 18 January 2021** 

**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****8 GENERAL MANAGER'S REPORTS****8.1 DROUGHT COMMUNITY GRANT APPLICATION - OXLEY ANGLING CLUB**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.46417</b>                                                                               |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Officer</b>                                                  |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                         |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.</b> |

**OFFICER RECOMMENDATION**

That Council approves the application from Oxley Angling Club Inc. of \$2,000 towards the Oxley Fish Stocking Program.

**PURPOSE OF REPORT**

To inform and seek approval from Council, in relation to a request for funding from the Oxley Angling Club Inc., towards the Oxley Fish Stocking Program from the Community Drought Grant Program.

**REPORT**

Council has received an application from Oxley Angling Club Inc. requesting funding to assist with restocking the Murrumbidgee River with native fish between Toopuntul Station and Redbank Weir.

Oxley Angling Club have released native fish into the Murrumbidgee River for several years to enable recreational fishing and control the European Carp numbers.

Club members conduct the releases, oversighted by Department Primary Industries (DPI), to protect the river ecology and provide recreational fishing for the communities.

Community groups have been applying for funding under the Drought Communities Grant since April 2020. These funds have enabled different groups to upgrade their facilities or host a variety of events benefiting all our communities in some way.

The eligibility criteria for the Drought Communities procedure being;

- Not for profit organisations/groups or those auspiced by an incorporated body,
- Organisations who have limited capacity to raise funds,
- Organisations/groups located within Balranald Shire Council area who primarily serve residents of the Balranald Shire.

The essential criteria for the Drought Communities procedure being;

- Fosters ongoing community development which increases skills, knowledge and awareness and engages community members in meaningful participation and involvement in community life,
- Projects which are sustainable and create long term benefits for the community,
- Projects that target local community infrastructure or drought relief projects,

- Projects and events that contribute to the economic stimulus of the Balranald Shire Council area and provide a long-lasting benefit to communities and the agricultural industries on which they depend.

This request from Oxley Angling Club Inc has been assessed by officers against this criteria and it has been determined that the request meets the criteria set out above.

**FINANCIAL IMPLICATION**

This request for \$2,000 can be facilitated from the Drought Communities Grant Opportunities, leaving a balance of \$1719.22

**LEGISLATIVE IMPLICATION**

*Local Government Act 1993*

*Local Government Regulations General 2012*


**POLICY IMPLICATION**

Drought Communities Grant Opportunities Procedure

**RISK RATING**

Low

**ATTACHMENTS**

1. **Application form - Oxley Angling Club** 

**8.2 OPERATIONAL PLAN 2020-2021 PROGRESS REPORT**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47654</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Gavin Helgeland, Manager Strategic Development</b>                                                                                |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                                                               |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

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**OFFICER RECOMMENDATION**

That Council receives and notes the Operational Plan 2020-2021 Progress Report, contained in Attachment 1.

**PURPOSE OF REPORT**

Under the Integrated Planning and Reporting (“IP&R”) Framework, Council is required to report on its progress in implementing its Delivery Program and Operational Plan. This requirement is reflected in section 404(5) of the Local Government Act 1993 (“the Act”), which stipulates that the General Manager must ensure that regular progress reports are provided to the Council, at intervals of no more than six months, detailing the organisation’s progress with respect to the principal activities detailed in the Delivery Program. It is the General Manager’s Intention to provide Council with quarterly progress reports in relation to the progress of actions as outlined within the Operational Plan. This is the first of these progress reports in this current financial year.

**REPORT****Background**






Council’s 10-year Balranald Shire Community Strategic Plan 2027, was developed throughout 2016-17 and adopted at its Ordinary Meeting held 27<sup>th</sup> April 2017. Balranald Shire Community Strategic Plan 2027 identifies six pillars of wellbeing, underpinned by sixteen strategic objectives. Council’s Operational Plan 2020-2021, which was adopted by Council at its Extraordinary Meeting held 30 June 2020 [2020/117], details the six strategic directions and both the Delivery Program and Operational Plan actions that will be undertaken to meet those targets.

**Discussion**

In 2020-2021, Council is committed to delivering 88 actions focussed on achieving our community’s vision across the strategic directions contained in *Balranald Shire Community Strategic Plan 2027*. The progress report contained at Attachment A details Council’s progress in achieving those actions year-to-date from 01 July 2020 to 31 December 2020. Each of the 88 actions contained in the Operational Plan have been allocated to a member of Council’s Leadership Team for completion. In turn, each member of the Leadership Team is responsible for monitoring the actions assigned to their position and providing a progress status.

The report utilises a traffic light system to categorise the organisation’s progress made over the reporting period. Explanatory commentary has been provided for all actions that have been assigned a status of “Not Commenced”, “Behind” or “Urgent Action Needed or Stopped”.

A summary of Council’s progress in implementing its Operational Plan is shown in the table below

| Category                        |                                                                                   | Actions |            |
|---------------------------------|-----------------------------------------------------------------------------------|---------|------------|
|                                 |                                                                                   | Number  | Percentage |
| Action Completed                |  | 9       | 10%        |
| On or Ahead of Plan             |  | 52      | 58%        |
| Not Commenced                   |  | 10      | 11%        |
| Behind Plan                     |  | 10      | 11%        |
| Urgent Action Needed or Stopped |  | 8       | 9%         |

Of the 89 actions, a combined total of 68% per cent are complete or on track to being complete. A further 11% per cent were not yet commenced during the reporting period and are not scheduled to commence until subsequent reporting periods of the 2020-2021 year. A combined total of 20% per cent are behind plan or require urgent action and are being closely managed.

Please find attached a detailed report outlining Council's progress in completing actions set out in the 2020-2021 Operational Plan.

It is noted that 32% of the actions are behind or have not commenced. 9% of this 32% of the actions require urgent attention. At this time based on an assessment of the status of all the actions its is unlikely that more than 60% will be complete by years end.

The Operational Plan is a plan that outlines Council operational commitments to the community on an annual basis. Its is essential that Council focuses on the actions and continues to track and report on them at a regular basis. Officers have commenced the process to develop a draft Operation Plan for 2021/22. Through the development of the new plan there will be a focus to ensure that the actions that are documented are achievable and measurable.

It should be noted that Council is currently delivering and working on a large number of projects that have not being reference in the current Operational Plan. This is substantially due to external stimulus funding that has been provided in response the impacts of Covid 19. Through regular reporting on the status of the Operational Plan processes can be develop to include these additional projects and consideration given to removing or delaying actions to enable critical projects to be delivered.

### FINANCIAL IMPLICATION

Nil

### LEGISLATIVE IMPLICATION

The preparation of the Operational Plan Progress Report is a requirement of the IP&R Framework as set out in the Local Government Act 1993 (Section 404). The Operational Plan is a subsidiary document of Balranald Shire Council Community Strategic Plan 2027 and is the point where the community's goals contained in that document are translated into action.

### POLICY IMPLICATION


This report is presented in compliance with the requirements of the Local Government Act 1993,

In line with the requirements of the Integrated Planning and Reporting Framework.

**RISK RATING**

High

**ATTACHMENTS**

1. **Operational Plan 2020-2021 Progress Report** 

**8.3 DRAFT COMMUNITY ENGAGEMENT STRATEGY**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47699</b>                                                                               |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Officer</b>                                                  |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                         |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.</b> |

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**OFFICER RECOMMENDATION**

That Council adopt the Draft Community Engagement Strategy 2020-2024.

**PURPOSE OF REPORT**

To formally adopt the Draft Community Engagement Strategy 2020-2024.

**REPORT**

At the March 2020 Ordinary Council Meeting it was resolved to place the Community Engagement Strategy 2020-2024 on public exhibition.

The Strategy has been on public exhibition, advertised in the Guardian and on our website since 18 March 2020 with no submissions or feedback being received.

The Community Engagement Strategy 2020-2024 aims to help Balranald Shire citizens understand how and when Council will engage with them, and how they can have their say on issues that affect their future.

It also reflects the growing demands being placed on small regional Councils – through both legislative changes and growing community expectations – to ensure that the community and other key stakeholders can influence decision-making processes.

Community engagement is undertaken when the council engages with the community to obtain input into the development of the community strategic plan, policy development and decision making.

Effective community engagement results from a strong partnership between Council and the community. It is essential the community is involved in each stage of the strategic planning process, including:

- prioritization of established strategies.
- development of alternative strategies,
- identification of preferred actions, and

It is important to base decisions on evidence-based information and the representative views of the community, rather than for engagement to be dominated by a few vocal community advocates.

Section 404 (4) of the Local Government Act 1993 requires:

*(4) The council must establish and implement a strategy (its community engagement strategy), based on social justice principles, for engagement with the local community when developing the community strategic plan.*

The strategy has been prepared through both extensive research into effective, contemporary engagement techniques in regional NSW local governments and developed Council expertise of what engagement strategies are working well in our Shire.

**FINANCIAL IMPLICATION**

Budgeted



**LEGISLATIVE IMPLICATION**

*Local Government Act 1993*

*Local Government Regulation General 2012*

**POLICY IMPLICATION**

Community Strategic Plan

Operation Plan

Delivery Program

Local Strategic Planning Statements

Social Media Policy

**RISK RATING**

Moderate

**ATTACHMENTS**

1. **DRAFT Community Engagement Strategy** 

**8.4 DONATION - MEN'S SHED - DROUGHT COMMUNITY GRANT**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47745</b>                                                                               |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Officer</b>                                                  |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                         |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.</b> |

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**OFFICER RECOMMENDATION**

That Council approves the request of \$353.00 from the Balranald Men's Shed, towards the costs of upgrading power outlets to 15 amp at the Shed.

**PURPOSE OF REPORT**

To advise Council of a request from Balranald Men's Shed for further funding of \$353.00 to cover a shortfall in a previous approved Drought Community Grant funding application.

**REPORT**

At the December 2020 Ordinary Council Meeting Council approved a Drought Community Grant Funding application of \$2485.00 for Balranald Men's shed to install power outlets.

The original quote for \$2485.00 was to install 10amp power outlets at Balranald Men's Shed. They have subsequently been informed that they need 15amp outlets to provide sufficient power to enable them to use their tools; a further \$353.00 is needed to cover the costs. This will bring the total allocation towards this work at the Balranald Men's Shed to \$2,838,00.

A representative from the Balranald Men's Shed emailed Council with a request to cover this additional cost through the Community drought Grant Funding.

**FINANCIAL IMPLICATION**

This request for \$353.00 can be facilitated from the Drought Communities Grant Opportunities, leaving a balance of \$1366.22.

**LEGISLATIVE IMPLICATION**

Local Government Act 1993  
Local Government Regulations General 2012

**POLICY IMPLICATION**

Drought Communities Grant Opportunities Procedure

**RISK RATING**

Low

**ATTACHMENTS**

1. Email from Balranald Men's Shed 

**8.5 DONATION REQUEST - BALRANALD COMMUNITY ARTS/CRAFTS INC.**

|                                    |                                                                                                                  |
|------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47754</b>                                                                                                 |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Officer</b>                                                                    |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                                           |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Culture – A community that respects and celebrates its diverse cultures, heritage and arts.</b> |

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**OFFICER RECOMMENDATION**

That Council approve the request for a donation of \$480 to Balranald Community Arts/Crafts Inc to enable purchase of Kids Korner supplies to support their ongoing programs.

**PURPOSE OF REPORT**

To advise Council of a donation request received seeking funding to enable Kids Korner program at Balranald Community Arts/Crafts Inc. to continue.

**REPORT**

Council has received a request from Balranald Community Arts/Crafts Inc. seeking Councils support for the 2021 year. Kids Korner is a program held most Wednesdays from 3 – 5 pm with some weekend and school holiday programs enabling young people to participate in arts and crafts.

The program has been in existence for approximately 5 years encouraging children to enhance their creativity and imaginations through painting, scrapbooking or crafting in other ways.

Balranald Community Arts/Crafts has requested the funding to assist them with costs to purchase canvases, sketch books, paint brushes, glue gun/sticks, pencils, texters and other assorted craft materials.

The guide lines in Councils Donation Policy are as follows;

- Organisations must be incorporated and formally structured to service the residents in Balranald Shire Council area and be based in Balranald Shire or alternatively have a regional focus that will benefit the residents within the Shire.
- Organisations must be a non-profit group involved in cultural, tourism, sporting, educational, health or community affairs.
- Requests for donations to charities/organisations registered outside the Balranald Shire area will not be considered.
- Council will consider one off contributions to other areas as a result of natural disaster.
- Organisations are required to complete Council's donation application form to have their request considered.
- A maximum of \$500 per annul applies for organisations.

Officers have made an assessment of this request in line criteria set out within Councils Donation Policy and are recommending approval of this request.

**FINANCIAL IMPLICATION**

Should Council approve the request of \$480, there will be a remaining balance of \$11,976.00 withing the Community Donation.

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Donation Policy

**RISK RATING**

Nil

**ATTACHMENTS**

1. **Balranald Community Arts & Crafts Inc - Donations Application Form** 

**8.6 ASSET MANAGEMENT**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47813</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Oliver McNulty, General Manager</b>                                                                              |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                                              |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

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**OFFICER RECOMMENDATION**

That Council note;

1. The works commenced to establish an Asset Management Framework,
2. That a further report will be provided at the April Ordinary Council meeting on the status of this project,
3. That this work will be funded through operational savings and that this budget amendments will be reported through the April quarterly budget review.

**PURPOSE OF REPORT**

To inform Council of a project that has commenced to improve and develop an Asset Management Framework for Balranald Shire Council.

**REPORT****Background:**

The NSW Integrated Planning and Reporting Manual defines an Asset as “a resource controlled by Council as a result of past events and from which future economic benefits are expected to flow to the Council”. Councils are required to consider their physical assets including:

- Roads, bridges, kerb and gutter, footpaths, stormwater drainage (approx. \$134M gross value at Balranald Shire)
- Buildings and structures (approx. \$35M gross value at Balranald Shire)
- Water supply and Sewerage networks (approx. \$30M gross value at Balranald Shire).

Asset Management describes the process for ‘whole of life’ management of assets from planning, purchase, operation, and maintenance to disposal of assets, and includes integration of asset and service outcomes. It may be defined as “. the systematic and co-ordinated activities and practices through which an organisation optimally manages its physical assets, and their associated performance, risks and expenditures over their lifecycle for the purpose of achieving its organisational strategic plan”.

Key components of an asset management system include:

- Asset Registers
- Asset Condition Assessments
- Asset maintenance and management systems
- Strategic planning capabilities
- Predictive/ deterioration modelling
- Risk Analysis
- Lifecycle costing.

The key asset management documents required by Balranald Shire Council (BSC) include:

- Asset Management Policy (existing document approved by BSC in 2012 and 2017)
- Asset Management Strategy (forms part of BSC Overarching Asset Management Plan July 2017, Morrison Low)
- Asset Management Plans (forms part of BSC Overarching Asset Management Plan July 2017, Morrison Low).

These documents are key in developing and then reviewing Council's Long Term Financial Plan.

### **Asset Management Status at Balranald Shire Council:**

Asset management has not been a focus at BSC for some time. Due to remoteness and resourcing the organisation has not developed asset management processes and there is no identified staff member responsible for asset management.

The status of asset management process has undergone a recent desktop review with the following areas for improvement identified:

- Asset Registers – The 2017 asset register for roads (as example) in some cases does not match the road assets used for APV's revaluation in 2018
- Data Matching and Verification – Asset data is often mismatched to financial data, there appears need to provide reliable asset registers to support financial valuations. This exercise would require extensive data matching and in-field verification
- Financial Asset Lists – The 'Land Improvements-depreciable' and 'Other Assets-Other' in 'Note 10(a). Infrastructure, property, plant and equipment' contain assets that belong in other 'Note 10(a).' asset categories
- Overarching Asset Management Plan 2017 – The asset management plans and strategy contained in this document are in need of review and update. As example, road/ bridge/ kerb & gutter/ footpath assets are shown with a gross value of \$97.77M and annual depreciation of \$1.565m in the 2017 Plan; this compares with 2019 Annual Report values of \$129.11M gross value and annual depreciation of \$3.361m
- Asset Condition – The most recent asset condition data in the roads area (as example) is 2017. Condition data is generally in need of assessment/ recollection
- Organisation Approach to Asset Management – There is a need to adopt a focussed and cross-directorate approach to enable asset management to work organisationally. A starting point for this is the formation of a cross-functional asset management steering committee.

### **Next Steps:**

Based on issues identified to date, the priority next steps in Council's asset management journey should include undertaking the following items in the coming 6 months to August 2021:

1. Asset Data Review and Consolidation – Including both desk-top review of asset and financial valuation data and in-field verification of inventory and asset condition
2. Asset Management Policy, Strategy, Plans – Based on the asset data review and consolidation, review Councils Asset Management Policy, formulate an Asset Management Strategy (including a 1–2 year improvement plan), and formulate Asset Management Plans for Transport, Buildings, Water and Sewer
3. Forming an Asset Management Steering Committee – This committee should be cross-functional and aimed at driving asset management process within Council.

Completing these items will provide a firm basis for asset revaluations in the future (planned for 'as of 30 June 2022) and future review of Council's Long Term Financial Plan.

The Asset Management Strategy will in turn provide the tasks and timelines necessary to achieve a Core level of asset management practice at Balranald Shire Council. This work that has commenced will enable existing staff to be trained and to understand Asset Management in the future.

**FINANCIAL IMPLICATION**

Currently this project does not have a separate budget line. A review is been completed of some areas that are projected to have operational savings. At this time a consultant has been engaged to commence the process for four weeks and will complete the first steps of this project. It is anticipated that this element of work will cost in the region of \$16,000. Further works will only proceed past stage 1 if suitable operational savings are identified, subject to Council approval.

**LEGISLATIVE IMPLICATION**

Local Government Act 1993

**POLICY IMPLICATION**

Community Strategic Plan

Asset Management Policy

Overarching Asset Management Strategy

**RISK RATING**

Medium

**ATTACHMENTS**

Nil

**8.7 DRAFT CEMETERY POLICY**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47823</b>                                                                               |
| <b>Reporting Officer:</b>          | <b>Oliver McNulty, General Manager</b>                                                         |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                         |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.</b> |

**OFFICER RECOMMENDATION**

That Council note

1. That work has commenced to amend and update the Draft Cemetery Policy,
2. That a report to exhibit a Draft Cemetery Policy will be presented to Council for consideration at the March 2021 Ordinary Council Meeting.

**PURPOSE OF REPORT**

A report was presented to Council at the Ordinary Council meeting of 15 December 2020 seeking endorsement to exhibit a Draft Cemetery Policy which included for all cemeteries located in Balranald Shire. At this meeting it was resolved to defer the report relating to the Draft Cemetery Policy until the February 2021 Ordinary Council Meeting.

**REPORT**

The draft Cemetery Policy (DCP) was presented to Council for exhibition at the ordinary meeting in December 2020.

The DCP was developed to provide principles that underpin Balranald Shire Council's management, operations and maintenance of cemeteries, in order to comply with legislative requirements and to offer a beautified and considerate memorial service to all members of the community and its visitors in a sustainable and cost-effective manner.

At the meeting in December the General Manager requested that Council defer this item pending a review of the DCP. After an initial review of the DCP, which is very detailed, it was considered that the DCP could be amended and separated into two documents.

- An updated Draft Cemetery Policy,
- A new Cemetery Operation Manual.

This review of the DCP has commenced however has not been completed in time for consideration at the February Ordinary meeting.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Cemeteries and Crematoria Act 2013 No 105

**POLICY IMPLICATION**

Update of current policy.

**RISK RATING**

Low

**ATTACHMENTS**

Nil



**8.8 SCHEDULE OF ORDINARY MEETINGS**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47876</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Oliver McNulty, General Manager</b>                                                                                               |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                                                               |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

**OFFICER RECOMMENDATION**

That Council:

1. Pursuant to section 365 of the *Local Government Act 1993* and clause 3.2 of Council's Code of Meeting Practice, adopt the proposed 2020/2021 Schedule of Ordinary Meetings contained in this report
2. Pursuant to section 9 of the *Local Government Act 1993* and clause 3.4 of Council's Code of Meeting Practice, provide public notice of the time, date and place of each scheduled Ordinary Meeting as set out in the table included in this report.

**PURPOSE OF REPORT**

Section 365 of the Local Government Act 1993 ("the Act") requires Council to meet at least 10 times each year, each time in a different month. Clause 3.1 of Council's Code of Meeting Practice ("Meeting Code") provides that Council shall, by resolution, set the frequency, time, date and place of its ordinary meetings. This report is set out to provide dates and times for these meetings for the remainder of 2020/21

**REPORT**

Council is attending the Western Congress of Councils in April 2020. The dates set for this Congress will clash with the programmed date for Councils Ordinary Meeting on April 20, 2020. Section 9 of the Act and clause 3.3 of Council's Meeting Code requires Council to give public notice of the times and places of its meetings. Clause 3.4 of Council's Meeting Code provides that the notice must be published on Council's website, and in such other manner that Council is satisfied is likely to bring notice of the meetings to the attention of as many people as possible. There is a requirement that should meeting dates change that these also be noted and resolved by Council.

Through a review of Council minutes, it was discovered that there has not been a resolution from Council to set Ordinary meeting dates for 2020/21.

| Meeting Date  | Time | Location                  |
|---------------|------|---------------------------|
| 16 March 2021 | 5pm  | Balranald Council Chamber |
| 22 April 2021 | 5pm  | Balranald Council Chamber |
| 18 May 2021   | 5pm  | Balranald Council Chamber |
| 15 June 2021  | 5pm  | Balranald Council Chamber |

**Proposed Meeting Schedule**

All Ordinary Meetings will be streamed live on Facebook in line with the requirements of the Code of Meeting Practice.

Additional extraordinary meetings may be called through the year as required. These will be advertised as set out within the Code.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

*Local Government Act 1993*

- Section 9 – Public notice of meetings

**POLICY IMPLICATION**

Model Code of Meeting Practice

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**9 CORPORATE & COMMUNITY SERVICES REPORTS****9.1 BIDGEE HAVEN QUARTERLY REPORT**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47639</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Terri Bilske, Director Corporate &amp; Community Services</b>                                                                     |
| <b>Responsible Officer:</b>        | <b>Terri Bilske, Director Corporate &amp; Community Services</b>                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

**OFFICER RECOMMENDATION**

That Council Receive and Note the Bidgee Haven Retirement Hostel December 2020 Quarterly Report inclusive of financial information against the operational and capital budget.

**PURPOSE OF REPORT**

The purpose of the Bidgee Haven Retirement Hostel Quarterly Report and financial review is to provide Council with information regarding activity within the Hostel including reporting of revenue and expenditure against the adopted and revised Operational and Capital Works budget.

**REPORT****Administration**

- During this quarter COVID-19 has taken priority over all other documentation being developed. Mandatory documentation kept current.
- Updating COVID -19 policy, policy and procedure manual being worked on when time permitted as Residents care takes priority.
- Staff training of the Financial System to Administrative staff.
- All Clinical, Environmental and Food Safety Audits are current and complete. Areas that are required to be addressed have been finalised. Annual Food Safety Audit to be undertaken in the near future.
- NSW Health ongoing meetings and weekly catch ups with Balranald MPS Manager.
- NSW Health presented an in house COVID-19 Infection Control prevention training at the Hostel. Most staff attended and it was received positively.

**Workforce Retention Bonus Grant**

- Council applied for a Workforce Retention Bonus Grant for Residential Care and Home Care workers. The Workforce Retention Bonus Grant supports the continuity of the aged care workforce in residential and home care and was paid to eligible staff. Eligibility required workers to be employed at the time of the application. Council received a further amount – with a total to date of \$20,320 which was paid to eligible staff of the Hostel.

**Occupancy Status**

December

- 13 permanent residents
- 1 Resident transferred to Hope Aged Care Swan Hill (Dementia specific)
- 1 Respite – waiting permanency.

November

- 13 permanent residents
- 1 Respite with the option to become permanent
- 3 enquiries for permanent care. 2 permanent inquiries (all Dementia)



October

- 14 Permanent residents
- 3 enquiries re permanent care. 1 Respite, 2 permanent (Dementia)

### **Work Health & Safety**

Activity in this area included:-

- Annual Test and Tagging completed apart from a few small items.
- COVID 19 Plan reviewed to meet new changes.
- In response to the Royal Commission new legislation has been developed - The Serious Incident and Response Scheme [SIRS]. Staff have been orientated with the new policy.
- Risk Management plan developed and reviewed by DCCS to be introduced.
- Ongoing internal and external audits completed. Few issues to be addressed. eg. Internal door locks. Buzzer system maintenance interrupted with internet issues.
- All safety data sheets being reviewed.
- Staff undertook annual Work Health and Safety Altura training.
- Results of Far West NSW audit showed small issues, (audit was based on hospital protocols), staff all pleased with outcome.
- The annual fire drill for residents and staff was carried out on 01/12/2020. All senior staff able to operate appropriate fire evacuation of residents with confidence and skills required.

### **Quality Assurance**

- Maintenance and operations schedule not yet developed (COVID-19 has impacted on this happening). High priority when possible.
- Self-assessment to be reviewed.
- Medication audits working well and being fine-tuned to incorporate monitoring systems regarding supplies and storage.

### **Maintenance**

- In house maintenance is being attended by contractors and hostel staff.
- Lawns now being mowed by local Contractor. Garden being attended to by some staff.
- All electric beds with worn cords to remotes have been replaced.
- All maintenance is up to date with the exception of replacement of some tiles and door locks.
- Main Air conditioner to be serviced and screens cleaned by local Contractor.
- Main Air conditioner ceiling fan motor ceased working during the thunderstorm. Contractor concluded that the fan motor ceased as a result of the storm. Replaced within 2 days as part had to be sourced from Albury. Residents showed no ill effects as the weather was cool, residents kept informed of events and progress.
- Front gate catching, handle hard to turn. Sourcing someone to fix.

### **Complaints, Compliments and Comments**

- Residents have been giving the staff extra praise for the over and above care given with COVID-19 updates and requirements. Families also have been informing staff of their gratitude for the care given. Staff are very pleased to receive this feedback.
- Positive and negative remarks re. garden (weeds on the side garden) Public informed we are at a standstill as waiting on the build to commence and don't wish to work on areas that will be demolished.
- At Christmas time staff received a huge amount of thanks from residents families and their friends by way of flowers, chocolates, food parcels, cards, emails, texts and verbal thanks also given to staff.
- DCCS thanked staff with chocolates which were greatly enjoyed by all.
- Pharmacy gave residents gifts and chocolates, Box of donuts plus a hamper of nibbles for staff. Very generous and greatly received, residents enjoyed all these treats.

- Hostel yearly gives our service providers a box of chocolates. This year delivered by the staff and residents via hostel bus. Residents part of the goodwill process.

### Staffing Feedback

- All staff that were tested for COVID-19 during this quarter received a NEGATIVE result.
- COVID-19 training by Far West NSW Health was very helpful, provided staff with informative and assurance that our protocols and polices are correct and working well.
- Noted extra workload with COVID-19 is time consuming, putting lots of pressure on staff.
- Networking with Far West NSW Health has its pros and cons. Emphasis on hospital protocols and it is hard for them to see how we do business. Didn't get much support from GP/MPS re our plan which had been discussed and implemented with prior MPS staff earlier in the year with our Registered Nurse.
- Positive feedback from staff and they feel they are working as a united group.
- Staff lifestyle and wellness is being addressed. A Staff member is a fitness champion who is assisting staff with exercise, weight loss and general wellbeing. Having a positive affect with staff encouraging each other with praise and support.
- Staff have stated the relationship with the Pharmacy has really improved since Pharmacist invited to the hostel to look at the Hostel protocols.
- Staff expressed annoyance about not being included in the council skin checks and would have liked to be included.
- Staff finding it hard to grasp some of the new changes with the standards as they contradict the past training. Ongoing training and memos to staff to ensure compliance.
- Staff wanting to know what's happening with the short term accommodation project, very hard with 4 staff in the one bed unit. Staff choosing to drive back to Swan Hill after shift at 11.30pm at night only to be back at 7am for the morning shift. This affects the roster as staff will also drop shifts when overload in the unit because of the sleeping arrangements.
- Staff wanting to become permanent so they can cease other work.

### Workload Management

- 2 Staff away tested for covid-19 in October and November. 3 staff tested in December – all returned negative results.
- In December 3 Residents have been COVID-19 tested, 1 was away with family over Christmas, 2 others had slight cold like symptoms. All tested negative.
- 1 staff on leave throughout the week and available on weekends.
- Staff unavailable due to other work commitments.
- New staff member doing 2 kitchen shifts and short shifts at this stage.
- Activities staff member back for 2 weeks then away due to family commitments
- Working on HR to organize medication competencies for a Personal Care Assistant which will lighten the workload for others.
- Sourcing new and old employees to fill voids on roster. 3 past staff being employed, 1 qualified PCA, 1 Carer and 1 studying to be an enrolled nurse.
- HR contacted to address the need to engage more staff.

### Hostel Extension

- Tenders have closed,
- Business case and sustainability report to be undertaken for the extension currently underway prior to contract put in place.

**Mandatory Reporting**

October, November and December reporting has been lodged:

- Weight loss – 0
- Restraint - 0
- Pressure areas – 0
- Pharmacy Medication Reviews completed by Pharmacist has resulted in 3 resident having medication changes - residents and family notified.

**Clinical Indications October to December 2020**

- Falls 1-2 per month
- New Wounds 0 per month
- Pressure areas 1 per month
- Medication Incidents 1 per month
- New infection 1 per month
- Skin tears 1 per month

**Financial Information**

As at 31 December 2020, the Hostel is operating at a cash loss of (\$36,806) before depreciation against an adopted year to date budget of a surplus of \$35,540. Revenue including Resident Care Fees, Care Subsidies, Accommodation Fees and Daily Fees totalled \$677,380.

Expenses increased as a result of additional employee costs due to Covid-19 conditions restricting some of the Victorian employees and the necessity for other staff to work additional hours resulting in greater penalty and overtime rates.

Many current residents have paid Hostel Bonds which impact on the revenue stream of the Hostel. Council has received \$20,320 through a the Workforce Retention Bonus Grant which has been paid to employees of the Hostel.

Council has also received the first payment of \$500,000 as the initial payment for the proposed extension to the Bidgee Haven Retirement Hostel Dementia wing. Total expenditure to date for this project for the 2019/20 financial year was \$119,614.95 with expenditure of \$175,810 to date for this financial year being a total of \$295,424.

The following table represents the revenue and expenditure quarterly report to 31 December 2020.

| BIDGEE HAVEN RETIREMENT HOSTEL<br>PROFIT AND LOSS AS AT 31 DECEMBER 2020 |                           |                                               |                  |                   |             |
|--------------------------------------------------------------------------|---------------------------|-----------------------------------------------|------------------|-------------------|-------------|
|                                                                          | ADOPTED<br>BUDGET 2020/21 | SEPTEMBER<br>QBR REVISED<br>BUDGET<br>2020/21 | YTD BUDGET       | YTD ACTUAL        | VARIANCE    |
| <b>Capital Income</b>                                                    |                           |                                               |                  |                   |             |
| Hostel Extension Grant                                                   | \$4,680,000               | \$4,680,000                                   | \$500,000        | \$500,000         |             |
| <b>Total Capital Revenue</b>                                             | <b>\$4,680,000</b>        | <b>\$4,680,000</b>                            | <b>\$500,000</b> | <b>\$500,000</b>  | <b>100%</b> |
| <b>Income:</b>                                                           |                           |                                               |                  |                   |             |
| Care Subsidies                                                           | \$800,000                 | \$800,000                                     | \$400,000        | \$417,245         | 52%         |
| Dept. Health Covid                                                       |                           |                                               |                  |                   |             |
| Employee Payment                                                         |                           | \$18,880                                      | \$18,880         | \$20,320          | 108%        |
| Resident Care Fees                                                       | \$460,000                 | \$460,000                                     | \$230,000        | \$169,483         | 37%         |
| Means Test Fees                                                          | \$1,500                   | \$1,500                                       | \$750            | \$100             | 7%          |
| Accommodation Fees                                                       | \$15,000                  | \$15,000                                      | \$15,000         | \$17,493          | 117%        |
| Respite Care Fees                                                        | \$5,000                   | \$5,000                                       | \$2,500          | \$0               | 0%          |
| Training Subsidy                                                         | \$0                       | \$2,250                                       | \$2,250          | \$2,250           | 100%        |
| Bond Retention Interest                                                  | \$6,000                   | \$6,000                                       | \$3,000          | \$0               | 0%          |
| Bond Retention Income                                                    | \$10,000                  | \$10,000                                      | \$5,000          |                   |             |
| <b>Total Operating Income</b>                                            | <b>\$1,297,500</b>        | <b>\$1,318,630</b>                            | <b>\$677,380</b> | <b>\$626,891</b>  | <b>48%</b>  |
| <b>Expenditure</b>                                                       |                           |                                               |                  |                   |             |
| Salaries                                                                 | \$925,000                 | \$943,880                                     | \$471,940        | \$515,385         | 55%         |
| Hostel -Medical Expenses                                                 | \$6,000                   | \$6,000                                       | \$3,000          | \$2,388           | 40%         |
| Doctors Visits Hostel                                                    | \$3,000                   | \$3,000                                       | \$1,500          |                   | 0%          |
| Training                                                                 | \$15,000                  | \$15,000                                      | \$7,500          | \$1,044           | 7%          |
| Advertising                                                              | \$1,200                   | \$1,200                                       | \$600            | \$0               | 0%          |
| Audit Fees                                                               | \$5,000                   | \$5,000                                       | \$2,500          | \$0               | 0%          |
| Electricity - Operational                                                | \$32,000                  | \$32,000                                      | \$16,000         | \$11,533          | 36%         |
| Consultancy                                                              | \$10,000                  | \$10,000                                      | \$5,000          | \$0               | 0%          |
| Gas                                                                      | \$1,000                   | \$1,000                                       | \$500            | \$0               | 0%          |
| General Expenses                                                         | \$3,000                   | \$3,000                                       | \$1,500          | \$2,731           | 91%         |
| Linen Replacements                                                       | \$4,000                   | \$4,000                                       | \$2,000          | \$0               | 0%          |
| Laundry Expenses                                                         | \$12,000                  | \$12,000                                      | \$6,000          | \$3,636           | 30%         |
| Cleaning Materials                                                       | \$6,000                   | \$6,000                                       | \$3,000          | \$704             | 12%         |
| Pharmaceutical Supplies                                                  | \$12,000                  | \$12,000                                      | \$6,000          | \$5,288           | 44%         |
| Food Supplies                                                            | \$50,000                  | \$50,000                                      | \$25,000         | \$18,927          | 38%         |
| Insurance                                                                | \$12,000                  | \$12,000                                      | \$12,000         | \$11,511          | 96%         |
| Administration fees                                                      | \$80,000                  | \$80,000                                      | \$40,000         | \$40,000          | 50%         |
| Printing and Stationery                                                  | \$5,000                   | \$5,000                                       | \$2,500          | \$1,184           | 24%         |
| Rates & Charges on Council<br>Property                                   | \$9,000                   | \$9,000                                       | \$4,500          | \$21,661          | 241%        |
| R & M Office Equipment                                                   | \$1,000                   | \$1,000                                       | \$500            | \$26              | 3%          |
| R & M Motor Vehicle                                                      | \$3,000                   | \$3,000                                       | \$1,500          | \$0               | 0%          |
| R & M Furniture & Fittings                                               | \$14,000                  | \$14,000                                      | \$7,000          | \$3,533           | 25%         |
| R & M Buildings                                                          | \$17,000                  | \$17,000                                      | \$8,500          | \$10,623          | 62%         |
| R & M Grounds                                                            | \$6,000                   | \$6,000                                       | \$3,000          | \$2,929           | 49%         |
| R & M Plant & Equipment                                                  | \$12,000                  | \$12,000                                      | \$6,000          | \$5,551           | 46%         |
| Subscriptions &<br>Licence Fees                                          | \$6,000                   | \$6,000                                       | \$3,000          | \$3,683           | 61%         |
| Telephone                                                                | \$300                     | \$300                                         | \$150            | \$0               | 0%          |
| Telephone                                                                | \$2,300                   | \$2,300                                       | \$1,150          | \$1,360           | 59%         |
| <b>Total Operating Expenditure</b>                                       | <b>\$1,252,800</b>        | <b>\$1,271,680</b>                            | <b>\$641,840</b> | <b>\$663,697</b>  | <b>52%</b>  |
| <b>Net Operating Profit/<br/>(Loss)</b>                                  | <b>\$44,700</b>           | <b>\$46,950</b>                               | <b>\$35,540</b>  | <b>(\$36,806)</b> |             |
| Capital Expenditure                                                      | \$20,000                  | \$20,000                                      | \$2,400          | \$0               | 0%          |
| Capital - Hostel Extension                                               | \$4,680,000               | \$4,680,000                                   | \$175,810        | \$175,808         | 4%          |
| <b>Total Capital Expenditure</b>                                         | <b>\$4,700,000</b>        | <b>\$4,700,000</b>                            | <b>\$178,210</b> | <b>\$175,808</b>  | <b>99%</b>  |



**SUMMARY**

This report provides an insight into the activities during the December quarter of the Bidgee Haven Retirement Hostel. The COVID-19 has impacted negatively on staffing as is identified in the Salaries budget line. Resident accommodation and care fees are also impacted because many residents have paid Accommodation Bonds and budgeted fees have been reduced. However, the quality of care provided still remains at a very high standard with continuous improvements made at every opportunity. A budget variation will be made in conjunction with the December Quarterly Review.

**FINANCIAL IMPLICATION**

Variations will be addressed in the December Quarterly Budget Review

**LEGISLATIVE IMPLICATION**

*Local Government Act 1993*

*Local Government Regulation General 2012*

*Aged Care Act 1997*

*Fees and Payments Principles 2014 (No.2)*

**POLICY IMPLICATION**

Revenue Policy – Fees and Charges

Operational Plan

Delivery Plan

2019/20 Budget

**ATTACHMENTS**

Nil

**9.2 SWIMMING POOL - REQUEST FOR ADDITIONAL OPENING HOURS**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47834</b>                                                                               |
| <b>Reporting Officer:</b>          | <b>Terri Bilske, Director Corporate &amp; Community Services</b>                               |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                         |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.</b> |

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**OFFICER RECOMMENDATION**

That Council note that a more detailed report will be tabled at the meeting in relation to a request from St Joseph's Parish Primary School and Balranald Central School to access the pool for extended hours to run water safety and competency lessons.

**PURPOSE OF REPORT**

To consider a request from St Joseph's Parish Primary School for extended opening hours for the Balranald Swimming Pool.

**REPORT**

A request has been received from St Joseph's Primary School and from Balranald Central School to extend swimming pool opening hours.

There are some items that need to be clarified in relation to these requests. This clarification will be sought and a more detailed report with an updated recommendation will be tabled at the ordinary meeting.

**FINANCIAL IMPLICATION**

This will be clarified in the more detailed report tabled at the meeting.

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Donation Policy

**RISK RATING**

Nil

**ATTACHMENTS**

Nil

**9.3 QUARTERLY BUDGET REVIEW - DECEMBER 2020**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>Record Number:</b>              | <b>D21.47865</b>                                                                                                                     |
| <b>Authorising Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                                                               |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

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**OFFICER RECOMMENDATION**

1. That the Officers Report be received and noted;
2. That the proposed budget adjustments to reflect Council decisions since budget and quarterly budget adjustments be endorsed;
3. That the Council endorses the Statement acknowledging the financial position is considered satisfactory.

**PURPOSE OF REPORT**

To advise Council of the Quarterly budget review and financial position as at 31 December 2020.

**REPORT****REPORTING OFFICER: Terri Bilske (Director Corporate & Community Services)**

The Local Government (General) Regulation 2005 requires the Council to prepare and consider a budget review statement each quarter which shows:

- Estimates of Income and Expenditure
- Appropriate revision of these estimates

The statement must also include a report indicating changes in estimates for income and expenditure. This is completed in consultation with the responsible Director or Manager of the relevant department. The statement must comply with the Local Government Code of Accounting Practice and be considered by the Council no later than 2 months past the conclusion of the quarter.

The attached financial reports comply with the Council's statutory responsibilities and are presented using to comply with Australian Accounting Standards format, as presented in end of year financial reports, and the organisational structure approved by the Council.

The Statement includes:

- Budget Review Summary, including actuals to date, original budget, revised estimates, if applicable and remaining balance.
- Summary of significant variations and budget adjustments.
- Summary of cash restrictions and available cash.

**Budget Adjustments Included in Quarterly Budget Report**

Budget adjustments are listed in the attached quarterly budget report. Net result of the budget review as at 31 December 2020 is a projected Surplus of \$692,000.

**Summary**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

As Council's Responsible Accounting Officer, it is my opinion that the Quarterly Budget Review Statement for Balranald Shire Council for the December quarter indicates that Council's financial position as at 31 December 2020 is considered satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

**FINANCIAL IMPLICATION**

Budget amends to a projected deficit of \$692,000.

**LEGISLATIVE IMPLICATION**

Local Government (General) Regulations 2005

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. **Quarterly Budget Review December 2020** 

**10 INFRASTRUCTURE & DEVELOPMENT REPORTS****10.1 DA 23/2021 - PROPOSED 10ML DAM, TWO FILTER SHEDS & BOUNDARY REALIGNMENT**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47237</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Ray Mitchell, Health &amp; Development Officer<br/>Nikkita Manning-Rayner, Administration Assistant</b>          |
| <b>Responsible Officer:</b>        | <b>Ray Davy, Director Infrastructure and Development</b>                                                            |
| <b>Applicant:</b>                  | <b>Mr Philip Robertson</b>                                                                                          |
| <b>Owner:</b>                      | <b>Michael Lanteri Pty Ltd &amp; Joseph Lanteri Pty Ltd</b>                                                         |
| <b>Proposal:</b>                   | <b>10ML Dam, Two Filter Sheds &amp; Boundary Realignment</b>                                                        |
| <b>Location:</b>                   | <b>Brett Road, Euston NSW 2737</b>                                                                                  |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

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**OFFICER RECOMMENDATION**

That Council approve Development Application 23/2021 for a 10ML dam, two filter sheds and boundary realignment, Lot 1 DP 716420 & Lot 3 DP 1027406, Brett Road Euston, subject to the following conditions:

Barranald Shire Council

1. No alteration to approved plans and specifications is allowed unless separately approved by Council.
2. The boundary realignment must conform with the sketch plan as submitted.
3. Plans prepared by an appropriately qualified surveyor must be submitted to Council prior to the release of the Subdivision Certificate.
4. The created allotments will not carry a dwelling entitlement.
5. Adjustments to existing accesses to the proposed allotments require a road opening permit to be obtained from Council prior to the commencement of any works in the road reserve. The proponent is responsible for full cost of repairs to rectify any damage to public infrastructure.
6. Any adjustments required to existing services for the allotments are to be at the full cost of the proponent.
7. This approval provides consent for the two proposed filter sheds and does not constitute consent for the erection of any dwellings or other structures on the subject lands. Separate applications must be made for any other buildings in accordance with the Environmental Planning and Assessment Act 1979.
8. Any waste or excavated material removed from the site is to be taken to an authorised site for disposal. No fill is to be deposited on other land without the prior consent of council.
9. This approval does not authorise the damage, destruction, altering, moving or other harms to any aboriginal cultural heritage in relation to carrying out the proposal. A separate application under Part 6 of the National Parks & Wildlife Act 1974 must be made where harm to an Aboriginal object or Aboriginal place cannot be avoided. This application must be approved by the Department of Planning, Industry and Environment prior to any harm occurring.

If any Aboriginal object is discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the proponent must:

- Not further harm the object
- Immediately cease all work at the particular location
- Secure the area so as to avoid further harm to the Aboriginal object
- Notify the Department of Planning, Industry and Environment as soon as practical on 131555, providing any details of the Aboriginal object and its location
- Not recommence any work at the particular location unless authorised in writing by Department of Planning, Industry and Environment. In the event that skeletal remains are unexpectedly encountered during the activity, work must stop immediately, the area secured to prevent unauthorised access and NSW Police and Department of Planning, Industry and Environment contacted.

#### Transport for NSW

1. Vehicular access to the road reserve of the Sturt Highway is denied. All vehicular access to the subject site shall be via Brett Road.
2. No works within the road reserve of the Sturt Highway are approved as part of this Development Application.
3. The proposed retention dam is to be designed and located to ensure that any potential breaches of the water body direct and store water away from the road reserve of the Sturt Highway.
4. A management plan to address dust generation from the construction of the dam and from access traffic to and from the construction site shall be prepared to the satisfaction of the consent authority.
5. Any disturbance within the road reserve is to be reinstated to match the surrounding roadside environment in accordance with Council requirements.
6. All works associated with the development shall be at no cost to Transport for NSW.

#### PURPOSE OF REPORT

To seek development consent under Part 4 of the Environmental Planning & Assessment Act 1979 for a 10ML dam, two filter sheds and a boundary realignment of Lot 1 DP 716420 & Lot 3 DP 1027406, Brett Road Euston.

#### REPORT

A development application has been lodged by Mr Philip Robertson for a 10ML dam, two filter sheds and the boundary realignment of two lots.

Description of Land: 1//716420 & 3//1027406  
Proposed Lot Configuration: Lot 1 14.22ha  
Lot 2 0.9238ha  
Zone: Zone RU4 (Rural Small Holdings)

Philip Robertson has submitted a development application on behalf of Michael Lanteri Pty Ltd & Joseph Lanteri Pty Ltd for a 10ML dam, two filter sheds and boundary realignment, Lot 1 DP 716420 & Lot 3 DP 1027406.

The proposal is a response to bring an irrigation pump station into compliance with the Natural Resources Access Regulator's requirements

#### *Background*

The location of the proposal is a rural horticultural area, historically used for grapevine nursery purposes in support of the local table grape industry.

The application for development has been assessed in accordance with Section 4.15 of the EP&A Act and relevant local and state environmental planning instruments. The application was notified in accordance with Council's Community Participation Plan 2019. Nil public submissions were received.

Due to the location of the proposal in relation to the Sturt Highway, the application was also notified to Transport for NSW.

### *Site Analysis*

The area is an established horticultural area largely involved in the table grape industry. The aesthetics of the proposal are in keeping with the rural horticultural character of the area.

The proposed development is not likely to detract from any surrounding land use due to the proposal being in keeping with the use of the land for horticultural purposes.

There is no apparent landslip, creep or requirement for native or significant vegetation removal to facilitate the proposal. The site of construction is not identified as bushfire or flood prone.

Access to the allotment is currently provided via an all-weather earthen driveway. Access arrangements are proposed to be altered to permit access to the dam area. These access arrangements appear adequate to permit vehicles to enter and exit the premises in a forward direction, however, will require a Road Opening Permit application to be submitted to and approved by Council prior to any access modification works being undertaken.

## DEVELOPMENT APPLICATION ASSESSMENT

Under Section 4.15 of the EPA Act 1979,

(1) Matters for consideration—general

In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

(a) the provisions of:

- (i) any environmental planning instrument, and
- (ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and
- (iii) any development control plan, and
- (iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and
- (iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),

that apply to the land to which the development application relates,

- (b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,
- (c) the suitability of the site for the development,
- (d) any submissions made in accordance with this Act or the regulations,
- (e) the public interest.

### Planning Instruments

*Balranald Local Environmental Plan 2010*

This type of activity is not listed as prohibited or permitted without consent in accordance with the land use table for RU4 zoned land under the Balranald Local Environmental Plan 2010 (LEP).

Therefore, the proposal is permitted with consent as a rural subdivision 4.2 of the LEP and water supply system under Clause 3 of the Land Use Table of the LEP.

Clause 4.2 of the LEP permits a lot size less than the minimum lot size provided that:

- the purpose of such a lot must be for agriculture
- any lot created that is less than the minimum lot size does not have an existing dwelling situated on the lot.
- a dwelling cannot be erected on such a lot.

The purpose of the subdivision is to create a lot to augment a water supply system that supports intensive plant agriculture. Additionally, there are no dwellings situated on the site of the proposal and there are no dwellings proposed.

The objectives of the RU4 (Small Rural Holdings) Zone under the Balranald Local Environmental Plan 2010 are:

- To enable sustainable primary industry and other compatible land uses.
- To encourage and promote diversity and employment opportunities in relation to primary industry enterprises, particularly those that require smaller lots or that are more intensive in nature.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

The proposal is considered to be largely consistent with the zone objectives in that:

- the proposal is consistent with the use of the surrounding land for the purposes of agriculture.
- the Statement of Environmental Effects indicates strategies to minimise any potential impacts on adjoining land uses and the amenity of the area;
- the proposal improves the sustainability of the farming operation in that the impact on natural receiving waters is reduced via redirection of backwash water and the reuse of such backwash water.

In accordance with Part 6 of the LEP, the proposal is not likely to impact on biodiversity values of sensitive land overlays under the LEP due to the land being historically and currently used for rural purposes. Additionally, the land subject to the proposal is not identified as flood prone on the Flood Planning overlay of the LEP.

The proposal is consistent with the requirements in Clause 6.7, Earthworks, of the LEP in that the water storage works are designed to take into consideration local conditions and due to its location, not likely to impact drainage lines, watercourses, drinking water catchments or the like. Draft Condition 9 has been included in the case of unexpected finds.

The proposal is not located in close proximity to items identified on the Heritage Schedule of the LEP and no sites or items of cultural heritage are identified on the site.

#### *Development Control Plans*

There are no Development Control Plans that apply to the land.

#### *Designated Development*

The proposed development is not designated development.

#### *State Environmental Planning Policy 55 – Remediation of Land*

The development site has been historically used for agricultural purposes, namely grapevine nursery. A search of Council's records does not identify events or other uses that could lead to potential site contamination. Therefore, no further investigation has been required.



*Biodiversity Conservation Act 2016*

The proposed development does not include the removal of any native or significant vegetation. Therefore there are no considerations under the Biodiversity Conservation Act 2016.

## Impact of Development

*Natural Environment*

The site of the proposal is existing farmland, no significant or native vegetation is proposed to be removed. The site is not identified on the sensitive land overlays of the LEP.

It is considered that there is no significant impact on the natural environment.

*Built Environment*

It is considered that the proposal has no significant impact on the built environment due to compliance with local and state planning instruments as discussed above.

The proposal is consistent with the agricultural nature of the locality and there are no likely traffic safety impacts due to the location of the proposal not significantly impacting traffic sightlines.

*Economic Impacts*

The proposal is likely to have both short and long term impacts, these impacts are considered positive in terms of employment and requirements for goods and services and long term operational requirements.

The initial construction process will generate employment opportunities, with a demand for local goods and services such as trades, construction materials, meals and accommodation.

The longer term operation of the proposal following conclusion of construction will support an existing employment generating enterprise.

*Public Interest*

The public interest is best served by the orderly and economic use of land for permissible purposes in a form which is cognisant of and does not impact unreasonably on development on surrounding land, and which satisfies a market demand, in this case augmenting an existing agricultural activity.

The proposal is considered to be in the public interest as it:

- will not significantly impact the natural or built environments;
- is in keeping with the agricultural characteristics of the area
- will have positive and economic impacts.

## Submissions

The adjoining landholders were notified of the proposal in accordance with Council's Community Participation Plan; the notification period concluded on the 21st January 2021, no submissions were received.

The proposal was also notified to Transport for NSW, supplied conditions have been included in the Draft Conditions of Consent.

## Conclusion

The application has been assessed under the provision of the Environmental Planning and Assessment Act 1979. The evaluation of this development has concluded that the proposed development application is compliant with the legislative requirements for this type of proposal and it is recommended that DA 23/2021 be approved subject to conditions.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Environmental Planning & Assessment Act 1979

Balranald Shire Council Local Environmental Plan 2010



State Environmental Planning Policy 55 – Remediation of Land

Biodiversity Conservation Act 2016

**POLICY IMPLICATION**

Nil

**ATTACHMENTS**

1. **DA 23/2021 - Plans** 
2. **DA 23/2021 - Dam Plans** 
3. **DA 23/2021 - Statement of Environmental Effects** 
4. **Response from RMS / Transport for NSW** 

**10.2 DA 16/2021 - SUBDIVISION - PAIKO VINEYARD 1029 TILLARA ROAD BALRANALD**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47567</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Ray Mitchell, Health &amp; Development Officer</b><br><b>Nikkita Manning-Rayner, Administration Assistant</b>    |
| <b>Responsible Officer:</b>        | <b>Ray Davy, Director Infrastructure and Development</b>                                                            |
| <b>Applicant:</b>                  | <b>Duxton Vineyards Pty Ltd</b>                                                                                     |
| <b>Owner:</b>                      | <b>Duxton Vineyards Pty Ltd</b>                                                                                     |
| <b>Proposal:</b>                   | <b>Two (2) Lot Subdivision</b>                                                                                      |
| <b>Location:</b>                   | <b>Paiko Vineyard, 1029 Tillara Road, Balranald NSW 2715</b>                                                        |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

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**OFFICER RECOMMENDATION**

(Division)

That Council approve Development Application 16/2021 for the subdivision of Lot 2 DP 1252366, Paiko Vineyard 1029 Tillara Road Balranald, subject to the following conditions:

1. No alteration to approved plans and specifications is allowed unless separately approved by Council.
2. The subdivision must conform with the sketch plan as submitted.
3. Plans prepared by an appropriately qualified surveyor must be submitted to Council prior to the release of the Subdivision Certificate.
4. Alterations to existing or additional accesses are to be to the satisfaction of Council or its delegate, and at the applicant's full cost.
5. Any such adjustments to access to the proposed allotments require a road opening permit to be obtained from Council prior to the commencement of any works in the road reserve. The applicant is responsible for full cost of repairs to rectify any damage to public infrastructure.
6. This approval does not constitute consent for the erection of any dwellings or other structures on the subject lands. Separate applications must be made for any buildings in accordance with the Environmental Planning & Assessment Act 1979.

Reasons for the imposition of conditions:

- Statutory compliance
- Ensure appropriate infrastructure is provided for the development
- Ensure impacts on the natural and built environment are minimised

Notes:

- Any future development on the resulting lots, including the removal of any native vegetation in the course of farming activities, will be regulated by the Biodiversity Conservation Act 2016 and the Local Land Services Act 2013.

**PURPOSE OF REPORT**

To seek Council's consent for a development application from Duxton Vineyards Pty Ltd for a two lot subdivision.

**REPORT**

Council has received a development application from Duxton Vineyards Pty Ltd to subdivide land to facilitate a farm adjustment by freeholding a western lands agricultural lease and creating two (2) allotments in the holding. Proposed Lot 2 is excised from the freeholding area due to Forestry Corp. NSW interests.

|                             |                                                                      |
|-----------------------------|----------------------------------------------------------------------|
| Description of land:        | Lot 2 DP 1252366                                                     |
| Proposed lot configuration: | Proposed Lot 1: 1985ha (approx.)<br>Proposed Lot 2: 1403ha (approx.) |
| Zone:                       | RU1 (Primary Production)<br>RU3 (Forestry)                           |
| Minimum zone lot size:      | 40ha                                                                 |

The proposal was submitted to Council as a development application because the proposal does not constitute exempt development in accordance with clause 2.75 of the State Environmental Planning Policy (Exempt & Complying Development Codes) 2008 (Codes SEPP) and is not complying development in accordance with Part 6 of the Codes SEPP.

**Background**

The location of the project is proposed approximately 24km east of the township of Euston and has historically been used for agricultural purposes. The land is owned by the State of NSW and leased for agricultural purposes as a Western Lands Lease. The existing allotment contains an area that was a portion of the former Manie State Forest and controlled by National Parks & Wildlife.

The application for development has been assessed in accordance with Section 4.15 of the EP&A Act and relevant local and state environmental planning instruments. The application was notified in accordance with Council's Community Participation Plan. Nil public submissions were received.

**Site Analysis**

There is no apparent landslip, creep or requirement for native vegetation removal to facilitate the proposal. Parts of the site are identified as bushfire and flood prone.

Contaminating activities are not known by Council to have been carried out on the land. The land has historically been used for agricultural purposes. Potentially contaminating matters such as sheep dips are not advised to or discernible from Council records.

Access to the allotment is currently provided off the Tillara Rd. Access arrangements are not being significantly altered due to the existing farm track locations and proposed boundaries.

Adjoining allotments are primarily Zoned RU1 (Primary Production) and are of agricultural use. The land also shares a zone boundary with crown land comprising the bed and bank of the Murray River, being Zone W1 (Natural Water Ways).

A Statement of Environmental Effects has been submitted as part of the development application.

**DEVELOPMENT APPLICATION ASSESSMENT**

Under Section 4.15 of the EPA Act 1979,

## (1) Matters for consideration—general

In determining a development application, a consent authority is to take into consideration such of the following matters as are of relevance to the development the subject of the development application:

## (a) the provisions of:

- (i) any environmental planning instrument, and
- (ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and
- (iii) any development control plan, and
- (iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and
- (iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),

that apply to the land to which the development application relates,

- (b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,
- (c) the suitability of the site for the development,
- (d) any submissions made in accordance with this Act or the regulations,
- (e) the public interest.

## Planning Instruments

Planning instruments that apply to the land subject to the development application are:

Balranald Local Environmental Plan 2010 (LEP)

State Environmental Planning Policy (Primary Production & Rural Development) 2019

Murray Regional Environmental Plan No. 2

There are no draft planning instruments or development control plans applying to the land.

*Balranald Local Environmental Plan 2010 (LEP)*

The proposal appears compliant with the LEP, the following table addresses applicable clauses.

| Clause                                                                                                                                                                                                                                                                                                                                                      | Comment                                                                                                                                                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.6(2) Development consent must not be granted for the subdivision of land on which a secondary dwelling is situated if the subdivision would result in the principal dwelling and the secondary dwelling being situated on separate lots, unless the resulting lots are not less than the minimum size shown on the Lot Size Map in relation to that land. | There are no dwellings on the subject land that contravene this dwelling rule and the proposed allotments are above the minimum lot size for the zone, being 40ha.                       |
| Objectives of the RU1 zone <ul style="list-style-type: none"> <li>• To encourage sustainable primary industry production by maintaining and</li> </ul>                                                                                                                                                                                                      | The proposal is considered consistent with the objectives of the zone in that the proposal facilitates a farm adjustment to remove lease restrictions on the use of the land encouraging |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>enhancing the natural resource base.</p> <ul style="list-style-type: none"> <li>• To encourage diversity in primary industry enterprises and systems appropriate for the area.</li> <li>• To minimise the fragmentation and alienation of resource lands.</li> <li>• To minimise conflict between land uses within this zone and land uses within adjoining zones.</li> <li>• To encourage development that is in accordance with sound management and land capability practices, and that takes into account the environmental sensitivity and biodiversity of the locality.</li> <li>• To support rural communities.</li> <li>• To ensure the provision of accommodation for itinerant workers.</li> </ul>                                                                        | <p>diversity in primary industry enterprises and systems.</p> <p>The proposal also protects the availability of forestry lands potentially providing economic opportunities.</p> <p>Land use conflict is not likely in this instance due to the long standing co-existing nature of the land uses being forms of primary production, single ownership/lease-holder and no sensitive receptors in close proximity to the proposal (4.5km to nearest residential receptor).</p>                                                                                                             |
| <p>Objectives of the RU3 zone:</p> <ul style="list-style-type: none"> <li>• To enable development for forestry purposes.</li> <li>• To enable other development that is compatible with forestry land uses.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p>The proposal is considered consistent with the objectives of the zone in that the proposal facilitates a farm adjustment while maintaining access to forestry areas for potential development.</p>                                                                                                                                                                                                                                                                                                                                                                                     |
| <p>4.1 Minimum subdivision lot size</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>The proposal complies with the 40ha minimum lot size for the RU1 zone,</p> <p>Proposed Lot 1: 1985ha (approx.)</p> <p>Proposed Lot 2: 1403ha (approx.)</p>                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p>4.2 Rural subdivision</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>Lots smaller than the minimum lot size are not proposed.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p>5.16 Subdivision of, or dwellings on, land in certain rural, residential or environment protection zones</p> <p>(4) The following matters are to be taken into account—</p> <ul style="list-style-type: none"> <li>(a) the existing uses and approved uses of land in the vicinity of the development,</li> <li>(b) whether or not the development is likely to have a significant impact on land uses that, in the opinion of the consent authority, are likely to be preferred and the predominant land uses in the vicinity of the development,</li> <li>(c) whether or not the development is likely to be incompatible with a use referred to in paragraph (a) or (b),</li> <li>(d) any measures proposed by the applicant to avoid or minimise any incompatibility</li> </ul> | <p>The separation distance from this existing extensive agricultural use to the nearest sensitive receptor (dwelling) is greater than 4.5km. This is in line with the buffer distances recommended in the Living and Working in Rural Areas Handbook 2007 (the Handbook), being 50m for stock grazing and 200m for cropping to a rural dwelling.</p> <p>The proposal is considered compatible with surrounding extensive agricultural land uses as there is no change/intensification of land use or building proposed and the uses have co-existed for a significant period of time.</p> |

|                                                                                             |                                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| referred to in paragraph (c).                                                               |                                                                                                                                                                                                            |
| Part 6 Biodiversity, Riparian Land, Waterways, groundwater vulnerability and flood planning | The proposal does not create additional impact in relation to these matters as there is no change/intensification of land use or building proposed and no clearing is proposed as part of the subdivision. |

*State Environmental Planning Policy (Primary Production & Rural Development) 2019*

Part 2 of Schedule 4 duplicates Clause 5.16 of the LEP and the comments addressing this Clause are applicable for the purposes of this State Environmental Planning Policy.

*Murray Regional Environmental Plan No. 2*

The application was notified in accordance with the Murray Regional Environmental Plan No. 2, details of responses are tabulated below:

| Agency                                  | Response                                                                                                                                                                                                                             | Comment                                                                                                                                                                          |
|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NRAR                                    | Controlled Activity Approval not required                                                                                                                                                                                            | Noted                                                                                                                                                                            |
| NSW DPI Fisheries                       | No objection                                                                                                                                                                                                                         | Noted                                                                                                                                                                            |
| National Parks & Wildlife Service       | Concurs with SEE assertion of positive environmental outcomes.<br>Notifying ownership arrangements                                                                                                                                   | <ul style="list-style-type: none"> <li>• Noted</li> <li>• Minister for Energy &amp; Environment's Land Owners Consent provided to Council 01/02/2021 dated 27/01/2021</li> </ul> |
| DPIE Biodiversity & Conservation Branch | Satisfied that there will be no impacts on threatened species or ecological communities. Advice should be given to the proponent of future development will be regulated by the Biodiversity Conservation & Local Land Services Acts | <ul style="list-style-type: none"> <li>• Noted</li> <li>• Advisory note included in Draft Conditions of Approval</li> </ul>                                                      |
| WaterNSW                                | No further investigation required, requesting a copy of the completed survey plans to ensure Work Approval reflects the correct land description                                                                                     | Noted                                                                                                                                                                            |
| Murray Darling Basin Authority          | Unlikely to detrimentally impact the Murray River                                                                                                                                                                                    | Noted                                                                                                                                                                            |
| DPI Agriculture                         | No objection                                                                                                                                                                                                                         | Noted                                                                                                                                                                            |
| EPA                                     | Advised no environmental protection licence required                                                                                                                                                                                 | Noted                                                                                                                                                                            |
| DPIE Planning                           | No feedback required                                                                                                                                                                                                                 | Noted                                                                                                                                                                            |

*Environmental Planning & Assessment Act 1979*

The proposal is not likely to have significant impacts on the natural or built environment as there is no change/intensification of land use or building proposed and no clearing is proposed.

Additionally, social and economic impacts are considered negligible due to no change/intensification of land use or building proposed and no clearing is proposed.

The site is considered suitable for the proposal and not against the public interest due to the low impact nature of the proposal.

The adjoining property landholders have been notified and an advertisement placed in the paper in accordance with Council's Community Participation Plan. The submission period concluded on the 22nd October 2020, no submissions have been received.

A subdivision certificate application will be required under Division 4 of the Environmental Planning & Assessment Regulation 2000.

### **FINANCIAL IMPLICATION**

Nil

### **LEGISLATIVE IMPLICATION**

Environmental Planning & Assessment Act 1979

Balranald Local Environmental Plan 2010












State Environmental Planning Policy (Primary Production & Rural Development) 2019

Murray Regional Environmental Plan No. 2

### **POLICY IMPLICATION**

Nil

### **ATTACHMENTS**

1. DA 16/2021 - Proposed Subdivision Plan 
2. DA 16/2021 - Statement of Environmental Effects 
3. DA 16/2021 - NRAR Response 
4. DA 16/2021 - NSW DPI Fisheries Response 
5. DA 16/2021 - National Parks & Wildlife Service Response 
6. DA 16/2021 - DPIE Biodiversity & Conservation Branch Response 
7. DA 16/2021 - WaterNSW Response 
8. DA 16/2021 - Murray Darling Basin Authority Response 
9. DA 16/2021 - DPI Agriculture Response 
10. DA 16/2021 - EPA Response 
11. DA 16/2021 - DPIE Planning Response 



**10.3 DA 29/2021 - CARPORT EXTENSION - BUILDING LINE SETBACK VARIATION - 24 COWPER STREET EUSTON**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47585</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Ray Mitchell, Health &amp; Development Officer<br/>Nikkita Manning-Rayner, Administration Assistant</b>          |
| <b>Responsible Officer:</b>        | <b>Ray Davy, Director Infrastructure and Development</b>                                                            |
| <b>Applicant:</b>                  | <b>Tania Johninke</b>                                                                                               |
| <b>Owner:</b>                      | <b>Ms T.K. Johninke</b>                                                                                             |
| <b>Proposal:</b>                   | <b>Carport Extension</b>                                                                                            |
| <b>Location:</b>                   | <b>24 Cowper Street, Euston NSW 2737</b>                                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

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**OFFICER RECOMMENDATION**

That Council not approve a primary building setback variation to 800mm for a carport structure on Lot 10 Section 21 DP 758402, 24 Cowper Street Euston.

**PURPOSE OF REPORT**

To consider a building setback variation on Lot 10 Section 21 DP 758402, 24 Cowper St, Euston.

**REPORT**

Council has received a request from Tania Johninke to vary the primary building line for the purposes of a carport on Lot 10 Section 21 DP 758402, 24 Cowper St Euston. The building line specified in Councils policy for this property is 6 meters, Ms Johninke wishes Council to permit a building line of 800mm to the Cowper St boundary for a proposed carport extension.

The existing dwelling on the allotment is setback 7m and the existing carport is setback 4.8m from the primary setback.

Examples of residential setbacks in the area:

|                  |     |
|------------------|-----|
| 22 Cowper St:    | 9m  |
| 21-25 Cowper St: | 8m  |
| 20 Cowper St:    | 8m  |
| 15-19 Cowper St: | 5m  |
| 11 Cowper St:    | 9m  |
| 50 Perry St:     | 12m |

There are no other examples of garage/shed/carport type structures built on or closer to the primary boundary than the dwelling in the area. Permitting a carport setback variation to 800mm would not be in keeping with the character, bulk/scale and street aesthetic of the area.

The proposed building line variation is not recommended due to these factors.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

National Construction Code 2019

Environmental Planning & Assessment Act 1979

**POLICY IMPLICATION**

Council's Building Setback Policy

**ATTACHMENTS**

1. **24 Cowper Street Euston Site Plan** 

**10.4 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM**

|                                    |                                                                                                                         |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47775</b>                                                                                                        |
| <b>Reporting Officer:</b>          | <b>Gerdi Rand, Executive Assistant<br/>Administrator, Infocouncil Support</b>                                           |
| <b>Responsible Officer:</b>        | <b>Ray Davy, Director Infrastructure and Development</b>                                                                |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains<br/>and strengthens its natural and built environment.</b> |

**OFFICER RECOMMENDATION**

That Council;

1. Approve the amended list of projects listed in Attachment 2 for funding under the Local Roads and Community Infrastructure Program, subject to any feedback from Advisory Committees received by 31 March 2021
2. Note that a further report will be provided to Council if any amendments are required to the approved list of projects proposed for Round 2 funding.

**PURPOSE OF REPORT**

In July 2020, Council resolved to accept a Commonwealth Government grant of \$832,921 excluding GST under the Local Roads and Community Infrastructure Program (LRCIP). Council resolved (**Resolution 2020/107**) to allocate the sum of \$180,000 to signs and other road safety improvements with the remainder of the funds to be allocated to projects as determined by the Council Advisory Committees. However, due to the timing of the establishment of the Advisory Committees, no recommendations were received.

Council subsequently resolved at the November 2020 OCM (**Resolution 2020/208**) to determine the projects to be funded by this grant, subject to any contrary feedback from the Advisory Committees before the end of November. No such contrary feedback was received. Council further resolved that the Advisory Committees be advised that Council will seek further input in early 2021 regarding additional projects that might be funded under the second tranche of LRCIP funds.

It has become clear that some of the projects proposed under Round 1 cannot realistically be completed within the June 2021 deadline. It is therefore now proposed that these projects be reallocated to Round 2 in order to give the affected community groups more time to finalise their plans. As a consequence, there is a need to identify substitute projects in Round 1 that can realistically be completed in the required time.

**REPORT**

The LRCIP aims to assist a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement. Guidelines provided by the funding body give examples of eligible projects. For ease of reference, these are summarised in Attachment 1.

Attachment 2 sets out the proposed variations to the allocation of LRCIP funds across both rounds, with explanatory notes. In keeping with the intent of Resolution 2020/208 it is proposed that the adoption of projects in Round 2 (other than those transferred from Round 1) be subject to there being no contrary feedback from the Advisory Committees by 31 March 2021.

The following additional information is provided in relation to the proposed new projects:

*Purton Lane sealing* – this was the subject of a community submission to the 2020/21 budget and a commitment by Council to be done this year, which is eligible for inclusion under the funding guidelines.

*Wampo corner upgrade* – this intersection has been identified as a potential safety hazard with the increase in traffic to and from the Atlas-Campaspe mine site coming into conflict with tourist traffic to Mungo National Park, and is eligible for inclusion under the funding guidelines.

*Greenham Park Hall furniture* – a need has been identified to replace and upgrade furniture for this facility, which is used for 4-5 significant community events every year, including secure storage.

*Murrumbidgee bridge path upgrade* – the unsealed northern pedestrian approach to the Murrumbidgee River bridge is steep and hazardous; this project proposes a concrete or asphalt surface and related safety improvements.

### **FINANCIAL IMPLICATION**

Total grant funding of \$1,449,660 under the Local Roads and Community Infrastructure Programme

### **LEGISLATIVE IMPLICATION**

Nil

### **POLICY IMPLICATION**

Footpath Policy

Grids Policy

Nature Strip Landscaping Policy

Recreation Areas Policy

Road Maintenance Policies

Signs Policy

### **RISK RATING**

Project based risks will be individually assessed

### **ATTACHMENTS**

1. **SYNOPSIS OF LRCIP FUNDING GUIDELINES** 
2. **PROJECTS PROPOSED TO BE FUNDED** 

**10.5 INFRASTRUCTURE REPORT**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47783</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Ray Davy, Director Infrastructure and Development</b>                                                            |
| <b>Responsible Officer:</b>        | <b>Ray Davy, Director Infrastructure and Development</b>                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

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**OFFICER RECOMMENDATION**

That the monthly update of infrastructure projects be received and noted.

**PURPOSE OF REPORT**

To update Council on infrastructure works currently in hand and in planning, updated to 8 February 2021.

**REPORT****Road construction and maintenance****1.1 Construction***Regional roads*

Preliminary works comprising culvert extensions and site clearance are also in hand to enable widening and sealing of a 2km section of MR514 (Oxley Road) and completion of the formation widening on the “missing link” section of MR67 (Ivanhoe Road). Following these works, the crews will relocate to commence the first stage of reconstruction and sealing of the Weimby-Kyalite Road.

Tenders will be invited shortly for contractors to undertake the widening of MR296 (Kyalite-Moulamein Road) and to carry out drainage improvements and sealing of Purton Lane in Balranald.

A funding submission for the 2021-22 year has been submitted for widening the formation of a narrow section of MR67 north of Homebush.

*Local roads*

Work has resumed on the reconstruction of Marma-Box Creek Road to extend the bitumen seal, with widening of cuttings and improvements to drainage on the first stage works that were sealed in December 2020. This includes rectification of damage caused by water penetration under a 1km section of the work that occurred before the drains were completed. A further extension of the seal will commence shortly, together with remediation and widening of approximately 2.7km of an old narrow seal east of Bidura Station. Further extension of the seal will be carried out later in 2021 depending on available funding. At the same time, the intersection of Marma-Box Creek Road and Wampo-Magenta Road is being reconfigured into a conventional T-junction to improve safety, given the increase in traffic using the latter road to access the Atlas-Campaspe Mineral Sands mine site.

Preliminary works comprising drainage and subgrade preparation will commence shortly on the first stage of reconstruction and sealing of the Weimby-Kyalite Road. Works on Marma-Box Creek Road and Weimby-Kyalite Road are funded over two years under the Fixing Local Roads Programme.

Proposals are being invited from engineering consultants for the design of improvements to Tapalin Mail Road at the boundary with Wentworth Shire, which has been the scene of recent accidents and near accidents arising from the poor horizontal and vertical alignment. Construction of this project will be the subject of a future funding application.

Council is awaiting the outcome of previous funding submissions for the reconstruction of Benanee Road and the widening of Leslie Drive under the next round of the Fixing Local Roads programme.

## **1.2 Unsealed road maintenance**

Following a sustained programme of unsealed road maintenance in the last 18 months, further maintenance grading work for the balance of the financial year will be focussed on dealing with safety issues as they arise.

Council is awaiting the outcome of its submission for reclassification of the Mildura-Ivanhoe Road to regional road status. If successful, this will open the way for State funding to be provided for maintenance and improvement of this important local road.

## **1.3 Sealed road maintenance**

The bitumen reseal programme for the current year will commence in April, concentrating on the recently constructed sections of MR67 and MR 514 (Oxley Road) that have only had primer seals applied.

Work will commence shortly on traffic calming of Bertram and Taylor Roads, Euston including some related road improvements to these roads and their intersections with Morris Road under the Local Roads and Community Infrastructure Programme.

A contract will be let shortly for safety improvements to the 100km of MR67 from Hatfield to the Shire boundary, co-funded by Tronox, as a requirement for the road to be used for haulage of mineral sands concentrate from the Atlas-Campaspe Mineral Sands mine to the proposed railhead at Ivanhoe.

## **1.4 Bridge maintenance**

No change since the last report.

## **2. Water, sewerage and drainage**

### **2.1 Integrated Water Cycle Management (IWCM) Plan**

Work is progressing towards the preparation of the "Options Paper" by Public Works Advisory, which will form the basis of all future water and sewer capital works. This is expected within the next couple of weeks, following which detailed consultation with relevant State water will commence with a view to securing funding for necessary works.

## **2.2 Balranald Sewerage Program**

Contractors have mobilised for the next round of sewer relining. Quotations have been received for a switchboard upgrade for Pump Station No 2 and a contract for this work will be awarded shortly.

## **2.3 Balranald Water Network**

Quotations have been received for a switchboard upgrade for the main raw water intake. A replacement pump for the intake has been purchased, awaiting contractor availability for installation. The award of a contract for the next round of AC mains replacement will occur shortly, subject to Council approval of the budget (the subject of a separate report).

A contractor is still being sought for inspection and minor remedial works to the filtered water reservoir and for the inspection of the raw water reservoir.

## **2.4 Euston Sewerage Program**

Contract documents are in hand for upgrading the main inlet structure and pump replacement.

## **2.5 Euston Water Network**

Work has commenced on cathodic protection of the filtered water reservoir. Quotations have been received for upgrading the switchboards at the main pumping station and a contractor is being sought to upgrade some of the physical infrastructure within the building.

The award of a contract for the next round of AC mains replacement will occur shortly, subject to Council approval of the budget (the subject of a separate report).

Discussions with Lower Murray Water regarding a possible supply pipeline from Robinvale have been placed on hold pending an asset management review and the outcome of the IWCM Plan.

## **2.6 Kyalite Water Supply**

Council has been approached to coordinate and rationalise the existing ad hoc private raw water supply infrastructure at Kyalite village. A meeting with affected stakeholders is planned for the week commencing 22 February 2021 to develop a better understanding of the current situation and to ascertain what role Council could or might play in this matter.

## **3. Civic enhancement projects**

### **3.1 Market Street upgrade**

Work is substantially complete with only minor omissions and defects to be rectified.

### **3.2 Riverfront precinct**

A contract has been awarded for construction of the ecotrail walkway. Other elements of this project including the swing bridge are undergoing budget evaluation.

#### **4. Buildings and Facilities**

##### **4.1 Greenham Park**

Tenders will be invited shortly for construction of new change rooms for the football club. This will require temporary arrangements for the forthcoming season to be put in place.

Funding has been received for upgrading electrical services to Greenham Park Hall to improve utilisation of the Hall and its surrounding open areas. Purchase of new furniture and construction of a secure storage facility for Greenham Park Hall are proposed for inclusion in the Local Roads and Community Infrastructure Programme, subject to the approval of Council to a separate report on this Programme.

Contract documents for the upgrading of the tennis courts are currently being prepared.

##### **4.2 Swimming Pool**

No new works to report.

##### **4.3 Bidgee Haven Hostel**

No decision has yet been made regarding the selection of a preferred tenderer, while the budget implications are being assessed. An independent consultant is being retained to prepare a detailed business case for the expansion project to underpin any funding decisions.

##### **4.4 Aerodrome**

No change since the last report.

##### **4.5 Visitor Centre/Discovery Centre**

An amended brief has been prepared for a concept design to better integrate the pavilions. Relocation of the library is no longer proposed following feedback from recent community consultation.

##### **4.6 Balranald Library**

A review of Balranald's needs regarding a library and related services is being undertaken with the assistance of the University of South Australia as a precursor to any decisions regarding options for enhancing the facility either at its existing location or elsewhere. A survey of community wishes and expectations will form part of this process.

##### **4.7 Theatre Royal**

Technical assessment is in hand for proposed heating improvements as approved by Council for funding under of the Local Roads and Community Infrastructure Programme.

As previously reported, although structurally sound, the building has sustained considerable deterioration and will need a significant investment to bring it fully up to a suitable standard of preservation. As a first step, a Conservation Plan is needed to identify the necessary works.



#### **4.8 Balranald Landfill**

Work continues at the landfill to clean up historic uncontrolled tipping and to better control specialist waste. Planning is in hand on modifications to the main entry so as to keep members of the public away from the tip area.

The trial placement of skip bins for green waste outside the existing entry gate appears to be popular and will be continued for the time being.

#### **4.9 Euston Landfill**

No change since the last report. Discussions are continuing with Robinvale Waste to install new security gates and a weighbridge at the facility.

#### **4.10 Balranald Cemetery**

Options for installation of a toilet have been prepared for the consideration of the Balranald Beautification Advisory Committee.

#### **4.11 Euston Cemetery**

No update since last report.

#### **4.12 Euston Recreation Reserve**

The 2020-21 budget includes provision for upgrading the entrance to the reserve, and in addition an upgrade to the playground at the reserve has been approved by Council as a project to be funded under Round 1 of the Local Roads and Community Infrastructure Programme. A further investment in upgrading the netball to a covered multi-use court has also been proposed for funding under that programme, subject to community feedback.

Consideration of enhancements to the Euston town approaches by the Euston Progressive Advisory Committee has also included potential upgrading of the Max Willis Reserve as a visitor "arrival point". Given the obvious need for an integrated approach to these projects, construction works are on hold pending planning works and further consultation with the Advisory Committee.

#### **4.13 Euston Riverfront Reserve and Walking Trail**

An amount of \$50,000 for enhancement to the walking trails (signage, seating etc) has been approved by Council as a project to be funded under the Local Roads and Community Infrastructure Programme. The Euston Progressive Advisory Committee is currently being consulted as to the scope of the project. A previously reported proposal from the Euston Cooperative to make a parcel of land available at the end of Gareffa Parade for a carpark and information signage about the walkway to Robinvale is currently being evaluated as part of this process.

Works to complete improvements to parking and drainage at the riverfront reserve adjacent to the Euston Club have been completed.

#### **4.14 Ben Scott Memorial Bird Walk**

A contract has been awarded for this work.

**4.15 Balranald Creative Learning Centre**

No change since last report. A preliminary concept plan for the building has been prepared but a detailed scope of works has yet to be developed.

**4.16 Kyalite Riverside Reserve**

Proposals for enhancement to the Reserve, to be funded under the Local Roads and Community Infrastructure Programme, are to be deferred until later in the year to enable consultation with the local community as to the scope of the proposed works.

**5. Town Maintenance Works****5.1 Balranald town maintenance**

The Operations team continue to carry out routine town maintenance tasks and specific works as required from time to time.

**5.2 Euston town maintenance**

Landscaping of the main entries to the town has been identified as a priority for funding from the Local Roads and Community Infrastructure Programme, and details of this are currently being consulted with the Euston Progressive Advisory Committee. Options to enhance town maintenance resources in Euston generally are under consideration

**6. Policy development**

Draft policies for Rural Roads and Grids are being prepared for consideration at the March OCM, together with policies relating to street trees, tree maintenance and the maintenance of grassed urban areas.

**7. Forward planning**

A revised Capital Works Programme and budget for 2020-21, is the subject of a separate report. Planning is in hand for the 2021-22 budget.

A consultant has been engaged to guide Council's asset management planning process, and the draft 10-year Infrastructure Plan has been deferred to incorporate the outcomes of that consultancy.

**FINANCIAL IMPLICATION**

As per budgeted works program unless otherwise noted in this Report.

**LEGISLATIVE IMPLICATION**

Nil.

**POLICY IMPLICATION**

Access to Town Water Supply Policy  
Contaminated Lands Policy  
Footpath Policy  
Grids Policy  
Nature Strip Landscaping Policy  
Recreation Areas Policy  
Road Class Maintenance Policy  
Roads Policy  
Signs Policy

**RISK RATING**

Project based risks have been individually assessed.

**ATTACHMENTS**

Nil

**PART B – ITEMS FOR INFORMATION****11 GENERAL MANAGER’S REPORTS****11.1 OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47859</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Officer</b>                                                                                        |
| <b>Responsible Officer:</b>        | <b>Oliver McNulty, General Manager</b>                                                                                               |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

**OFFICER RECOMMENDATION**

That the report be received and noted.

**PURPOSE OF REPORT**

To bring forward for information the Action report with actions taken on previous council resolutions.

**REPORT**

Outstanding Actions from previous meeting in the attached report.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Moderate

**ATTACHMENTS**

- 1. Outstanding Action Report from Previous Meetings** 

**12 CORPORATE & COMMUNITY SERVICES REPORTS****12.1 QUARTERLY TOURISM REPORT - OCTOBER 2020 TO DECEMBER 2020**

|                                    |                                                                                                                  |
|------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.46546</b>                                                                                                 |
| <b>Reporting Officer:</b>          | <b>Vivienne McEvoy, Manager Community &amp; Tourism Services</b>                                                 |
| <b>Responsible Officer:</b>        | <b>Terri Bilske, Director Corporate &amp; Community Services</b>                                                 |
| <b>Operational Plan Objective:</b> | <b>Pillar 4: Our Culture – A community that respects and celebrates its diverse cultures, heritage and arts.</b> |

**OFFICER RECOMMENDATION**

That Council receives and notes the Quarterly Tourism Report October – December 2020.

**PURPOSE OF REPORT**

To provide Council with an update on Tourism activity and provide the quarterly report on Revenue, Expenditure and Capital Works against the adopted Operational and Capital Works budget for the October to December 2020 quarter.

**REPORT****TOURISM ACTIVITY**

Balranald Shire had an increase in visitation for the quarter of approximately 1% and it is very pleasing that visitors from NSW and ACT continued to venture within NSW to support the tourism industry in this state.

Visitors from within New South Wales were again a large portion of the walk-in visitation at the Discovery Centre. Over all, a small increase of 1% of visitors compared to the same quarter from 2019. It is expected that this is due to the continuation of travel restrictions with Victoria, Queensland, South Australia and Western Australia borders into New South Wales.

| <b>Month</b> | <b>Total Walk Ins to Visitor Information Centre</b> | <b>NSW Total</b> | <b>% of NSW Visitation</b> |
|--------------|-----------------------------------------------------|------------------|----------------------------|
| October      | 1775                                                | 1314             | 76%                        |
| November     | 981                                                 | 638              | 65%                        |
| December     | 742                                                 | 407              | 55%                        |

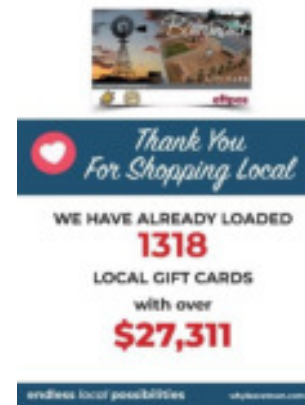
The Visitor Information Centre Merchandise sales increased by 29% compared to the same period in 2019. Frog figurines and locally produced Robinvale oils were the most popular purchase throughout this quarter.

Advertising

In support of local industries, Council utilised a share of the 3SH Radio advertising package to promote shopping locally during December, promoting products and services available in Balranald Shire. The promotion commenced on 1 December 2020 and continued through to 24 December 2020, and was split into 3 sections. The first group included giftwares, homewares, furniture etc., the second group included butchers, bakers, mechanical and fuel and the final set promoted the Why Leave Town Gift Card.

The promotion of the ‘Why Leave Town’ prepaid eftpos gift card encouraging locals to shop local has proven to be successful. The joint venture between Balranald Inc and Balranald Ex Services Club sales to the end of December 2020 was provided to Council by Balranald Inc. as follows:

|                                                                        |          |
|------------------------------------------------------------------------|----------|
| Number of Loaded Cards                                                 | 1,318    |
| Loaded Value of Cards                                                  | \$27,311 |
| Number of Cards redeemed throughout participating outlets in Balranald | 1,119    |
| Value of redemptions throughout participating outlets in Balranald     | \$17,983 |



Swampy

For some years the most common question that is asked at the Visitor Information Centre has been ‘What’s the story with the frogs?’

Swampy – the Play Sculpture was funded by the NSW Government’s Stronger Country Communities Fund with the Balranald Shire Council and Discover Balranald and Surrounds co-funding the storyboard to notify the public about Balranald’s connection with the Southern Bell Frog.



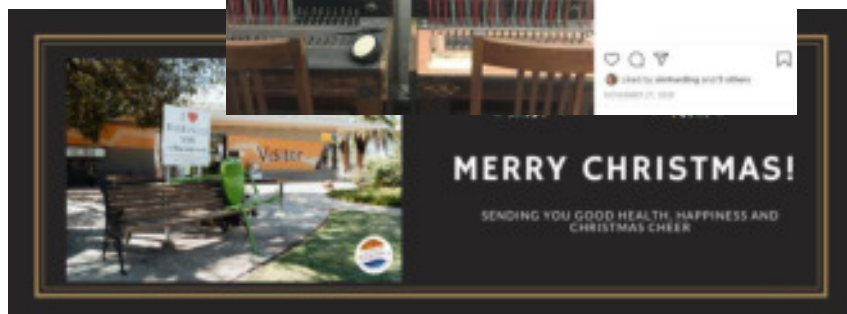
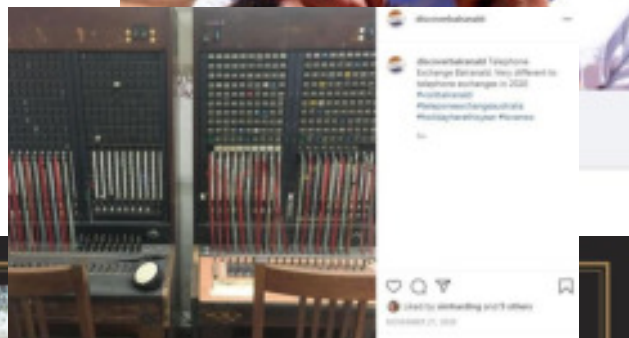
The board is located in the central business district in Market Street, Balranald, alongside the play structure.

Social Media

Engaging with some 1,200 social media followers and reaching almost 19,000 followers the social media posts for the quarter included:

- Roses in and around Balranald
- Southern Cross Exhibition building
- Better Homes and Gardens Road Trip to Mungo National Park
- Road Closures
- #Vanlife – Visits Balranald
- Mungo National Park sunsets
- Agriculture in Balranald
- Telephone Exchange Balranald
- Why Leave Town Cards promotion
- Balranald Gallery
- National Parks – Mungo
- Destination Riverina Murray promotion

Great to have these guys visit us recently, check out the clip on YouTube - <https://youtu.be/saMDF37R8>  
 #visitbalranald  
 #DiscoverBalranaldAndSurrounds  
 #LoveNSW... See more



- Christmas
- Destination NSW – Road Trips



### Balranald Caravan Park Merchandise

After enquiries by guests, Balranald Caravan Park introduced drink coolers and Caravan Park Logo on display. These have proved to be a very popular and successful merchandising item with many being sold.

As sales continue to grow, consideration will be made to extend the selection to clothing in the future.

### Euston

Lake Benanee is a popular stopover for travellers and the previous Euston Tourism & Beautification Committee wanted to encourage those staying at the camp spot to spend more time in the region. With this in mind, in late 2018 and early 2019, the committee worked closely with the Manager Community & Tourism Services to produce a storyboard for Lake Benanee Rest Area focusing on the Railway history and in particular a track from Euston to Lette that was never opened.

This storyboard along with a second storyboard detailing the history and information about Euston and surrounds, would achieve the Committee's goal and a second storyboard was completed over the last 12 months detailing information and history of Euston and Lake Benanee.

The committee requested that the storyboards be installed at the same time and undercover. In December 2020, the Council maintenance team made some slight modifications to the shaded gazebo and both storyboards were installed under the gazebo to lengthen the life of the storyboards. The committee also installed a storyboard of Cobb & Co notifying the Euston stopover on the route and was installed at Medley Park nearby the Cobb & Co Metal cut out in December 2020.

### NRMA – Electric Car Charging Facility

The NRMA Electric Car charging Facility was officially opened on 16 December 2020 with the cutting of the ribbon by a Council Representative, Manager Community & Tourism Services. In attendance was our local NRMA Agent, Gerry Allen and representatives from NRMA.

The facility is located in the carpark behind the Discovery Centre.



**TOURISM QUARTERLY FINANCIAL REPORT**

Council's Income, Operating Expenditure and Capital Expenditure for the Tourism Department is reviewed on a monthly basis with any necessary variations included in Council's Quarterly Budget Reviews. Financial information to 31 December 2020 is presented to Council for information.

The Actual Revenue and Expenses have been measured against the original adopted budget.

57.82% of the revenue budget has been received and 50.89% of the operational expenditure budget has been expensed with no Capital works expenditure to 31 December 2020.

Souvenir Sales have exceeded expectations since Covid19 restrictions have been relaxed with 82% of the expected sales reached by December 2020. A variation for this item together with a variation for the Visitor Information Centre Upgrade Capital Works project is included in the Quarterly Budget Review Report.

The following table represents all revenue, expenditure and capital works as at 31 December 2020.





| Balranald Shire Council<br>Tourism Department Report<br>As at 31 December 2020 | Original Budget<br>Adopted<br>\$ | Actual<br>\$    | Budget<br>Remaining<br>\$ | Budget<br>Received/ Spent<br>% |
|--------------------------------------------------------------------------------|----------------------------------|-----------------|---------------------------|--------------------------------|
|                                                                                | Original Budget<br>Adopted<br>\$ | Actual<br>\$    | Budget<br>Remaining<br>\$ | Budget<br>Received/ Spent<br>% |
| <b>Operating Revenue</b>                                                       |                                  |                 |                           |                                |
| Commission Sales                                                               | 500                              | 170             | 330                       | 34.00%                         |
| Donations                                                                      | 7,000                            | 1,640           | 5,360                     | 23.43%                         |
| Fees                                                                           | 0                                | 1,427           | -1,427                    | 0.00%                          |
| Lease Revenue                                                                  | 19,000                           | 2,364           | 16,636                    | 12.44%                         |
| Souvenir Sales                                                                 | 45,000                           | 36,895          | 8,105                     | 81.99%                         |
| Other                                                                          | 2,000                            |                 |                           |                                |
| <b>Total Operating Revenue</b>                                                 | <b>73,500</b>                    | <b>42,496</b>   | <b>29,004</b>             | <b>57.82%</b>                  |
| <b>Operating Expenditure</b>                                                   |                                  |                 |                           |                                |
| Salaries                                                                       | 153,510                          | 82,866          | 70,644                    | 53.98%                         |
| Advertising                                                                    | 8,500                            | 3,839           | 4,661                     | 45.16%                         |
| Bank Charges                                                                   | 600                              | 488             | 112                       | 81.33%                         |
| Insurance                                                                      | 10,830                           | 6,723           | 4,107                     | 62.08%                         |
| Cleaning                                                                       | 3,700                            | 687             | 3,013                     | 18.57%                         |
| Conferences & Seminars                                                         | 3,000                            | 0               | 3,000                     | 0.00%                          |
| Electricity                                                                    | 13,000                           | 2,907           | 10,093                    | 22.36%                         |
| General Expenses                                                               | 2,000                            | 142             | 1,858                     | 7.10%                          |
| Special Events                                                                 | 7,000                            | 6,723           | 277                       | 96.04%                         |
| Administration Fee                                                             | 20,000                           | 0               | 20,000                    | 0.00%                          |
| Motor Vehicle Expenses                                                         | 0                                | 0               | 0                         | 0.00%                          |
| Postage                                                                        | 500                              | 372             | 128                       | 74.40%                         |
| Printing and Stationary                                                        | 1,000                            | 112             | 888                       | 11.20%                         |
| Business Initiatives                                                           | 0                                | 0               | 0                         | 0.00%                          |
| Rates and Charges                                                              | 2,500                            | 0               | 2,500                     | 0.00%                          |
| Repairs and Maintenance                                                        | 25,000                           | 17,083          | 7,917                     | 68.33%                         |
| Subscriptions                                                                  | 2,000                            | 1,233           | 767                       | 61.65%                         |
| Visitor Guides                                                                 | 10,000                           | 10,000          | 0                         | 100.00%                        |
| Publications                                                                   | 0                                | 1,614           | -1,614                    | 0.00%                          |
| Telephone                                                                      | 1,500                            | 718             | 782                       | 47.87%                         |
| Internet Expenses                                                              | 1,500                            | 945             | 555                       | 63.00%                         |
| Souvenirs - Stock                                                              | 30,000                           | 15,474          | 14,526                    | 51.58%                         |
| Software & Licencing                                                           | 2,000                            | 0               | 2,000                     | 0.00%                          |
| Security                                                                       | 540                              | 270             | 270                       | 50.00%                         |
| Interest on Loan                                                               | 42,110                           | 21,334          | 20,776                    | 50.66%                         |
| Depreciation                                                                   | 9,580                            | 4,790           | 4,790                     | 50.00%                         |
| <b>Total Operating Expenditure</b>                                             | <b>350,370</b>                   | <b>178,320</b>  | <b>172,050</b>            | <b>50.89%</b>                  |
| <b>Net Operating Surplus/ (Deficit)</b>                                        | <b>-276,870</b>                  | <b>-135,824</b> | <b>-143,046</b>           |                                |
| <b>Capital Revenue</b>                                                         |                                  |                 |                           |                                |
| Joint Organisation Funding                                                     | 1,000,000                        | 0               | 1,000,000                 | 0.00%                          |
| <b>Total Capital Revenue</b>                                                   | <b>1,000,000</b>                 | <b>0</b>        | <b>1,000,000</b>          | <b>0.00%</b>                   |
| <b>Capital Expenditure</b>                                                     |                                  |                 |                           |                                |
| Joint Organisation Funding                                                     | 1,000,000                        | 0               | 1,000,000                 | 0.00%                          |
| <b>Total Capital Expenditure</b>                                               | <b>1,000,000</b>                 | <b>0</b>        | <b>1,000,000</b>          | <b>0.00%</b>                   |
| <b>Net Capital Surplus/ (Deficit)</b>                                          | <b>0</b>                         | <b>0</b>        | <b>0</b>                  |                                |
| <b>Net Result Surplus/ (Deficit)</b>                                           | <b>-276,870</b>                  | <b>-135,824</b> | <b>-143,046</b>           |                                |

## SUMMARY

The Quarterly Report on the Visitor Information Centre provides an insight of activities during the period, including advertising, statistics, social media information, merchandising, update on Storyboards for Lake Benanee and history and information about Euston, as well as financial information. Overall, Revenue and Expenditure is on track with revenue of \$42,496 at 57.82% of the total Revenue Budget and Expenditure of \$178,320 at 50.89% of the total Expenditure budget for 2020/21.

## FINANCIAL IMPLICATION

Budget implications will be addressed in the December Quarterly Budget Review

## LEGISLATIVE IMPLICATION

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Moderate – High community interest in the operation of Tourism activities.

**ATTACHMENTS**

Nil

**12.2 STATEMENT OF FUNDS - DECEMBER 2020**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47640</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Kristy Cameron, Finance Officer</b>                                                                                               |
| <b>Responsible Officer:</b>        | <b>Terri Bilske, Director Corporate &amp; Community Services</b>                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

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**OFFICER RECOMMENDATION**

That Council receives and notes the Statement of Funds for the period ending 31 December 2020.

**PURPOSE OF REPORT**

The purpose of this report is to:

1. To advise Council of the balance of funds and investments held for the month ending 31 December 2020;
2. Certify that Council's investments have been made in accordance with the *Local Government Act 1993 (Section 625)*, the Local Government (General) Regulation 2005 (Section 212) and Council's Investment Policy, which was adopted by Council on the 17 October 2017.

**REPORT**

Council's total investments including cash as at 31 December 2020 is \$16,084,912. This is a decrease of \$1,100,956 on the previous month's total of \$17,185,868.

The decrease in funds has been as a result of Contractor Payments made for the following:

- Sealing of the Marma Box Creek road for a cost of \$611,432.
- Upgrades to the Euston Water Treatment Plant switchboard to the value of \$54,899.
- Maintenance Grading - \$94,495 on Euston Prungle Road, Prungle Marma Road, and Clare Freshwater.
- Fire and Rescue Contribution for \$94,345.

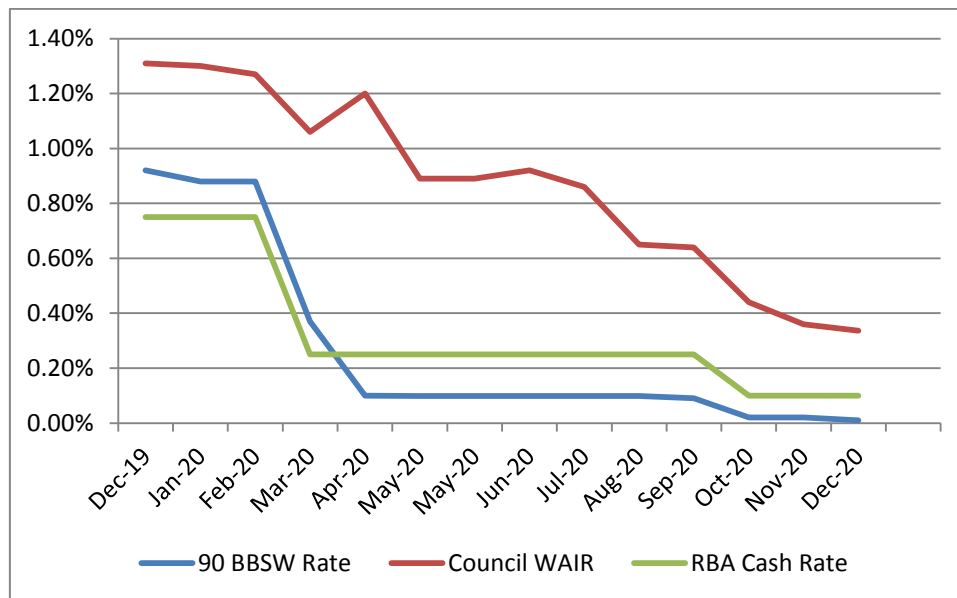
Council's cash and at call accounts are used for the purpose of day to day operations of Council. Term Deposit investments are \$5,500,000 as at 31 December 2020.

A summary of Council’s investment and cash balances as at 31 December 2020 is as follows

| MONTHLY BANK & INVESTMENT REPORT                  |           |            |             |            | 31/12/2020    |                               |                   |
|---------------------------------------------------|-----------|------------|-------------|------------|---------------|-------------------------------|-------------------|
|                                                   | Reference | S&P Rating | Term (Days) | Start Date | Maturity Date | Interest Rate/ Rate of Return | Investment Value  |
| <b>Term Deposits</b>                              |           |            |             |            |               |                               |                   |
| Westpac Bank a/c No. 176-576                      | INV12     | A-1+       | 371         | 10/11/2020 | 22/11/2021    | 0.60%                         | 1,000,000         |
| Westpac Bank a/c No. 176 840                      | INV14     | A-1+       | 182         | 30/12/2020 | 30/06/2021    | 0.25%                         | 1,000,000         |
| Westpac Bank a/c no: 177229                       | INV15     | A-1+       | 273         | 2/06/2020  | 2/03/2021     | 0.87%                         | 1,000,000         |
| Westpac Bank a/c No. 177 237                      | INV       | A-1+       | 365         | 3/09/2020  | 3/09/2021     | 0.80%                         | 750,000           |
| Westpac Bank a/c no: 177616                       | INV       | A-1+       | 92          | 31/12/2020 | 29/03/2021    | 0.20%                         | 750,000           |
| AMP Bank a/c No. TD689063360                      | INV20     | BBB+       | 363         | 29/04/2020 | 27/04/2021    | 1.65%                         | 1,000,000         |
| <b>Total Term Deposits</b>                        |           |            |             |            |               | Average rate                  | <b>0.85%</b>      |
| <b>At Call Accounts</b>                           |           |            |             |            |               |                               |                   |
| Westpac Cash Reserves a/c No. 162 975             |           |            |             |            | AT CALL       | 0.09%                         | 603,288           |
| Tcorp a/c No. 1268                                |           |            |             |            | AT CALL       | 0.96%                         | 1,273,948         |
| <b>Cash Accounts</b>                              |           |            |             |            |               |                               |                   |
| Westpac Bank a/c No. 000 060                      |           |            |             |            | CASH AT BANK  | 0.01%                         | 8,707,676         |
| <b>TOTAL BANK</b>                                 |           |            |             |            |               |                               | <b>10,584,912</b> |
| <b>TOTAL INVESTMENTS PORTFOLIO INCLUDING CASH</b> |           |            |             |            |               |                               | <b>16,084,912</b> |

Council’s weighted average return for all investments and cash accounts for the month is 0.336%, which is above the required 90 bank bill swap reference rate of 0.01% as at 31 December 2020. Note that the official cash rate stayed at 0.10% for December. The weighted average return rate is the rate which considers the size of the investment as well as the interest rate of the investment. The graph below shows Council’s performance for the past 12 months against the 90 bank bill swap reference rate.

Month End Return on Investments for Past 12 Months

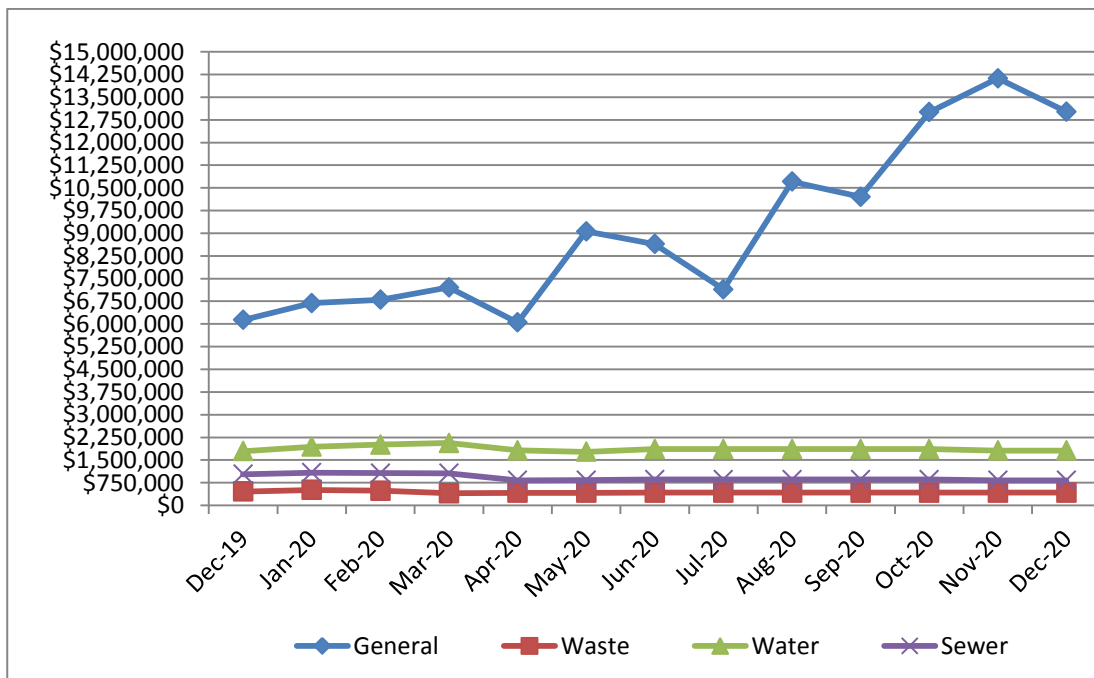


|        | 90 BBSW Rate | Council WAIR | RBA Cash Rate |
|--------|--------------|--------------|---------------|
| Dec-19 | 0.92%        | 1.31%        | 0.75%         |
| Jan-20 | 0.88%        | 1.30%        | 0.75%         |
| Feb-20 | 0.88%        | 1.27%        | 0.75%         |
| Mar-20 | 0.37%        | 1.06%        | 0.25%         |
| Apr-20 | 0.10%        | 1.20%        | 0.25%         |
| May-20 | 0.10%        | 0.89%        | 0.25%         |
| May-20 | 0.10%        | 0.89%        | 0.25%         |
| Jun-20 | 0.10%        | 0.92%        | 0.25%         |
| Jul-20 | 0.10%        | 0.86%        | 0.25%         |
| Aug-20 | 0.10%        | 0.65%        | 0.25%         |
| Sep-20 | 0.09%        | 0.64%        | 0.25%         |
| Oct-20 | 0.02%        | 0.44%        | 0.10%         |
| Nov-20 | 0.02%        | 0.36%        | 0.10%         |
| Dec-20 | 0.01%        | 0.34%        | 0.10%         |

Council’s total investment and cash accounts balance of \$16,084,912 across the funds as listed below:

| FUNDS HELD                | Investment       | Bank              | Combined          | Restricted       | Unrestricted     |
|---------------------------|------------------|-------------------|-------------------|------------------|------------------|
| General Fund              | 4,400,000        | 8,620,692         | 13,020,692        | 3,437,537        | 9,583,155        |
| Domestic Waste Management | 0                | 422,104           | 422,104           | 422,104          | 0                |
| Water Supplies            | 600,000          | 1,213,723         | 1,813,723         | 1,813,723        | 0                |
| Sewerage Service          | 500,000          | 328,394           | 828,394           | 828,394          | 0                |
| <b>TOTAL FUNDS HELD</b>   | <b>5,500,000</b> | <b>10,584,912</b> | <b>16,084,912</b> | <b>6,501,758</b> | <b>9,583,155</b> |

Balance by Funds for Past 12 Months



The table below shows the individual make-up of the restricted amounts that combine to a total of \$6,501,758 at end of month:

| <b>RESTRICTED FUNDS</b>                            | <b>External</b>  | <b>Internal</b>  | <b>Dec 2020 Total</b> |
|----------------------------------------------------|------------------|------------------|-----------------------|
| Specific Purpose Unexpended Grants                 | 221,677          |                  | 221,677               |
| Domestic Waste Management                          | 422,104          |                  | 422,104               |
| Water Supplies                                     | 1,813,723        |                  | 1,813,723             |
| Sewerage Service                                   | 828,394          |                  | 828,394               |
| Other (Unexpended Cont. Euston)                    | 50,000           |                  | 50,000                |
| Future Development Reserve                         |                  | 414,864          | 414,864               |
| Plant & Vehicle Replacement                        |                  | 350,934          | 350,934               |
| Infrastructure Replacement                         |                  | 214,000          | 214,000               |
| Employee Leave Entitlements                        |                  | 269,000          | 269,000               |
| Deposits, Retentions & Bonds                       |                  | 127,842          | 127,842               |
| Caravan Park                                       |                  | 197,247          | 197,247               |
| Euston Cemetery                                    |                  | 38,000           | 38,000                |
| Health Reserve                                     |                  | 6,000            | 6,000                 |
| Hostel Bonds                                       |                  | 1,001,782        | 1,001,782             |
| Market Street Improvements                         |                  | 20,000           | 20,000                |
| Town Clock                                         |                  | 3,000            | 3,000                 |
| Gravel Pit Rehabilitation                          |                  | 234,065          | 234,065               |
| Lake Benanee Capital Improvements                  |                  | 1,126            | 1,126                 |
| Other Assets Replacement                           |                  | 286,000          | 286,000               |
| Financial Assistance Funding                       |                  | 0                | 0                     |
| Berrett Park Revitalisation (Council Contribution) |                  | 2,000            | 2,000                 |
| <b>TOTAL RESTRICTED FUNDS</b>                      | <b>3,335,898</b> | <b>3,165,860</b> | <b>6,501,758</b>      |

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at 31 December 2020 and is shown below:

| <b>Cashbook Summary</b>                     |                  |
|---------------------------------------------|------------------|
| Opening Cashbook Balance                    | 9,818,122        |
| Plus Receipts                               | 678,266          |
| Less Payments                               | (1,788,712)      |
| <b>Cashbook Balance at 31 December 2020</b> | <b>8,707,676</b> |

| <b>Statement Summary</b>                          |                  |
|---------------------------------------------------|------------------|
| Opening Statement Balance                         | 9,790,505        |
| Plus Receipts                                     | 709,613          |
| Less Payments                                     | (1,788,712)      |
| <b>Bank Statement Balance at 31 December 2020</b> | <b>8,711,406</b> |
| Plus Unpresented Receipts                         | 15               |
| Less Unpresented Payments                         | (3,745)          |
| <b>Reconciliation Balance at 31 December 2020</b> | <b>8,707,676</b> |

**SUMMARY**

Council currently holds \$16,084,912 in Cash and Investments. The average interest rate trend has reached an all-time low for December being 0.358% overall. It should be noted that unrestricted funds has increased to \$10,684,110 due to significant deposits for Roads to Recovery program, Financial Assistance Grant and the Drought Community Program. As with all financial reports, the reported figures are based on a point of time only and vary daily. However, Council is in a reasonable financial position but it is essential that all expenditure is kept within the approved budget to achieve a breakeven point or better position for this financial year.

I hereby certify that the investments listed within this report were made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

*J. Blate*

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

The Local Government Act 1993  
The Local Government (General) Regulation 2005  
Ministerial Investment Order (Gazetted 11 February 2011)

**POLICY IMPLICATION**

Council's Investment Policy (Approved 17<sup>th</sup> October 2017)

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**12.3 STATEMENT OF FUNDS - JANUARY 2021**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47644</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Kristy Cameron, Finance Officer</b>                                                                                               |
| <b>Responsible Officer:</b>        | <b>Terri Bilske, Director Corporate &amp; Community Services</b>                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

**OFFICER RECOMMENDATION**

That Council receives and notes the Statement of Funds for the period ending 31 January 2021

**PURPOSE OF REPORT**

The purpose of this report is to:

1. To advise Council of the balance of funds and investments held for the month ending 31 January 2021;

Certify that Council's investments have been made in accordance with the *Local Government Act 1993 (Section 625)*, the Local Government (General) Regulation 2005 (Section 212) and Council's Investment Policy, which was adopted by Council on the 17 October 2017.

**REPORT**

Council's total investments including cash as at 31 January 2020 is \$15,811,774. This is a decrease of \$273,138 on the previous month's total of \$16,084,912.

The decrease in funds has been as a result of Contractor Payments made for Maintenance grading of Wooranbara Corrong Road for \$61,380 and a refund of a Hostel Bond of \$270,000.

Council's cash and at call accounts are used for the purpose of day to day operations of Council. Term Deposit investments are \$5,500,000 as at 31 January 2021

A summary of Council's investment and cash balances as at 31 January 2021 is as follows

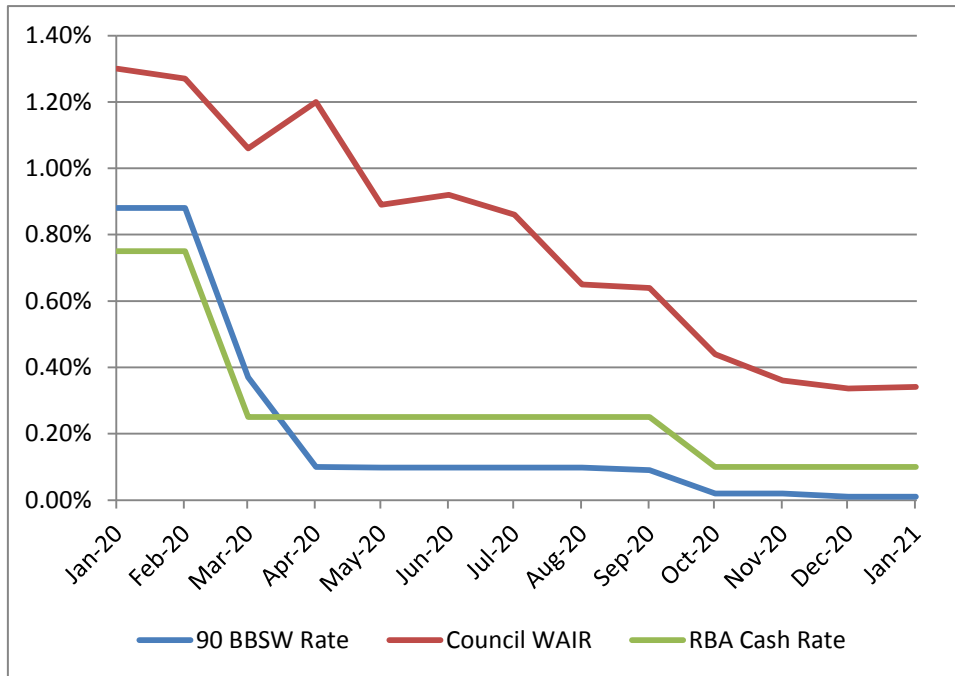
| MONTHLY BANK & INVESTMENT REPORT                  |           |            |             | 31/01/2021 |               |                               |                   |
|---------------------------------------------------|-----------|------------|-------------|------------|---------------|-------------------------------|-------------------|
|                                                   | Reference | S&P Rating | Term (Days) | Start Date | Maturity Date | Interest Rate/ Rate of Return | Investment Value  |
| <b>Term Deposits</b>                              |           |            |             |            |               |                               |                   |
| Westpac Bank a/c No. 176-576                      | INV12     | A-1+       | 371         | 10/11/2020 | 22/11/2021    | 0.60%                         | 1,000,000         |
| Westpac Bank a/c No. 176 840                      | INV14     | A-1+       | 182         | 30/12/2020 | 30/06/2021    | 0.25%                         | 1,000,000         |
| Westpac Bank a/c no:177229                        | INV15     | A-1+       | 273         | 2/06/2020  | 2/03/2021     | 0.87%                         | 1,000,000         |
| Westpac Bank a/c No. 177 237                      | INV       | A-1+       | 365         | 3/09/2020  | 3/09/2021     | 0.80%                         | 750,000           |
| Westpac Bank a/c no: 177616                       | INV       | A-1+       | 92          | 31/12/2020 | 29/03/2021    | 0.20%                         | 750,000           |
| AMP Bank a/c No. TD689063360                      | INV20     | BBB+       | 363         | 29/04/2020 | 27/04/2021    | 1.65%                         | 1,000,000         |
| <b>Total Term Deposits</b>                        |           |            |             |            |               | Average rate                  | <b>0.85%</b>      |
| <b>At Call Accounts</b>                           |           |            |             |            |               |                               |                   |
| Westpac Cash Reserves a/c No. 162 975             |           |            |             |            | AT CALL       | 0.09%                         | 603,327           |
| Tcorp a/c No. 1268                                |           |            |             |            | AT CALL       | 0.96%                         | 1,274,042         |
| <b>Cash Accounts</b>                              |           |            |             |            |               |                               |                   |
| Westpac Bank a/c No. 000 060                      |           |            |             |            | CASH AT BANK  | 0.01%                         | 8,434,406         |
| <b>TOTAL BANK</b>                                 |           |            |             |            |               |                               | <b>10,311,774</b> |
| <b>TOTAL INVESTMENTS PORTFOLIO INCLUDING CASH</b> |           |            |             |            |               |                               | <b>15,811,774</b> |

Council's weighted average return for all investments and cash accounts for the month is 0.341%, which is above the required 90 bank bill swap reference rate of 0.10% as at 31 January 2021. Note that the official cash rate stayed at 0.10% for January. The weighted average return rate is the rate



which considers the size of the investment as well as the interest rate of the investment. The graph below shows Council’s performance for the past 12 months against the 90 bank bill swap reference rate.

Month End Return On investments for Past 12 Months

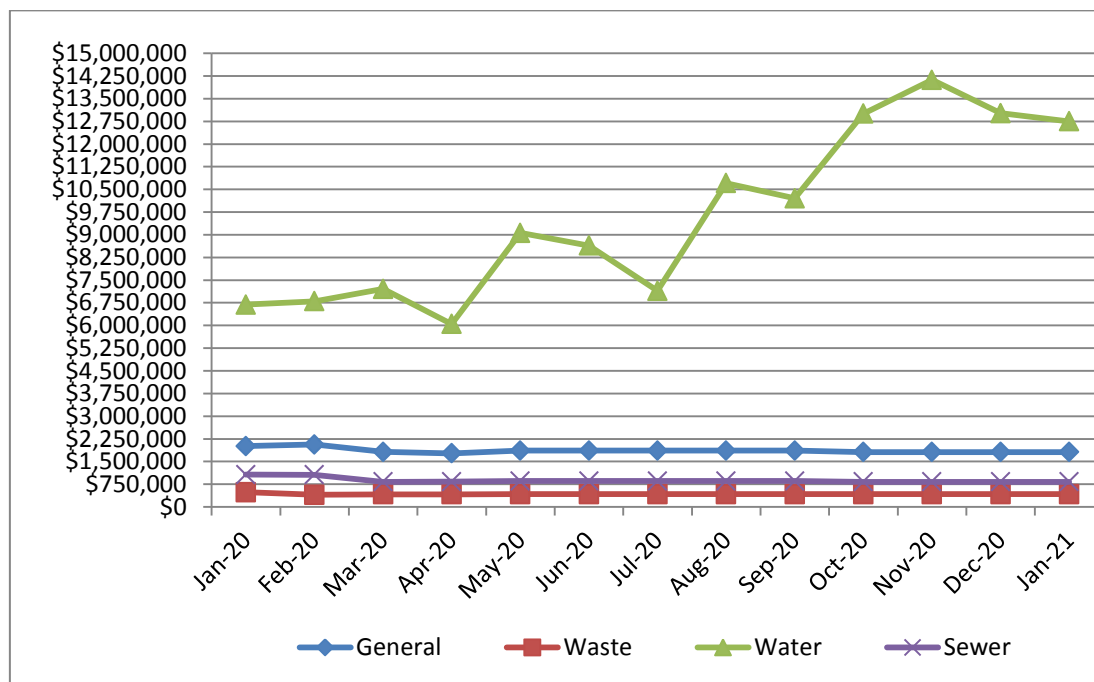


|        | 90 BBSW Rate | Council WAIR | RBA Cash Rate |
|--------|--------------|--------------|---------------|
| Jan-20 | 0.88%        | 1.30%        | 0.75%         |
| Feb-20 | 0.88%        | 1.27%        | 0.75%         |
| Mar-20 | 0.37%        | 1.06%        | 0.25%         |
| Apr-20 | 0.10%        | 1.20%        | 0.25%         |
| May-20 | 0.10%        | 0.89%        | 0.25%         |
| May-20 | 0.10%        | 0.89%        | 0.25%         |
| Jun-20 | 0.10%        | 0.92%        | 0.25%         |
| Jul-20 | 0.10%        | 0.86%        | 0.25%         |
| Aug-20 | 0.10%        | 0.65%        | 0.25%         |
| Sep-20 | 0.09%        | 0.64%        | 0.25%         |
| Oct-20 | 0.02%        | 0.44%        | 0.10%         |
| Nov-20 | 0.02%        | 0.36%        | 0.10%         |
| Dec-20 | 0.01%        | 0.34%        | 0.10%         |
| Jan-21 | 0.01%        | 0.34%        | 0.10%         |

Council's total investment and cash accounts balance of \$15,811,774 across the funds as listed below:

| FUNDS HELD                | Investment       | Bank              | Combined          | Restricted       | Unrestricted     |
|---------------------------|------------------|-------------------|-------------------|------------------|------------------|
| General Fund              | 4,400,000        | 8,347,553         | 12,747,553        | 3,722,815        | 9,024,738        |
| Domestic Waste Management | 0                | 422,104           | 422,104           | 422,104          | 0                |
| Water Supplies            | 600,000          | 1,213,723         | 1,813,723         | 1,813,723        | 0                |
| Sewerage Service          | 500,000          | 328,394           | 828,394           | 828,394          | 0                |
| <b>TOTAL FUNDS HELD</b>   | <b>5,500,000</b> | <b>10,311,774</b> | <b>15,811,774</b> | <b>6,787,036</b> | <b>9,024,738</b> |

Balance by Funds for Past 12 Months



The table below shows the individual make-up of the restricted amounts that combine to a total of \$6,787,036 at end of month:

| RESTRICTED FUNDS                                   | External         | Internal         | Jan 2021 Total   |
|----------------------------------------------------|------------------|------------------|------------------|
| Specific Purpose Unexpended Grants                 | 221,677          |                  | 221,677          |
| Domestic Waste Management                          | 422,104          |                  | 422,104          |
| Water Supplies                                     | 1,813,723        |                  | 1,813,723        |
| Sewerage Service                                   | 828,394          |                  | 828,394          |
| Other (Unexpended Cont. Euston)                    | 50,000           |                  | 50,000           |
| Future Development Reserve                         |                  | 414,864          | 414,864          |
| Plant & Vehicle Replacement                        |                  | 350,934          | 350,934          |
| Infrastructure Replacement                         |                  | 214,000          | 214,000          |
| Employee Leave Entitlements                        |                  | 269,000          | 269,000          |
| Deposits, Retentions & Bonds                       |                  | 127,842          | 127,842          |
| Caravan Park                                       |                  | 197,247          | 197,247          |
| Euston Cemetery                                    |                  | 38,000           | 38,000           |
| Health Reserve                                     |                  | 6,000            | 6,000            |
| Hostel Bonds                                       |                  | 1,287,060        | 1,287,060        |
| Market Street Improvements                         |                  | 20,000           | 20,000           |
| Town Clock                                         |                  | 3,000            | 3,000            |
| Gravel Pit Rehabilitation                          |                  | 234,065          | 234,065          |
| Lake Benanee Capital Improvements                  |                  | 1,126            | 1,126            |
| Other Assets Replacement                           |                  | 286,000          | 286,000          |
| Financial Assistance Funding                       |                  | 0                | 0                |
| Berrett Park Revitalisation (Council Contribution) |                  | 2,000            | 2,000            |
| <b>TOTAL RESTRICTED FUNDS</b>                      | <b>3,335,898</b> | <b>3,451,138</b> | <b>6,787,036</b> |

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at 31 January 2021 and is shown below:

|                                                  |                  |
|--------------------------------------------------|------------------|
| <b>Cashbook Summary</b>                          |                  |
| Opening Cashbook Balance                         | 8,707,676        |
| Plus Receipts                                    | 902,007          |
| Less Payments                                    | (1,175,278)      |
| <b>Cashbook Balance at 31 January 2021</b>       | <b>8,434,406</b> |
| <b>Statement Summary</b>                         |                  |
| Opening Statement Balance                        | 8,711,406        |
| Plus Receipts                                    | 899,432          |
| Less Payments                                    | (1,175,598)      |
| <b>Bank Statement Balance at 31 January 2021</b> | <b>8,435,240</b> |
| Plus Unpresented Receipts                        | 2,590            |
| Less Unpresented Payments                        | (3,425)          |
| <b>Reconciliation Balance at 31 January 2021</b> | <b>8,434,406</b> |

## SUMMARY

Council currently holds \$15,811,774 in Cash and Investments. The average interest rate trend has been consistently low for several months and is expected to continue for a long time. The January average interest rate is .341% overall. It should be noted that unrestricted funds have decreased to \$9,024,738. As with all financial reports, the reported figures are based on a point of time only and vary daily. However, Council is in a reasonable financial position but it is essential that all expenditure is kept within the approved budget to achieve a breakeven point or better position for this financial year.

I hereby certify that the investments listed within this report were made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

*J Blate*

## FINANCIAL IMPLICATION

Nil

## LEGISLATIVE IMPLICATION

The Local Government Act 1993  
 The Local Government (General) Regulation 2005  
 Ministerial Investment Order (Gazetted 11 February 2011)

## POLICY IMPLICATION

Council's Investment Policy (Approved 17<sup>th</sup> October 2017)

## RISK RATING

Low

## ATTACHMENTS

Nil



**12.4 PRESENTATION OF THE ANNUAL FINANCIAL STATEMENTS TO COUNCIL AND THE PUBLIC FOR THE YEAR ENDED 30 JUNE 2020**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47818</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Terri Bilske, Director Corporate &amp; Community Services</b>                                                                     |
| <b>Responsible Officer:</b>        | <b>Terri Bilske, Director Corporate &amp; Community Services</b>                                                                     |
| <b>Operational Plan Objective:</b> | <b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b> |

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**OFFICER RECOMMENDATION**

That Council receives and notes the report on the Balranald Shire's Annual Financial Statements and associated Auditor Reports and the presentation of the Statements to the Public for the year ended 30 June 2020.

**PURPOSE OF REPORT**

To present Council with the Balranald Shire Council's Annual Financial Statements as audited by the NSW Audit Office through Nexia, Auditors appointed by the NSW Audit Office and to present the Statements to the Public pursuant to Section 419 of the Local Government Act (1993) as advised and reported in the Meeting of Council on 22 January 2021 and advertised on Council's website.

**REPORT**

Section 419 of the LOCAL GOVERNMENT ACT 1993 requires Council to present the Annual Financial Statements with the Auditor's reports to the public as follows:

"Presentation of council's financial reports  
419 Presentation of council's financial reports

- (1) A council must present its audited financial reports, together with the auditor's reports, at a meeting of the council held on the date fixed for the meeting.
- (2) The council's auditor may attend the meeting at which the financial reports are presented.
- (3) A council's auditor who carries out the functions of the auditor under an appointment by the Auditor-General must attend the meeting at which the financial reports are presented if the council gives not less than 7 days' notice in writing that it requires the auditor to do so."

The NSW Audit Office and Council's Auditor from Nexia will be linking in to the Meeting from Sydney, and will be commenting on the Statements.

The Draft Annual Financial Statements were presented to Council at the October 2020 Meeting of Council for audit purposes. Following the meeting, some significant changes were identified in the interpretation and recognition of grant income, contract liabilities and other areas which resulted in the revised Draft Annual Financial Statements being presented to Council at the January 2021 Meeting of Council. The Statements were re-issued to the Auditors in January 2021, which resulted in Council requesting an extension of time for completion of the Statements. Council was awarded an extension for audit completion to 22 February 2021 by the Office of Local Government.

The audit has now been finalised with an Unqualified Opinion on the General-Purpose Financial Statements, the Special Purpose Financial Statements for Council's Declared Business

Activities, and the Special Schedule 'Permissible income for general rates. The Auditors found that the Financial Statements were fairly and appropriately presented, without any identified exceptions, and in compliance with generally accepted accounting principles.

The following information regarding the General Purpose Financial Statements is provided from the Auditors as follows: -

## INCOME STATEMENT

### OPERATING RESULT

|                                                              | 2020<br>\$m | 2019<br>\$m | VARIANCE<br>% |
|--------------------------------------------------------------|-------------|-------------|---------------|
| Rates & Annual Charges – Revenue                             | 3.82        | 3.29        | 16.1 Increase |
| Grants and Contributions – Revenue                           | 12.14       | 11.09       | 9.5 Increase  |
| Operating result from continuing operations                  | 3.57        | 4.76        | 25 Decrease   |
| Net operating result before capital grants and contributions | (.49)       | .92         | 153 Decrease  |

Council's operating result (\$3.57 million including the effect of depreciation and amortisation expense of \$5.23 million) was \$1.19 million lower than the 2018–19 result. This was mainly due to a reduction in income from the recognition of Council's share of the net assets of the Far South West Joint Organisation (FSWJO) which was first accounted for in 2018-19.

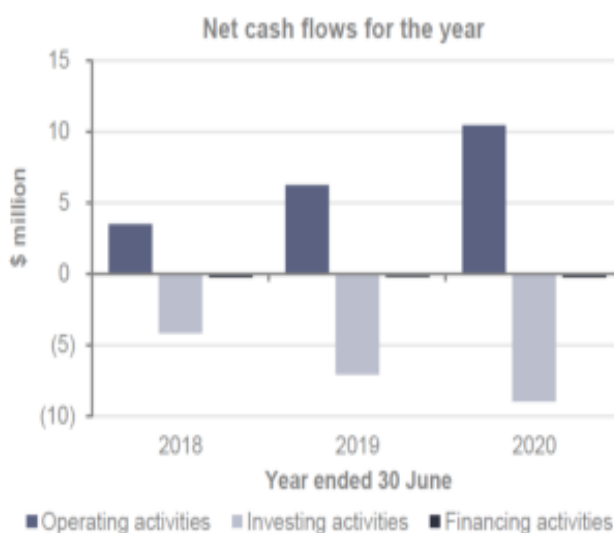
The net operating result before capital grants and contributions (\$487,000 deficit) was \$1.41 million lower than the 2018–19 result. This was mainly due to the recognition of Council's share of the net assets of the FSWJO noted above.

Rates and annual charges revenue (\$3.82 million) increased by \$527,000 (16 per cent) in 2019–2020. Council had an approved Special Rate Variation which resulted in an increase of general rates revenue by 10 per cent in 2019–20. Annual charges for services increased by \$344,000. Grants and contributions revenue (\$12.14 million) increased by \$1.05 million (9.5 per cent) in 2019–2020. This was primarily due to increased funding from the Roads to Recovery programme.

## STATEMENT OF CASH FLOWS

The Statement of Cash Flows illustrates the flow of cash and cash equivalents moving in and out of Council during the year and reveals that cash increased by \$1.2 million to \$6.5 million at the close of the year.

- The receipt of hostel bonds amounting to \$1.3 million contributed to the increase.



**FINANCIAL POSITION****Cash and Investments**

|                             | <b>2020</b> | <b>2019</b> | <b>Commentary</b>                                                                                                                  |
|-----------------------------|-------------|-------------|------------------------------------------------------------------------------------------------------------------------------------|
|                             | <b>\$m</b>  | <b>\$m</b>  |                                                                                                                                    |
| External Restrictions       | 3.9         | 4.1         | External restrictions include unspent specific purpose grants and domestic waste management charges, and water and sewerage funds. |
| Internal Restrictions       | 6.4         | 5.1         | Balances are internally restricted due to Council policy or decisions for forward plans including works program.                   |
| Unrestricted                | 1.5         | 0.7         | Unrestricted balances provide liquidity for day-to-day operations.                                                                 |
| <b>Cash and Investments</b> | <b>11.8</b> | <b>9.9</b>  |                                                                                                                                    |

After repaying principal and interest of \$408,000, total debt as at 30 June 2020 was \$2.3 million (2019: \$2.6 million).

**PERFORMANCE****Performance measures**

The following section provides an overview of the Council's performance against the performance measures and performance benchmarks set by the Office of Local Government (OLG) within the Department of Planning, Industry and Environment.

**Operating performance ratio**

The 'operating performance ratio' measures how well council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by OLG is greater than zero per cent.

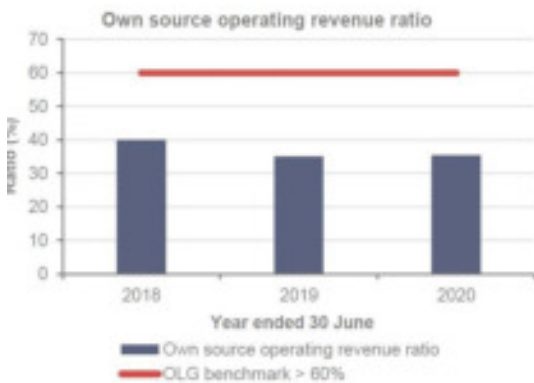
The Council did not meet the OLG benchmark for the current reporting period.



Overall, revenue has remained consistent but expenditure increased due to the continued rural roads maintenance programme commenced in 2018/19 which has resulted in increased normal rural road maintenance costs.

**Own source operating revenue ratio**

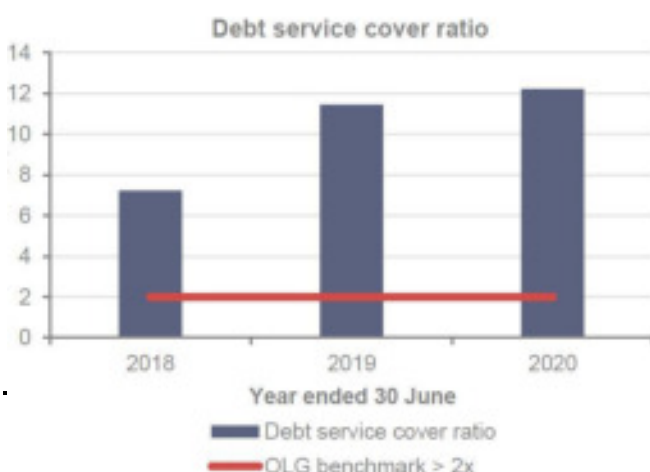
The ‘own source operating revenue ratio’ measures council’s fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent. The Council did not meet the OLG benchmark for the current reporting period.



Council will always struggle to achieve the minimum 60% benchmark as the Shire does not have sufficient rating base to raise revenue from in the form of rates and annual charges.

**Debt service cover ratio**

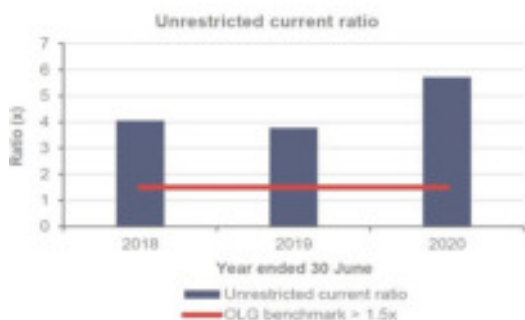
The ‘debt service cover ratio’ measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times. The Council exceeded the OLG benchmark for the current reporting period.



Council has not taken on any new loans during the 2019/20 year. The outstanding loan balances continue to decrease which results in the improvement of this ratio.



**Unrestricted current ratio** The ‘unrestricted current ratio’ is specific to local government and represents council’s ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times. The Council exceeded the OLG benchmark for the current reporting period.



Council received grant funding towards the end of the financial year, which was not spent by 30 June which led to an overall increase in cash and cash equivalents of \$1.2 million and in investments of \$750,000. There was also an overall increase of \$500,000 in unrestricted cash.

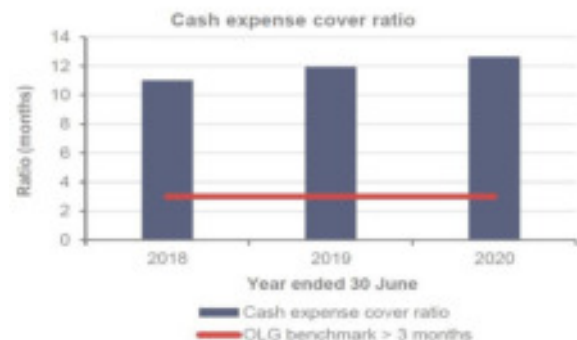
**Rates and annual charges outstanding percentage** The ‘rates and annual charges outstanding percentage’ assesses the impact of uncollected rates and annual charges on council’s liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for regional and rural councils. The Council met the OLG benchmark for the current reporting period



Council continues to actively collect outstanding rates and charges. The COVID-19 epidemic has had an impact on debt recovery activities, with Council deferring recovery action since March 2020. This has resulted in the ratio increasing when compared to previous years, but is still under the benchmark of 10%.

**Cash expense cover ratio**

This liquidity ratio indicates the number of months the council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months. The Council exceeded the OLG benchmark for the current reporting period.



Council receiving part of the 2020/21 Financial Assistance Grant before 30 June 2020 has helped to return a strong cash expense cover ratio result. Council continues to improve its overall cash holdings.

**Infrastructure, property, plant and equipment renewals**

- Council's asset renewal additions for the year were \$6.5 million compared \$3.7 million for the prior year
- The level of asset renewals during the year represented 125 percent of the total depreciation expense (\$5.2 million) for the year.

**OTHER MATTERS****Impact of new accounting standards****AASB 15 'Revenue from Contracts with Customers' and AASB 1058 'Income for Not-for-Profit Entities'**

The Council adopted the new accounting standards AASB 15 'Contracts with Customers' and AASB 1058 'Income of Not-for-Profit Entities' (collectively referred to as the Revenue Standards) for the first time in their 2019–20 financial statements.

AASB 15 introduces a new approach to recognising revenue based on the principle that revenue is recognised when control of a good or service transfers to a customer. AASB 15 impacts the timing and amount of revenue recorded in a councils' financial statements, particularly for grant revenue. AASB 15 also increases the number of disclosures required. AASB 1058 prescribes how not-for-profit entities account for transactions conducted on non-commercial terms and the receipt of volunteer services. AASB 1058 significantly impacts the timing and amount of income recorded in a councils' financial statements, particularly for grant income and rates which are paid before the commencement of the rating period.

The Council recognised a \$660,000 adjustment to opening accumulated surplus at 1 July 2019 on adoption of the new Revenue Standards.

The Council disclosed the impact of adopting the new Revenue Standards in Note 17.

**AASB 16 'Leases'**

The Council adopted the new accounting standard AASB 16 'Leases' for the first time in their 2019–20 financial statements.

AASB 16 changes the way lessees treat operating leases for financial reporting. With a few exceptions, operating leases will now be recorded in the Statement of Financial Position as a right-of-use asset, with a corresponding lease liability.

AASB 16 results in lessees recording more assets and liabilities in the Statement of Financial Position and changes the timing and pattern of expenses recorded in the Income Statement.

There was no monetary impact on Council's financial statements on adoption of AASB 16.

**Legislative compliance**

The NSW Audit Office stated that the audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial statements.

The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited

- staff provided all accounting records and information relevant to the audit.

The Council's:

- accounting records were maintained in a manner and form that facilitated the preparation and the effective audit of the general purpose financial statements
- staff provided all accounting records and information relevant to the audit.

### **SUMMARY**

The General Purpose Financial Statements, the Specific Purpose Financial Statements and the Special Schedules have been audited by the NSW Audit Office.

Details of the audit are included in the report and Council and the NSW Audit Office will be presenting the Statements to the Public as advertised at the February Meeting of Council on 16 February 2021.

### **FINANCIAL IMPLICATION**

Auditors fees as per budget.

### **LEGISLATIVE IMPLICATION**

Sec. 419 Local Government Act 1993








### **POLICY IMPLICATION**

Nil

### **RISK RATING**

Moderate

### **ATTACHMENTS**

1. **General Purpose Financial Statements** 
2. **Special Purpose Financial Statements** 
3. **Special Schedule Report** 
4. **Independent Auditor's Report General Purpose Financial Statements 2020** 
5. **Independent Auditor's Report Special Purpose Financial Statements 2020** 
6. **Independent Auditor's Report Special Schedule 2020** 
7. **Report on the Conduct of the Audit 2020 - Balranald** 

**13 INFRASTRUCTURE & DEVELOPMENT REPORTS****13.1 PLANNING ADMINISTRATION**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D21.47145</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Ray Mitchell, Health &amp; Development Officer</b><br><b>Nikkita Manning-Rayner, Administration Assistant</b>    |
| <b>Responsible Officer:</b>        | <b>Ray Davy, Director Infrastructure and Development</b>                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b> |

**OFFICER RECOMMENDATION**

That the report be received and noted.

**PURPOSE OF REPORT**

To advise Council of activities in the Planning area

**REPORT**

The following Notices of Determination, Construction Certificates, Complying Development Certificates, Section 68 Certificates, Subdivision Certificates and / or Occupation Certificates have been issued under delegated authority since the December 2020 meeting of Council.

| Application | Owner/Applicant                                              | Locality                      | Description                          |
|-------------|--------------------------------------------------------------|-------------------------------|--------------------------------------|
| DA 22/2021  | Mr Agostino Comi for Balranald Central School                | We Street, Balranald          | Shed                                 |
| DA 24/2021  | Trendvil Pty Ltd t/a James Harwood Homes for Ms M.J. Zaffina | 14 Garreffa Parade, Euston    | Dwelling                             |
| DA 26/2021  | Dimity Cimino for Mr C. & Mrs D.L. Cimino                    | 169 Market Street, Balranald  | Veranda                              |
| DA 30/2021  | Mr Justin Turner for Mr J.L. & Mrs T.L. Turner               | 51546 Sturt Highway, Euston   | Demolition of storm damaged dwelling |
| DA 44/2020  | Homebush Recreation Reserve                                  | 2511 Ivanhoe Road, Balranald  | Hall & Kitchen Extension             |
| CC 08/2021  | Mr Carmelo Vespucci for S & P Vespucci                       | 63 Brett Road, Euston         | Rural Workers Accommodation          |
| CC 09/2021  | Mr Thomas Meulemans for Tronox Holdings                      | Magenta Wampo Road, Balranald | Temporary Workers Accommodation      |
| CC 10/2021  | Mr Agostino Comi for Balranald Central School                | We Street, Balranald          | Shed                                 |
| CDC 07/2021 | Ms Leah Gillbee                                              | 54 River Street, Balranald    | Swimming Pool                        |

|                                              |                                                                  |                                                 |                                                                                |
|----------------------------------------------|------------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------------------------|
| CDC 08/2021                                  | Jordan Griffiths                                                 | 48 Cally Street,<br>Balranald                   | Dwelling renovation<br>and extension                                           |
| S68 03/2021                                  | Mr Thomas Meulemans for<br>Tronox Holdings                       | Magenta Wampo<br>Road, Balranald                | Onsite sewage<br>management facility for<br>temporary workers<br>accommodation |
| SDC 04/2021                                  | Danson & Blaby for Mr C.M.<br>Neyland                            | Prill Park, 434<br>Tapalin Mail<br>Road, Euston | Two Lot Subdivision                                                            |
| OC 06/2021<br>(certificate of<br>completion) | Luke Walker (Brent Walker<br>& Associates) for Ms T.L.<br>Turner | Sturt Highway,<br>Euston                        | Sanitary plumbing for<br>shed                                                  |
| OC 07/2021<br>(certificate of<br>completion) | Fisher Planning Pty Ltd for<br>Ms T.L. Turner                    | Sturt Highway,<br>Euston                        | Sanitary plumbing for<br>dwelling                                              |
| OC 08/2021<br>(certificate of<br>completion) | Fisher Planning Pty Ltd for<br>Mr J Duncan & Ms V.G.<br>Cordoma  | 1 Cary Street,<br>Euston                        | Drainage and water<br>supply works                                             |
| OC 09/2021                                   | Greg McCalman (Entegra)<br>for Euston Park Pty Ltd               | Mendook, 810<br>Euston Prungle<br>Road, Euston  | Machinery Shed                                                                 |
| OC 10/2021                                   | G & K Garreffa                                                   | 52 Bertram Road,<br>Euston                      | Swimming Pool                                                                  |

The following numbers of certificates relating to conveyancing have been issued since the December 2020 meeting of Council.

|                                                                                          |    |
|------------------------------------------------------------------------------------------|----|
| Environmental Planning & Assessment Act 1979<br>Planning Information Certificates (10.7) | 10 |
| Environmental Planning & Assessment Act 1979<br>Building Certificates (6.24)             | 0  |
| Environmental Planning & Assessment Act 1979<br>Outstanding Orders (121ZP)               | 2  |
| Local Government Act 1993<br>Outstanding Orders (735A)                                   | 2  |
| Local Government Act 1993<br>Drainage Diagram                                            | 3  |
| Biosecurity Act 2015<br>Outstanding Orders (Noxious Weeds)                               | 3  |

## FINANCIAL IMPLICATION

Nil

**LEGISLATIVE IMPLICATION**

Environmental Planning & Assessment Act 1979

State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

Local Government Act 1993

Biosecurity Act 2015

Conveyancing Act 1919

**POLICY IMPLICATION**

Nil

**ATTACHMENTS**

Nil

**14 NOTICE OF MOTION / QUESTIONS ON NOTICE**

Nil

**15 CONFIDENTIAL MATTERS**

Nil

**16 CLOSURE OF MEETING**