



MINUTES

**Ordinary Council Meeting
Tuesday, 15 February 2022**

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**MINUTES OF BALRANALD SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD
ON TUESDAY, 15 FEBRUARY 2022 AT 5PM**

1 OPENING OF MEETING

2 ACKNOWLEDGMENT OF COUNTRY

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

PRESENT:

Administrator Mike Colreavy

IN ATTENDANCE:

Glenn Wilcox (General Manager) Hodi Beauliv (Member), Carol Holmes (Senior Executive Officer) and Sheridan Hammet (Administration Assistant)

3 APOLOGIES

Nil

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE COUNCIL MEETING HELD ON 17 DECEMBER 2021

RESOLUTION 2022/1

Moved: Administrator Mike Colreavy

That the Minutes of the Council Meeting held on 17 December 2021 be received and the recommendations therein be adopted.

CARRIED

5 DISCLOSURE OF INTEREST

6 ADMINISTRATOR MINUTE/REPORT

6.1 PRESENTATION 40 YEARS OF SERVICE

Mike Colreavy presented David Unicomb with a certificate for 40 years of continuous service with Balranald Shire Council

6.2 MAYORAL MINUTE - AUSTRALIA DAY

RESOLUTION 2022/2

Moved: Administrator Mike Colreavy

That the Mayoral Minute regarding Australia Day be received and noted.

CARRIED

RESOLUTION 2022/3

Moved: Administrator Mike Colreavy

That the late item 6.2 Mayoral Minute - Stronger Country Communities Fund Round 4 be admitted to the agenda.

CARRIED

6.3 MAYORAL MINUTE - STRONGER COUNTRY COMMUNITIES FUND ROUND 4

RESOLUTION 2022/4

Moved: Administrator Mike Colreavy

That the Mayoral Minute regarding the funding announcement for Stronger Country Communities Fund Round 4 be received and noted.

CARRIED

7 COMMITTEE REPORTS FOR ADOPTION**7.1 BALRANALD BEAUTIFICATION COMMITTEE MEETING HELD ON 10 NOVEMBER 2021**

RESOLUTION 2022/5

Moved: Administrator Mike Colreavy

That the Minutes of the Balranald Beautification Advisory Committee meeting held on 10 November 2021 be received and noted..

CARRIED

7.2 EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING - HELD ON 22 NOVEMBER 2021 AND 31ST JANUARY 2022

RESOLUTION 2022/6

Moved: Administrator Mike Colreavy

That Council

1. Receives and notes the Minutes of the Euston Progressive Advisory Committee (EPAC) meetings held on Monday 22 November 2021 and 31st January 2022;
2. Include unblocking gutters in front of Post Office in the works program;
3. Investigate options to repair the paving's on the corner of Murray Terrace and Perry Street (Pub Corner);
4. Provide Euston Progressive Committee with a written update on previous recommendations.

CARRIED

7.3 GROWING BUSINESS INDUSTRY & TOURISM ADVISORY COMMITTEE MEETING HELD ON 9 NOVEMBER 2021

RESOLUTION 2022/7

Moved: Administrator Mike Colreavy

That Council

Receives and notes the Growing Business Industry & Tourism Advisory Committee (GBITAC) Discussion Notes of the meeting held on 7 December 2021.

CARRIED

RESOLUTION 2022/8

Moved: Administrator Mike Colreavy

That the late item 7.4 Retirement Hostel Management Committee Meeting held on Thursday 25th November 2021 be admitted to the agenda.

CARRIED

7.4 RETIREMENT HOSTEL MANAGEMENT COMMITTEE MEETING HELD ON THURSDAY 25TH NOVEMBER 2021

RESOLUTION 2022/9

Moved: Administrator Mike Colreavy

That Council receives and notes the Minutes of the Retirement Hostel Management meeting held on Thursday 25th November 2021.

CARRIED

RESOLUTION 2022/10

Moved: Administrator Mike Colreavy

That the late item 7.5 Retirement Hostel Management Committee Meeting held on Tuesday 15th February 2022 be admitted to the agenda.

CARRIED

7.5 RETIREMENT HOSTEL MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY 15TH FEBRUARY 2022

RESOLUTION 2022/11

Moved: Administrator Mike Colreavy

That Council

1. Receive and note the Minutes of the Hostel Committee meeting held on 15th February 2022;
2. Extend the application process for S355 Committee to 18 March;
3. Approve the fire alarm system to be fully upgraded to a modern address system with capability to cater for the proposed expansion of the building footprint; and seek approval from the Hostel Extension funding body to expend grant funding on the upgrade;
4. Note the recommendation of outsourcing the administration functions of the Hostel until the specifications have been provided to the committee at the next meeting.
5. Approve Provider Assist to investigate the unclaimed Bidgee Haven funds.

CARRIED

GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)**PART A – ITEMS REQUIRING DECISION****8 GENERAL MANAGER'S REPORTS****8.1 APPOINTMENT OF GENERAL MANAGER****PURPOSE OF REPORT**

This report is to formalise action taken by the Administrator and Interim General Manager to seek to appoint a new General Manager in accordance with its policies.

BACKGROUND

Following the resignation of Mr McNulty in August 2021, Council appointed an Interim General Manager to review Councils operations and to prepare the Council for the appointment of a new General Manager.

Council has adopted a number of policies that relate to the appointment process.

RESOLUTION 2022/12

Moved: Administrator Mike Colreavy

That Council note the action taken to appoint a New General Manager and that Council has called on the warranty conditions under the Appointment Contract with Local Government New South Wales (LGNSW) to undertake this appointment free of charge excluding advertising and requested personal assessment areas.

CARRIED

8.2 SHARED SERVICES IN FAR WESTERN COUNCILS**PURPOSE OF REPORT**

Balranald Shire Council has undertaken an organisational review and prepared a base document for the regional organisations to develop and share services into the future.

BACKGROUND

Council through the appointment of the Interim General Manager has been able to undertake several reviews of its governance, process management and to look at its long term future. This report is an open report that considers a range of service areas that could be developed into the future that would support Balranald Shire Council and other Councils in the Western areas of NSW

RESOLUTION 2022/13

Moved: Administrator Mike Colreavy

That Council submit the Shared Services in Far Western Councils report to the Joint Regional Organisation and to The Minister for Local Government to consider noting the Recommendations contained in the report.

CARRIED

8.3 DRAFT COMMUNITY STRATEGIC PLAN**PURPOSE OF REPORT**

The Community Strategy Plan describes the community's vision and aspirations for a period of ten of or more years.

BACKGROUND

Councils are required to prepare a community strategic plan (CSP) every ten years and develop this plan with the community.

RESOLUTION 2022/14

Moved: Administrator Mike Colreavy

That

1. Council place the Draft Community Strategic Plan on Public Exhibition for a period of 28 days and seek community comments; and
2. following public exhibition that a further report to adopt the Plan and any adjustment be reported to Council.

CARRIED

9 CORPORATE & COMMUNITY SERVICES REPORTS**9.1 QUARTERLY BUDGET REVIEW - DECEMBER 2021****PURPOSE OF REPORT**

To advise Council of the Quarterly budget review and financial position as at 31 December 2021.

RESOLUTION 2022/15

Moved: Administrator Mike Colreavy

1. That the report be received and noted;
2. Note that there are no budget adjustments proposed; and
3. That the Council endorses the Statement acknowledging the financial position is considered satisfactory.

CARRIED

9.2 REQUEST TO INSTALL PLAQUE AT THE BALRANALD SKATE PARK**PURPOSE OF REPORT**

To advise Council of a request to provide and install a plaque at the Balranald Skate Park in recognition of the contributions to the Skate Park made by the community and independent donations.

RESOLUTION 2022/16

Moved: Administrator Mike Colreavy

That Council:

1. approves the installation of a plaque at the Balranald Skate Park to recognise the organisations involved in its development
2. approves the expenditure of funds for the plaque from Council's existing operational budget

CARRIED

9.3 UNEXPENDED GRANTS WORKS TO BE BROUGHT FORWARD**PURPOSE OF REPORT**

This report is provided to seek Council's approval to carry forward and include in the 2021/22 Budget, unexpended grant works for Operational and Capital purposes.

RESOLUTION 2022/17

Moved: Administrator Mike Colreavy

That Council approve

1. the inclusion of the grants listed in this report in the 2021/22 Budget following consideration by the Works Committee, and
2. that the grants be included as Variations to the Budget in conjunction with consideration of the March 2022 Quarterly Budget Review (QBR)

CARRIED

9.4 BALRANALD CARAVAN PARK QUARTERLY REPORT**PURPOSE OF REPORT**

The purpose of the Financial Review report is to provide Council with accurate and timely reporting of revenue and expenditure against the adopted Operational and Capital Works budget for the Balranald Caravan Park.

RESOLUTION 2022/18

Moved: Administrator Mike Colreavy

That;

1. Council notes the Balranald Caravan Park Financial Report for the period ended on 31 December 2021, and the Crown Reserves Improvement Fund announcement of \$771,500 for capital works at the Balranald Caravan Park
2. Council continue to manage the caravan park using permanent and casual staff for the time being

CARRIED

10 INFRASTRUCTURE & DEVELOPMENT REPORTS**10.1 BALRANALD CARAVAN PARK CROWN LAND PLAN OF MANAGEMENT****PURPOSE OF REPORT**

Council is currently undertaking a project to adopt Plans of Management for Crown Land reserves that it manages in accordance with the Crown Lands Management Act 2016 (the CLM Act).

RESOLUTION 2022/19

Moved: Administrator Mike Colreavy

That Council:

1. Place the draft plan of management for the Balranald Caravan Park on public exhibition; and
2. Receive a further report following conclusion of public exhibition to consider any submissions.

CARRIED

10.2 NOMINATIONS FOR THE WESTERN JOINT REGIONAL PLANNING PANEL**PURPOSE OF REPORT**

To nominate Council representatives to the Western Joint Regional Planning Panel (Western JRPP).

RESOLUTION 2022/20

Moved: Administrator Mike Colreavy

That Council:

1. Nominate two (2) representatives as delegates to participate in the Western Joint Regional Planning Panel being the Administrator Mr Michael Colreavy and the General Manager (once appointed); and
2. Notify these nominations to the Planning Panels Secretariat with the period being up until the 2024 local government elections, or while they hold office with Council.

CARRIED

10.3 OFFICIAL NAMING OF DRY LAKE ROAD**PURPOSE OF REPORT**

To commence the process of officially naming a road

RESOLUTION 2022/21

Moved: Administrator Mike Colreavy

That Council:

1. commence the process of road naming in accordance with the Roads Act 1993; and
2. undertake consultation in accordance with the NSW Address Policy and User Manual; and
3. report the results of such consultation to Council.
4. Council's preference is for the name to be Lakeside Drive.

CARRIED

PART B – ITEMS FOR INFORMATION**11 GENERAL MANAGER'S REPORTS****11.1 BETTER PRACTICE RECOMMENDATIONS****PURPOSE OF REPORT**

Council at its November 2021 Meeting resolved to adopt the report on the Voluntary assessment of the organisation under the Office of Local Governments Better Practice Review assessment program.

RESOLUTION 2022/22

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

11.2 OUTSTANDING ACTIONS**PURPOSE OF REPORT**

To bring forward for information the Action Report with actions taken on previous Council resolutions.

RESOLUTION 2022/23

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

11.3 ADMINISTRATOR, GENERAL MANAGER AND DIRECTORS MEETINGS**PURPOSE OF REPORT**

To advise Council of the meetings undertaken on behalf of Council by the Administrator, General Manager and Directors since December 2021 Ordinary Meeting.

RESOLUTION 2022/24

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

12 CORPORATE & COMMUNITY SERVICES REPORTS**12.1 STATEMENT OF FUNDS - DECEMBER 2021****PURPOSE OF REPORT**

The purpose of this report is to:

1. Advise Council of the balance of funds and investments held for the month ending 30 November 2021
 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 are moving towards compliance with Council's Investment Policy, which was adopted by Council on the 17 October 2017
-

RESOLUTION 2022/25

Moved: Administrator Mike Colreavy

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

CARRIED

12.2 STATEMENT OF FUNDS - JANUARY 2022**PURPOSE OF REPORT**

The purpose of this report is to:

1. Advise Council of the balance of funds and investments held for the month ending 30 November 2021
 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 are moving towards compliance with Council's Investment Policy, which was adopted by Council on the 17 October 2017
-

RESOLUTION 2022/26

Moved: Administrator Mike Colreavy

That Council receives and notes the Statement of Funds for the period ending 31 January 2022.

CARRIED

12.3 MONTHLY FINANCE REPORT - JANUARY 2021**PURPOSE OF REPORT**

The purpose of this report is to advise Council of the actions undertaken during December 2021 and January 2022 to ensure Council's transactions are up-to-date and correct in the Practical and subsidiary ledger systems for the months ending 31 December 2021 and 31 January 2022.

RESOLUTION 2022/27

Moved: Administrator Mike Colreavy

That Council receives and notes the report on the status of Council's financial operating systems and processes.

CARRIED

12.4 BIDGEE HAVEN QUARTERLY REPORT**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 Operational and Capital Works budget.

RESOLUTION 2022/28

Moved: Administrator Mike Colreavy

1. That Council receives and notes the Bidgee Haven Retirement Hostel December 2021 Quarterly Report inclusive of financial information against the operational and capital budget.
2. That noting the pause of progress on the divestment proposal and the Hostel extension project was on hold until February, a meeting with the Executive of Chairs and other interested stake holders be convened in early March to review Councils position.

CARRIED

12.5 QUARTERLY TOURISM REPORT - OCTOBER TO DECEMBER 2021**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 December 2021 quarter.

RESOLUTION 2022/29

Moved: Administrator Mike Colreavy

That Council receives and notes the Quarterly Tourism Report for October - December 2021.

CARRIED

12.6 SALE OF LAND FOR UNPAID RATES

PURPOSE OF REPORT

To update Council on the sale of land by auction, for unpaid rates.

RESOLUTION 2022/30

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

13 INFRASTRUCTURE & DEVELOPMENT REPORTS

13.1 PLANNING ADMINISTRATION

PURPOSE OF REPORT

To advise Council of activities in the Planning area

RESOLUTION 2022/31

Moved: Administrator Mike Colreavy

That the report be received and noted.

CARRIED

13.2 INFRASTRUCTURE UPDATE

PURPOSE OF REPORT

To update Council on infrastructure works currently in hand and in planning, updated to 8 February 2022.

RESOLUTION 2022/32

Moved: Administrator Mike Colreavy

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

CARRIED

14 NOTICE OF MOTION / QUESTIONS ON NOTICE

Nil

15 CONFIDENTIAL MATTERS

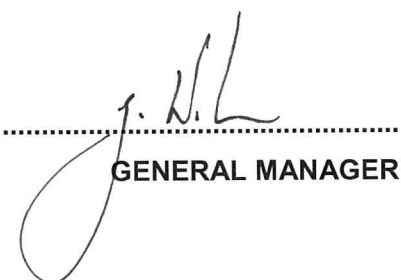
Nil

The Meeting closed at 6.33PM

The minutes of this meeting were confirmed at the Council Meeting held on 15 March 2022.



ADMINISTRATOR



GENERAL MANAGER