



AGENDA

Ordinary Council Meeting Tuesday, 15 March 2022

Date: Tuesday, 15 March 2022

Time: 5pm

Location: Eustn Recreation Reserve

**Glenn Wilcox
Acting 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 Eustn Recreation Reserve on:
Tuesday, 15 March 2022 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**

**0.0 MINUTES OF THE COUNCIL MEETING HELD ON 15 FEBRUARY 2022**

**File Number: D22.63662**

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

**Responsible Officer: Glenn Wilcox, Acting General Manager**

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**OFFICER RECOMMENDATION**

That the Minutes of the Council Meeting held on 15 February 2022 be received and noted.

**REPORT**

Ordinary monthly Council Meeting was held on Tuesday 15 February 2022 in Council Chambers with the Minutes being attached.

**ATTACHMENTS**

- 1. Minutes of the Council Meeting held on 15 February 2022**



# 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**

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**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**

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

**6.2 MAYORAL MINUTE - AUSTRALIA DAY**

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**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**

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**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**

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**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**

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

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**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**

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

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**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**

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**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**

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

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**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**

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

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**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.

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**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

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**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.

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**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.

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**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.

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#### 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.

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#### 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).

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**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).

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**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

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**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.

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**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.

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**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.

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**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

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**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

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**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.

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**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.

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**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.

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**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

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**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.

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**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**

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

**7 COMMITTEE REPORTS FOR ADOPTION****7.1 LOCAL TRAFFIC COMMITTEE MEETING HELD ON 8 FEBRUARY 2022**

**File Number:** D22.62904

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

**Responsible Officer:** Glenn Wilcox, Acting General Manager

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**OFFICER RECOMMENDATION**

1. That the Minutes of the Local Traffic Committee meeting held on 8 February 2022 be received and noted.

**REPORT**

The Local Traffic Committee meeting was held on Tuesday 8 February 2022 and discussed the following;

- Urban Speed Limit SH14 – request for 80km/hr buffer zone
- Mallee Highway/Yanga Way -+ National Route Designation
- Safety Upgrades on MR 67
- Overtaking Lanes on SH14
- Request for Designated School Bus Stop/Pullover Bay on Yanga Way.
- Entrance way of Weimby Kyalite Road onto Yanga Way
- HPAA (High Pedestrian Activity Area) 40km/hr zoning
- Thank you from Margie Vanzanten

**ATTACHMENTS**

1. **Minutes - Local Traffic Committee Meeting - 8 February 2022** 



**7.2 STRENGTHENING COMMUNITY ACCESS, INCLUSION & WELLBEING ADVISORY COMMITTEE HELD ON 17 FEBRUARY 2022**

**File Number:** D22.63642

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

**Responsible Officer:** Glenn Wilcox, Acting General Manager

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**OFFICER RECOMMENDATION**

That Council

1. Receives and notes the Minutes of the Strengthening Community Access, Inclusion & Wellbeing Advisory Committee (SCAIW) meeting held on 17 February 2022.

**STRENGTHENING COMMUNITY ACCESS, INCLUSION & WELLBEING ADVISORY COMMITTEE**

The purpose of this report is to update Council on the Strengthening Community Access, Inclusion & Wellbeing Advisory Committee (SCAIW) meeting held on 17 February 2022.

The SCAI17 February 4 November with the following items being discussed;

- Disability Inclusion Action - some suggestions from the committee were discussed and actioned for members to provide feedback and thoughts on draft DIAP and be sent Hodi;
- Partnering with Council and holding a local services networking event – 7 April 2022 was the suggested date held at Theatre
- Built to Rent to Buy and shared equity solutions for at-risk and vulnerable women
- Review of Service Directory Development
- National Recovery & Resilience Agency – Outreach Event
- Review of potential guest speakers
- Lions Park Development
- Swimming Pool Splash Park area
- Balranald Caravan Park improvements
- Balranald Senior's Week.

The committee agreed to invite Glenn to attend the next meeting held on 24 March 2022 to discuss options of Crown Reserve funding and consider options.

The Committee also suggested that Council, whilst planning Seniors Week include a guest speaker to raise awareness of the mental health impacts of COVID and the importance of getting out and about.

Sue Balshaw will contact Janine Pout from Transport inviting her to attend a SCAIW Meeting to discuss transport needs in Balranald.

Discussions were held with the progress of the two donated transportable for emergency accommodation.

**ATTACHMENTS**

1. Minutes - SCAIW AC Meeting 15 - 17 February 2022 

**7.3 EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING - HELD ON 28 FEBRUARY 2022**

**File Number:** D22.63644

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

**Responsible Officer:** Glenn Wilcox, Acting General Manager

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**OFFICER RECOMMENDATION**

That Council

1. Receives and notes the Minutes of the Euston Progressive Advisory Committee (EPAC) meetings held on Monday 28 February 2022.

**PURPOSE**

To update Council on the Euston Progressive Advisory Committee meeting held on 28 February 2022.

**REPORT**

The Euston Progressive Advisory Committee (EPAC) meetings were held on Monday 28 February 2022 and discussed the following;

- Requesting support from council and community members to upgrade the Football oval, with letters being drafted and sent with details of what is required;
- Received a letter from Council with details of items received and actioned for follow up, it was noted that the following actions had not yet been completed;
  - Cleaning of gutters at the post office
  - Development of Village Plan for Euston
- The committee have listed all recommendations to date they have sent to Council
- Entrances to Bertram Road and Taylor Roads, still waiting for reply.
- Community Consultation on new toilet and changeroom amenities for Euston Reserve
- Cleaning of Euston Public Toilets, is the schedule daily.
- Guy will submit a letter to BSC representatives on behalf of this committee detailing the community sentiment and Euston Residents concerns.
  - Vocational training opportunities
  - Identify and enhance heritage assets e.g., eucalyptus oil factory, courthouse
  - Revitalize iconic local events e.g., New Year's Eve

There were no recommendations to Council this month

**ATTACHMENTS**

1. **Minutes - EPAC - March 2022 - Euston Progressive Advisory Committee** 

**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****8 GENERAL MANAGER'S REPORTS****8.1 ADOPTION OF MODEL CODE OF MEETING PRACTICE**

**Record Number:** D22.62309

**Authorising Officer:** Glenn Wilcox, Acting General Manager

**Operational Plan Objective:** Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

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**OFFICER RECOMMENDATION**

That Council formally adopt the revised Model Code of Meeting Practice.

**PURPOSE OF REPORT**

To seek Council agreement to formally adopt the revised Model Code of Meeting Practice for Local councils in NSW presented by Office of Local Government.

**REPORT**

At the November 2021 Council Meeting it was resolved to advertise the revised Model Code of Meeting Practice for public comment. This policy was advertised for public comment in December on our Website and advertised again in The Guardian on Tuesday 22nd February 2022. No public submissions have been received to date.

**REPORT**

The Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is made under section 360 of the Local Government Act 1993 (the Act) and the Local Government (General) Regulation 2005 (the Regulation).

The Model Code of Meeting Practice provides a uniform set of meeting rules for councils across the State to help ensure more accessible, orderly, effective and efficient meetings. The code applies to all meetings of councils and committees of councils.

The new Model Meeting Code contains new provisions that allow councils to permit individual councillors to attend meetings by audio-visual link and to hold meetings by audio-visual link in the event of natural disasters or public health emergencies. The provisions governing attendance at meetings by audiovisual link are non-mandatory. Councils can choose not to adopt them or to adapt them to meet their own needs.

Amendments have also been made to the provisions governing the webcasting of meetings and disorder at meetings to reflect amendments to the Regulation since the previous iteration of the Model Meeting Code was prescribed.

An amendment has also been made to the Model Meeting Code implementing recommendation 6 in ICAC's report in relation to its investigation of the former Canterbury

City Council (Operation Dasha). ICAC recommended that the Model Meeting Code be amended to require that council business papers include a reminder to councillors of their oath or affirmation of office, and their conflict of interest disclosure obligations.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Local Government (General) Regulation 2005

**POLICY IMPLICATION**

Code of Meeting Practice 2021

**RISK RATING**

Low

**ATTACHMENTS**

1. **Draft Model Code of Meeting Practice - 2021** 

**8.2 ADOPTION OF COUNCIL POLICIES**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.62305</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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 place the attached list of policies on exhibition on Councils website and advertise for a period of 28 days for public comment and any public comments be reported back to the May Council Meeting.

**PURPOSE OF REPORT**

In accordance with the Local Government Act 1993, Council is required to review its local policies and other documents following a general election. Council is under Administration; however, this should not remove the requirement for a review as required by the Act. Council, as required by the *Local Government Act*, have had the attached policies displayed and on our website since December 2021.

**BACKGROUND**

The operation of Council is subject to regulations that direct how and when Council must act. A review of Councils policies and procedures is required after each general election to identify local policy relevance and updates or at other times, a Council wishes to review a local policy. The Local Government Act requires that policies are displayed for public comment and allow public submissions to be received.

**REPORT**

A review of Councils policies and procedures has identified that Council is required to update its governance areas to comply with the Local Government Act and Regulations and to ensure that the Councillors, staff and public are aware of the requirements that govern Council.

The Act requires Council to review its policies within 12 months of a general election or from time to time as required. A full review of policies should be undertaken regularly to ensure compliance with legislation and general procedures for employment or within a work place.

A completed review of relevant policies as listed on the website;

1. Access to Information
2. Annual Leave
3. Asset Disposal
4. Asset Management
5. Business Ethics
6. Child Protection

7. Compliance Enforcement Policy – Biosecurity Act 2015 & Biosecurity Regulation 2017
8. Cyber Security Guidelines
9. Drug & Alcohol
10. Financial Hardship
11. Government Information (Public Access) Act 2009 Agency Information Guide Policy (GIPA)
12. Grievance Policy
13. Information and Communication Technology (ICT)
14. Leave for Civil Emergencies Policy
15. Legislative Compliance Procedure and Register (Operations)
16. Motor Vehicle Policy
17. Plant and Equipment Replacement
18. Related Party Disclosure Policy

### **STAKEHOLDER CONSULTATION**

All Policies must be publicly displayed as per the Local Government Act 1993. Council will display all finalised policies on its web site.

### **OPTIONS**

There are no options but to develop the policy and procedures required under the Act, the Regulations or Standards applicable to Council. Some operational areas have had policies developed to ensure that staff are aware of issues around employment, bullying and harassment or general use of plant and other items.

### **CONCLUSION**

Attached is a list of policy and procedure items that have been prioritised to ensure compliance with the laws that govern local councils.

Council is required under s165 to review its policies within 12 months of a general election or as necessary to ensure compliance.

### **FINANCIAL IMPLICATION**

Council staff has prepared the policies and procedures in house and will seek support of our insurers and auditor to review and provide advice.

### **LEGISLATIVE IMPLICATION**

Many of the policies are requirements of the Local Government Act or Regulations or standards that apply to Council. Council should not dismiss the requirements of the Act. Policies have been reviewed by Councils internal Auditor Mr Keith Coates.

### **POLICY IMPLICATION**

As above

**RISK RATING**

Council is required to have many of the local policies listed below. Councils recent audit review process has been undertaken to ensure that Council follows all relevant State Government requirements. The policies as listed will assist Council to comply with the Act, regulations or standards expected.

**ATTACHMENTS**

**Nil**

**8.3 DONATION REQUEST - NATIONAL RECOVERY & RESILIENCE AGENCY**

|                                    |                                                                                                                  |
|------------------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.62789</b>                                                                                                 |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                  |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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> |

**OFFICER RECOMMENDATION**

That Council

1. Approve the request from the National Recovery and Resilience Agency for waiving of fees at Euston Recreation Reserve.
2. Advise the Combined National Recovery and Resilience Agency that the hall hire costs have been waived and the hall must be left clean and tidy.

**PURPOSE OF REPORT**

To advise Council of a donation request received seeking Euston Recreation Reserve Hall hire costs to be waived on Saturday 26 March 2022 for the Recovery Outreach Tour with Sara Storer.

**REPORT**

The National Recovery and Resilience Agency is delighted to present a night of free entertainment, featuring award-winning country music artist Sara Storer. The event is aimed at providing communities who have been grappling with multiple disasters, including drought, floods, bushfires, mouse plague and COVID, for the opportunity to connect with friends and receive information about available financial and well-being support.

As well as Recovery Support Officers from the National Recovery and Resilience Agency, providers from the Rural Financial Counselling Service, Rural Aid and RAMPH among others, will be on hand to ensure that the community is aware of the help and assistance available to them. Application forms for the Drought Communities Outreach Program (to the value of \$500 to be spent locally) will be available to primary producers, farm workers, farm contractors and suppliers, as well as information regarding additional payments and sources of funding.

The event is an outside event and free for Balranald Shire communities to attend, and they are seeking Councils support by way of waiving the fees for the Euston Recreation Reserve. The hall will only be used for toilets and maybe serving of drinks as the artists will be performing from a trailer outside on the reserve.

Euston Recreation Reserve Hire costs for the evening would be as follows;

Hall Hire - \$320

Cleaning Deposit - \$100 (refunded if left clean)

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 annum 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 \$420, it will leave a remaining balance of \$7,210.00 within the Community Donation funding.

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Donation Policy

**RISK RATING**

Nil

**ATTACHMENTS**

1. Letter from National Recovery and Resilience Agency 
2. Sara Storer Flyer 

**8.4 SPONSORSHIP - MURRUMBIDGEE FISHING CLASSIC**

|                                    |                                                                                                                                        |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63153</b>                                                                                                                       |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                        |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting General Manager</b>                                                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 2: Our Place – A liveable and thriving community that maintains lifestyle opportunities and addresses its disadvantages.</b> |

**OFFICER RECOMMENDATION**

That

1. Council provide a sponsorship of \$500 towards 2023 Murrumbidgee Fishing Classic.
2. Council grant permission to Murrumbidgee Fishing Classic with access to the Caravan Park to enable competitors a place to register and access the boat ramp on the weekend in March 2023 for the Murrumbidgee Fishing Classic.

**PURPOSE OF REPORT**

To advise Council of a request to provide sponsorship to the 2023 Murrumbidgee Fishing Classic.

**REPORT**

Murrumbidgee Fishing Classic in the past was a successful event, bringing tourism into our town. Unfortunately, due to COVID over the last 2 years, and a loss of committee members, the fishing classic has not been able to hold their annual Fishing Competition.

A new committee have now formed and they are excited to be back in March 2023. They have made some changes to the event to allow it to be a family friendly, which will allow for more competitors and to ensure a great weekend of fishing, while bringing people into our community and other local businesses.

The Committee intend to utilise both boat ramps, swimming bend and the one at the bridge for this event. Competition signs on from 5pm Friday, with the competition closing at 11am on Sunday. Fishing in the competition will be from 7.30am – 5.30pm Saturday and 7.30am – 11am on Sunday. Signing in will be at the log cabin at the Balranald Caravan Park.

Entrants will need to follow the requirements of Fishing Classic Committee and NSW fishing competitions.

The committee are asking council to provide sponsorship for this event, in the past Council has provided \$500 annually towards the printing of the their entry forms.

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 annum 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**

\$500 if approved

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Donations Policy

**RISK RATING**

Low

**ATTACHMENTS**

1. **Letter - Murrumbidgee Fishing Classic - March 2022 - Sponsorship** 
2. **Business Plan - Murrumbidgee Classic** 

**8.5 DRAFT 2022-2023 BUDGET**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63538</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Glenn Wilcox, Acting General Manager</b>                                                                                          |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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 Draft Budget for 2022/23 be endorsed by Council and included in Council's Delivery and Operational Plans for 2022/23 to 2025/26, and that it be placed on public exhibition for a period of twenty eight (28) days seeking written public comment.

**PURPOSE OF REPORT**

The purpose of this report is to seek Council's endorsement of the 2022/23 Draft Budget for inclusion in the Draft Operational Plan to be placed on public exhibition for a period of not less than twenty eight (28) days inviting written public submissions.

**REPORT**

Section 405 of the Local Government Act 1993 ( as amended) requires Council to prepare an Operational Plan each year and prior to adoption of the plan Council must give a period of not less than 28 days public notice inviting written public submissions and comment on the plan.

Preparation of the 2022/23 Draft Budget has been considered in detail and framed around five (5) main principles –

1. Maintaining current community assets and levels of service
2. Maintaining the current workforce
3. A focus on maintaining Council's road network
4. Ensuring that any new assets are community focused and grant funded, and
5. Providing a framework for future asset infrastructure maintenance and replacement.

To achieve these principles Council is proposing a rate increase of 10% in line with the approved Special Rate Variation (SRV), and 10% increases in Water Access and Usage charges, Sewerage charges, and Waste Management charges. These increases along with all other proposed fees and charges are outlined in the Revenue Plan in a separate report to Council,

The 2022/23 Draft budget has a total expenditure of \$27.8m and delivers a small budget surplus of \$1,874, whilst providing for the following key expenditure inclusions –

- Plant purchases \$570k
- Rural Fire Assets \$100k
- Park upgrades \$614k
- Road upgrade works – Grants \$4.66m
- Balranald Water Treatment Plant upgrade \$5.20m

|                                        |                  |
|----------------------------------------|------------------|
| • Refurbish Water Reservoirs           | \$600k           |
| • Water Infrastructure upgrades        | \$385k           |
| • Sewerage Infrastructure upgrades     | \$512k           |
| • Caravan Park Infrastructure upgrades | <u>\$772k</u>    |
|                                        | <u>\$13.413m</u> |

The Draft budget provides for a total of \$7.4m to be expended on road maintenance and upgrade programmes, including \$1.296 for reseals. The budget also includes a 2% component of total wages and salaries for training to comply with Training Guarantee levy requirements, and also includes asset renewal and maintenance programmes which will cover Council's asset depreciation costs of \$5.2m.

Whilst the focus of the 2022/23 Budget has been to maintain current assets and services the longer term focus will be to build up a level of restricted funds to replace or upgrade existing plant and infrastructure. An amount of \$1.215m is proposed for transfer to Restrictions in the budget.

At present Council relies heavily on grant funding to maintain existing assets and levels of service and in the 2022/23 Budget a total of \$16.58m in grant funding is anticipated. These grants will be used for Operational and Capital purposes as defined by the funding body.

Increases in rates and charges of 10% in line with the SRV to 2024/25, and then 7% to 2031/32 will in time allow Council to become less reliant on the receipt of grants, and allow the Council and the community to determine its own future direction.

The future will require Council to review its core services, and to make decisions on assets that it currently operates and maintains. This is a requirement under the Minister for Local Government's Performance Improvement Order. The 2022/23 Draft Budget is another step in this journey to achieve compliance with the Minister's order, and to also set up a pathway to ensure the ongoing viability of Balranald Shire Council.

The budget also acknowledges the importance of community facilities being available to all residents, and in particular sporting and recreational facilities. The swimming pool is free to all, and currently nominal charges are made for maintaining sporting facilities for the various organisations and sporting bodies within the Shire. Council proposes to develop Plans of Management for all crown reserves during 2022/23 and discussions will be held with the various user groups to formalise lease or license agreements and funding arrangements into the future.

The 2022/23 budget also sees the continuation of pedestal charges within the Sewerage Fund however it is proposed that these charges will be phased out following this budget and new Sewerage Annual charges will be implemented in the 2023/24 Budget.

Attached to this report are the following documents which support the key points raised in this report -

- A summary of the budget by functional areas detailing Operational and Capital income and expenditure.
- The Consolidated Funds Operational Budget 2022/23 to 2025/26 – showing the combined result of General, Water and Sewer Funds.
- A summary of the 10 Year Long Term Financial Plan showing estimates of income and expenditure from Continuing Operations, and
- An estimate of the balances of External and Internal Restrictions for the period 2022/23 to 2025/26

## FINANCIAL IMPLICATION

As per budget 2022-2023

**LEGISLATIVE IMPLICATION**

*Local Government Act 1993*





**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Draft - Budget Summary 2022-2023 
2. Draft LTFP to 2032 
3. Draft Operational Budget 2022-23 to 2025-26 
4. Draft Restriction Balance from 30 June 2022 

**8.6 DRAFT REVENUE POLICY 2022/23 - RATES AND CHARGES**

|                                    |                                                                                         |
|------------------------------------|-----------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63499</b>                                                                        |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                         |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting General Manager</b>                                             |
| <b>Operational Plan Objective:</b> | <b>Pillar 3: Our Economy – A community that ensures a strong and resilient economy.</b> |

**RECOMMENDATION:**

That;

- 1) Balranald Shire Council gives notice of its intention to make and levy Ordinary rates in accordance with s.515, s.516 and s.518 of the Local Government Act 1993, as amended, for the 2022/23 financial year incorporating year 5 of the Special Rate Variation of 10% per annum over the Farmland, Residential and Business categories:
- 2) Increase the Notional Yield by the maximum 10% as approved through the Special Rate Variation which includes the rate pegged amount of 0.7% as determined by the Independent Pricing and Regulatory Tribunal of NSW (IPART).
- 3) Increase the Sewer Access charge for a 20mm connection from \$580.00 to \$638.00 per annum. Larger connections will increase as listed in the proposed Schedule of Fees and Charges.
- 4) Increase the Raw and Filtered Water Access and Usage charges as per the proposed Schedule of Fees and Charges. Access charges for both raw and filtered water will increase from \$345.00 to \$379.50 per annum. Raw water usage charges will increase from \$1.00 to \$1.10 for the first 600 kilolitres and \$1.40 to \$1.54 per kilolitre for usage over 600 kilolitres.
- 5) Filtered Water usage charges will increase from \$1.55 per kilolitre to \$1.70 per kilolitre up to 400 kilolitres and will increase from \$2.30 to \$2.53 per kilolitre for usage over 400 kilolitres.
- 6) Water usage on Community Land such as Parks and Gardens will be charged at 44 cents per kilolitre.
- 7) Domestic Waste collection charges will increase from \$355.00 per annum to \$390.00 per annum. The domestic waste access charge for vacant land will increase from \$60.00 per annum to \$66.00 per annum.
- 8) Commercial Waste collection charges will increase from \$355.00 per annum to \$390.00 per annum for one collection service per week, and from \$550.00 to \$605.00 per annum for a twice weekly collection service
- 9) A stormwater charge of \$25.00 for residential and business properties, and \$12.50 for residential and business strata properties is proposed to be levied under Section 496A of the Local Government Act, 1993

- 10) Interest be charged on overdue debtors at the maximum rate as determined by the Minister for Local Government.
- 11) Pursuant to Section 405 of the Local Government Act, 1993, the Draft Council's Revenue Policy and Schedule of Fees and Charges be endorsed by Council and placed on public exhibition for a period of 28 days, and
- 12) Consider all submissions received during the public consultation period prior to the adoption of the Operational Plan

### PURPOSE OF REPORT

Under Section 405 of the Local Government Act 1993, Council is required to adopt an annual statement of revenue prior to the end of each financial year for the following financial year.

This report details the key increases in rates and charges that Council proposes for 2022/23.

### REPORT

The Draft Budget for 2022/23 is underpinned by a rate increase of 10% in line with the approved Special Rate Variation for all rateable properties. In addition all other charges for water, sewer and waste management have also been increased by 10%.

Other charges listed in the Fees and Charges 2022/23 document have been increased in line with levels of service recovery, and in some cases a Community Service Obligation (CSO) is recognised and no charges are proposed – eg swimming pool and aerodrome landing fees.

Listed below are the respective charges for Water, Sewer, Waste Management and Stormwater together with details on interest rates that will apply in 2022/23

In addition to this report attached are the following documents -

- Revenue Policy for 2022/23, and
- Fees and Charges for 2022/23 – a full listing of all fees

### **Balranald and Euston Raw Water Supply Charges**

All Access and Water Usage charges have been calculated in accordance with the following scale, subject to the proviso that where a property has more than one connection each connection shall be charged separately:

#### Raw Water Access Charges

| Connection Size   | Annual Charge |
|-------------------|---------------|
| 20 mm connection  | \$ 379.50     |
| 25 mm connection  | \$ 592.90     |
| 32 mm connection  | \$ 971.30     |
| 40 mm connection  | \$ 1,518.00   |
| 50 mm connection  | \$ 2,371.60   |
| 80 mm connection  | \$ 6,072.00   |
| 100 mm connection | \$ 9,487.50   |



Usage Charges for Raw water will be \$1.10 per kilolitre up to 600 kilolitre usage then \$1.54 per kilolitre for usage over 600 kilolitres.

Note:- Flats, Units, Multiple Dwellings will be charged with a Connection Charge plus 50% of the connection charge for each additional dwelling thereafter.

### **Balranald and Euston Filtered Water Supply Charges**

All Access and Water Usage charges have been calculated in accordance with the following scale, subject to the proviso that where a property has more than one connection each connection shall be charged separately:

#### Filtered Water Access Charges

| <b>Connection Size</b> | <b>Annual Charge</b> |
|------------------------|----------------------|
| 20 mm connection       | \$379.50             |
| 25 mm connection       | \$592.90             |
| 32 mm connection       | \$ 91.30             |
| 40 mm connection       | \$ 1,518.00          |
| 50 mm connection       | \$ 2,371.60          |
| 80 mm connection       | \$ 6,072.00          |
| 100 mm connection      | \$ 9,487.50          |

Usage Charges for Filtered water will be \$1.70 per kilolitre up to 400 kilolitre usage then \$2.53 per kilolitre for usage over 400 kilolitres.

Note:-Flats, Units, Multiple Dwellings will be charged with a Connection Charge plus 50% of the connection charge for each additional dwelling thereafter.

All other Water fees are listed in the Fees and Charges document and incorporated into Council's Operational Plan.

### **Sewerage Access Charges – Balranald and Euston Sewerage**

Such charges being calculated in accordance with the following scale based on the size of the potable (filtered) water supply connection to the property, subject to the proviso that where a property has more than one sewer connection each connection shall be charged separately and provided further that in the event a residential property having access to the Balranald and Euston Sewerage Reticulation Mains that only has a raw water connection, the following scale of charges shall apply accordingly:

#### Sewer Access Charges

| <b>Connection Size</b> | <b>Annual Charge</b> |
|------------------------|----------------------|
| 20 mm connection       | \$ 638.00            |
| 25 mm connection       | \$ 996.60            |
| 32 mm connection       | \$1,633.30           |
| 40 mm connection       | \$2,552.00           |
| 50 mm connection       | \$3,987.50           |
| 80 mm connection       | \$10,208.00          |
| 100mm connection       | \$15,950.00          |

Note:- Flats, Units, Multiple Dwellings will be charged with a Connection Charge plus 50% of the Connection charge for each additional dwelling thereafter.

It is proposed that the Pedestal Charge for all Non-Residential will also include Non-Rateable community facilities, including schools, hospitals, community halls and sporting facilities. Properties with more than two Pedestals will be levied at \$115.00 per Pedestal.

### **Domestic Waste Management Charge**

A charge of three hundred and ninety dollars (\$390.00) for all assessments which are rateable occupied residential land to which the weekly collection service is available, provided that where more than one weekly bin collection service is provided to a property that charge shall be two hundred and seventy five dollars (\$275.00) for each bin collection after the first.

### **Commercial Waste Management Charge**

Charges are proposed as scheduled hereunder

|                                 |          |
|---------------------------------|----------|
| Weekly Bin collection service   | \$390.00 |
| Twice Weekly collection service | \$605.00 |
|                                 |          |

### **Domestic Waste Access Charge**

A charge of sixty six dollars (\$66.00) per assessment for all rateable, unoccupied residential land to which the weekly collection service is available is proposed

### **Stormwater Management Charge**

Council will levy a stormwater management charge, under section 496A of the Act, against rateable properties for which the service is available in order to establish and sustain a funding source for improved storm water management. This charge appears as a separate charge on the rate notice.

|                                              | 2021/22        | 2022/23        |
|----------------------------------------------|----------------|----------------|
| <b>Residential Property per annum</b>        | <b>\$25.00</b> | <b>\$25.00</b> |
| <b>Residential Strata Property per annum</b> | <b>\$12.50</b> | <b>\$12.50</b> |
| <b>Business Property per annum</b>           | <b>\$25.00</b> | <b>\$25.00</b> |
| <b>Business Strata Property per annum</b>    | <b>\$12.50</b> | <b>\$12.50</b> |

### **Interest on Overdue Rates and Charges**

In accordance with the provisions of Section 566 of *the Local Government Act, 1993* the proposed interest rate to apply to overdue rates and charges for the period 1<sup>st</sup> July 2022 to 30<sup>th</sup> June 2023 will be the maximum rate as set by the Minister of Local Government. The rate has not been announced for the 2022/23 financial year as yet.

### **Interest on Overdue Debtors**

The proposed interest rate to apply to overdue debtors for the period 1<sup>st</sup> July 2022 to 30<sup>th</sup> June 2023 will be the maximum rate as set by the Minister of Local Government. The rate has not been announced for the 2022/23 financial year as yet.

### **FINANCIAL IMPLICATION**

The revenue policy is the principle document for Councils finances.

**LEGISLATIVE IMPLICATION**

*Local Government Act 1993*

**POLICY IMPLICATION**

Revenue Policy

Hardship Policy

Collection of outstanding rates, fees & Charges Policy

**RISK RATING**

Low

**ATTACHMENTS**

1. **Draft Revenue Policy 2022-23** 
2. **DRAFT Fees & Charges - 2022-23** 

**8.7 DRAFT DELIVERY PLAN & OPERATIONAL PLAN**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.62900</b>                                                                               |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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 place on public display the Delivery Program under section 404 and the Operational Plan Under section 405 Local Government Act 1993 for a minimum period of 28 days.

**PURPOSE OF REPORT**

This report has been prepared in accordance with Section 404 and 405 of the Local Government Act 1993 and is required to inform Council of the new Delivery Plan and Operational Plan as prepared towards meeting the community's goals. These plans should be read with the Community Strategic Plan.

**REPORT**

Attached to this report is the four year Delivery Plan to be placed on community display and the Annual Operational Plan.

The Delivery program is a four year plan that turns the strategic goals found in the [Community Strategic Plan](#) into actions. It is the point where a council makes a commitment to the Community Strategic Plan, and act upon those issues that are within its area of responsibility.

The Delivery Program is the key 'go to' document for the community and Council. It identifies all of the key activities the Council has committed to undertake over its four-year term. All plans, projects, activities and funding allocations of the Council *must* be directly linked to the Delivery Program.

The Delivery Program is also supported by the [Resourcing Strategy](#). The Delivery Program should be reviewed every year as the Council prepares the next [Operational Plan](#). If any significant amendments are proposed to the Delivery Program, the Council must re-exhibit it, explaining the proposed changes and inviting community comment.

The Operational Plan is a one year plan that spells out the detail of the Delivery Program, identifying the individual projects and activities that will be undertaken in a specific financial year to achieve the commitments made in the four year Delivery Program.

The Operational Plan must include the council's detailed annual budget (separate report to Council), along with the council's Statement of Revenue Policy (separate report to Council), which includes the proposed rates, fees and charges for that financial year.

It should be apparent how the Operational Plan activities work towards achieving the Delivery Program, and in turn work towards achieving the objectives of the Community Strategic Plan. The activities of the Operational Plan are enabled by the [Resourcing Strategy](#).

Operational Plan responsibilities should be linked to the General Manager and Senior staff performance system, so that they become an intrinsic part of a staff member's work planning and regular performance review.

## FINANCIAL IMPLICATION

The Delivery Plan and Operational Plan is funded as per Councils Annual and Four Year Long Term Budget.

## LEGISLATIVE IMPLICATION

Section 404 states:

### **404 Delivery program**

(1) A council must have a program (called its **delivery program**) detailing the principal activities to be undertaken by the council to perform its functions (including implementing the strategies set out in the community strategic plan) within the resources available under the resourcing strategy.

(2) The council must establish a new delivery program after each ordinary election of councillors to cover the principal activities of the council for the 4-year period commencing on 1 July following the election.

### **405 Operational plan**

A council must have a plan (called its **operational plan**) that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year.

## POLICY IMPLICATION

Delivery Plan

Operational Plan

Community Strategic Plan

## RISK RATING

No risks identified as plan is reported within legal time frames

## STAKEHOLDER CONSULTATION

The Deliver Plan is available via Council for review.

## OPTIONS

No options on report exist. The Delivery Plan must be reported to Council. The Operational Plan must be reported to Council.

## CONCLUSION

The Delivery Plan is a lead Council document to establish goals and objectives for Council and the community.

The Operational Plan is the key annual plan that identifies what activities the council will undertake as per its budgets.

The Plans are to be displayed for a minimum period of 28 days to seek community advice.

## ATTACHMENTS

1. **Draft Delivery Plan** 
2. **DRAFT - Operational Plan - March 2022** 

**8.8 WORK FORCE PLAN AND STRATEGY**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63619</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Glenn Wilcox, Acting General Manager</b>                                                                                          |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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**

1. That Council place the Work Force Plan and Strategy on public display;
2. That Council write to the Union Groups advising of the Draft Workforce Plan and Strategy as required by the Local Government Award; and
3. Write to all staff members and provide a copy of the workforce plan and strategy.

**PURPOSE OF REPORT**

This report on the Work Force Plan and Strategy has been prepared in accordance with the Local Government Act 1993.

**BACKGROUND**

The Workforce Plan and Workforce Management Strategy (WMS) makes up one of three components of Councils Resourcing Strategy as required under the NSW Local Government Integrated Planning and Reporting framework (IP&R).

**REPORT**

This WMS is designed to outline the strategies and plans which determine how Balranald Shire Council will ensure appropriate human resources are available and are fully skilled to meet the Delivery Program.

The Work Force Plan and Strategy has been prepared to advise Council, its staff and the community of the workforce needs as linked to the annual and long term financial plans and to ensure that its full time workforce has meaningful work.

The successful implementation of the Workforce Plan and Strategy recognises that our employees are our greatest asset and we will continue to build upon the workforce planning foundation that we are developing. A committed and engaged workforce results in improved organisational outcomes, and ultimately improved service delivery and facilities for our community.

This plan is to give our permanent staff a degree of certainty. As Council moves back towards the basic service obligations, it will required permanent staff to build roads, undertake road maintenance, continue to develop and maintain parks and reserve areas, deliver water and sewerage services and to provide services in the areas of library, swimming pool and the Aged Hostel. Council will continually review its works programs and redeploy its staff to other areas such as projects that are grant funded, to parks and gardens and to village improvement works.

It is the intention to ensure that our permanent workforce is retained and that we retain the grading crews, that we maintain the town services crews and that water and sewer operations are maintained. Council does use casual staff in its weekly operations and these staff will only be employed as and when required to meet project or other event needs.

To ensure that Council continues to have meaningful work for staff, it is not proposed to replace any staff that leaves during the 2021/22 budget period unless the position is identified by this plan.

The present workforce Plan identifies the staff positions and numbers required to meet legislative outcomes, to plan for a transition to retirement of older staff and for the on-ground service expectations of our community through the four-year delivery program. A position of Grants Officer and Project Officer shall be advertised to develop and deliver grant funded projects under our Delivery Plans and associated documents.

### **FINANCIAL IMPLICATION**

Council provides funding through its annual, four years and ten year works programs. This plan and strategy shall require funding in future budgets.

Vacant positions identified in the plan shall not be implemented until the 2022/23 budget to ensure that funding is provided and that work plans reflect the staff resources available and ability to undertake works.

### **LEGISLATIVE IMPLICATION**

This advice has been prepared in accordance with the IP&R process and following a review of Councils approved IP&R documents.

### **POLICY IMPLICATION**

The Workforce Plan and Strategy is a key component of the IP&R process under the Local Government Act 1993 and crosses all areas of Councils Delivery Plan.

### **RISK RATING**

A risk has been identified in that for Council to meet legislative and community expectations, the Council must have a skilled work force to perform the duties required.

Council needs to ensure that permanent staff have meaningful work outcomes and are supported through varying work types. Council will be required to invest in its work force and to ensure that training is provided to ensure the skill and worker safety levels are maintained.

### **STAKEHOLDER CONSULTATION**

This draft plan shall be advertised to the public and to the Unions that represent staff.

Councils staff consultative committee has not viewed the plan and the recommendation is to provide all staff members with a copy.

### **OPTIONS**

Council may decide not to adopt this plan after community consultation or it may wish to amend the plan.

### **CONCLUSION**

The Work Force Plan and Strategy has been prepared to comply with legislation, the IP&R requirements, to meet the funding available in the 2022/23 budget and long term plans. The Plan is provided to advise Council, its staff and the community as to the workforce needs to meet future service areas.

The plan shall be discussed with council's staff consultative committee and as per the resolution being accepted a copy of this advice shall be sent to the unions and staff members.

### **ATTACHMENTS**

1. Draft - WORK FORCE PLAN March 2022 

**8.9 STORMWATER MANAGEMENT PLAN**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63650</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Glenn Wilcox, Acting General Manager</b>                                                                                          |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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**

1. That Council adopt the Stormwater Management Plan and place this on its website for public reference, and
2. That Council undertake a review of its Stormwater Asset Management Plans over the next five years to ensure that maintenance and upgrades are meeting future climatic changes and reduce flooding or ponding issues.

**PURPOSE OF REPORT**

To reaffirm the Councils direction to the management of stormwater as per the Charges contained in the Revenue Policy.

**BACKGROUND**

Council has been collecting a Stormwater management charge to undertake works within its Asset Management Plans. Council needs to reaffirm its need for this charge following an election year.

**REPORT**

Attached is a simple stormwater management plan that establishes the basis of the annual charge applied to land owners through the rates system.

A review of the Councils Asset Management Plans has been undertaken to determine the need for the charge and to look at the long term maintenance and renewal required.

From recent rain fall events, it is evident that water is ponding in the town areas and that based on pipe sizing, periods of ponding will continue. If climatic changes are realised such as higher intensity rain events, the management of the stormwater system will a higher priority.

It is considered that the stormwater charge be retained.

**FINANCIAL IMPLICATION**

Council presently issues a charge for stormwater management. This is used to improve the villages stormwater systems.

**LEGISLATIVE IMPLICATION**

Before a charge can be applied under the Local Government Act 1993, the Council must adopt a management plan.



**RISK IMPLICATIONS**

Council is using the funds from this charge to improve the stormwater assets. Without a continuation of funding, the management will be to a lower extent.

**STAKEHOLDER CONSULTATION**

This plan shall be placed on Councils website for the community to access.

**OPTIONS**

Council may wish to remove the charge and therefore will not require a plan.

**CONCLUSION**

The Stormwater Management Plan forms part of the Asset Management process and is a requirement under the Local Government Act 1993 to raise a charge to improve the stormwater assets.

**ATTACHMENTS**

1. **Balranald Stormwater Management Plan - March 2022** 

**8.10 EUSTON RECREATION RESERVE**

|                                    |                                                                                                                                        |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63655</b>                                                                                                                       |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                        |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting General Manager</b>                                                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 2: Our Place – A liveable and thriving community that maintains lifestyle opportunities and addresses its disadvantages.</b> |

**OFFICER RECOMMENDATION**

That Council meet with representatives from Robinvale Euston Football Netball Club Committee to discuss the upgrade works of the oval, and prepare a licence for use containing service levels agreements.

**PURPOSE OF REPORT**

To advise Council of correspondence received from Robinvale Euston Football Netball Club Committee of the condition of the playing surface of Euston Football Oval.

**REPORT**

Council received the attached letters from Robinvale Euston Eagles Football Netball Club and Sunraysia Football & Netball League. These letters advise Council that the Robinvale Euston Eagles Football Netball Club will not be scheduling any games of football or netball at the Euston Recreation Reserve for the coming season due to the condition of the Euston football oval.

In the past years they have scheduled two games per year at the Euston Recreation Reserve and have received complaints from the opposition clubs regarding the surface of the oval.

Council has received funding to upgrade the facilities and the netball courts at the Euston Recreation Reserve, however the grant does not include an upgrade the oval surface. The Committee are pleased with the funding as they hope to enter a women's team into the Sunraysia AFL competition, which will utilise the Euston facilities more often for training and even staging the Women's matches.

The Robinvale Euston Eagles Committee have advised they are prepared to work closely with Council to explore avenues of obtaining funding to upgrade the oval and will be willing to contribute to the upgrade.

Sunraysia Football and Netball League Inc. are fully supportive of the Robinvale Euston Eagles Football Netball Club's decision of not scheduling any games for the coming season at Euston Recreation Reserve.

**FINANCIAL IMPLICATION**

A financial cost will exist however this needs to be determined with the organisation.

**LEGISLATIVE IMPLICATION**

NIL

**POLICY IMPLICATION**

A user licence is required to be established with all the grounds users.

**RISK RATING**

High

**ATTACHMENTS**

1. **Robinvale Euston Eagles - Euston Recreation Reserve Condition** 

**8.11 BALRANALD RACE TRACK**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63763</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                     |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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> |

**OFFICER RECOMMENDATION**

That Council meet with representatives from Balranald Racing Club to discuss the upgrade works of the Balranald Race Track, and prepare a licence for use containing service levels agreements

**PURPOSE OF REPORT**

To advise Council of correspondence received regarding the condition of Balranald Race Track.

**REPORT**

Council received the attached letter from Balranald Racing Club regarding that condition of the Balranald Race Track and advising of the cancellation of Balranald Races.

Balranald Racing Club hold two horse races per year, one being March and the later one in November and brings plenty of visitors to Balranald on both these weekends.

Southern District Racing Association (SDRA) who officiate horseracing in this region visited our track to inspect on 9th March 2022 ready for 19 March racing day without the knowledge of the Balranald Racing Club Committee members.

After inspecting the track, SDRA have claimed it to have OH&S issues and have cancelled the Balranald Races. Maintenance on the track in the next ten days could have had the track safe to race on, however the stewards have now cancelled the race meeting on 19 March 2022.

The Balranald Racing Committee has requested a meeting with Balranald Shire Council at the earliest convenience to look at ways to revamp the track so this does not occur for future race meetings.

Balranald Racing Club has also requested that Council allocate funds in the upcoming budget to complete the upgrade of Greenham Park Race Track.

**FINANCIAL IMPLICATION**

A financial cost will exist however this needs to be determined with the organisation.

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

A user licence is required to be established with all the ground users

**RISK RATING**

High

**ATTACHMENTS**

- 1. ICOR - Balranald Racing Club - Races Cancelled - March 2022** 

**9 CORPORATE & COMMUNITY SERVICES REPORTS****9.1 ENDORSEMENT - PETAURUS PROJECTS EUSTON**

|                                    |                                                                                                                                        |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63695</b>                                                                                                                       |
| <b>Reporting Officer:</b>          | <b>Hodi Beauliv, Director Corporate &amp; Community Services</b>                                                                       |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting General Manager</b>                                                                                            |
| <b>Operational Plan Objective:</b> | <b>Pillar 2: Our Place – A liveable and thriving community that maintains lifestyle opportunities and addresses its disadvantages.</b> |

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**OFFICER RECOMMENDATION**

That Council provide endorsement for the General Manager to work in Partnership with the Petaurus Group on the Walking/Bike Track from Euston to Robinvale, and

That the Draft Village Plan - Euston include items initiated by the community and Petaurus Group.

**PURPOSE OF REPORT**

To provide an update on a project being undertaken by the Petaurus Education Group in Euston and to seek endorsement for Council to work in partnership with Petaurus on this project.

**REPORT**

In January 2022 the Petaurus Education Group met with Council to discuss a number of initiatives it is working on in the Euston community. The attached Letter, was provided to Council seeking endorsement from Council for the two organisations to work in partnership as per the proposed actions related to the Stronger Country Communities Fund project for the installation of the Euston to Robinvale walking-cycle path.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. **Petaurus Education Group - Stronger Country Communities Program Euston 19 January 2022** 

**10 INFRASTRUCTURE & DEVELOPMENT REPORTS****10.1 DA 26/2022 - PROPOSED TEN LOT SUBDIVISION - BELLA VISTA CLOSE EUSTON**

|                                    |                                                                                                                                         |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63118</b>                                                                                                                        |
| <b>Reporting Officer:</b>          | <b>Ray Mitchell, Health &amp; Development Coordinator<br/>Nikkita Manning-Rayner, Administration Officer - Health &amp; Development</b> |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting General Manager</b>                                                                                             |
| <b>Applicant:</b>                  | <b>James Golsworthy</b>                                                                                                                 |
| <b>Owner:</b>                      | <b>Costa Holdings Investments Pty Ltd</b>                                                                                               |
| <b>Proposal:</b>                   | <b>Ten Lot Subdivision</b>                                                                                                              |
| <b>Location:</b>                   | <b>Bella Vista Close, 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**

(Division)

That Council approves Development Application 26/2022 for a ten (10) lot subdivision of Lot 31 DP 1127834, Bella Vista Close Euston, 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 plan as submitted, other than where varied by conditions of this consent.
3. Plans prepared by an appropriately qualified surveyor must be submitted to Council via the NSW Planning Portal prior to the release of the Subdivision Certificate.
4. No access is permitted to the Sturt Highway. All access must be from Bella Vista Close unless arrangements to the satisfaction of Balranald Shire Council and Transport for NSW is granted.
5. Access to proposed Lot 9 must be via a right of way or similar instrument to proposed access arrangements to Bella Vista Close, unless arrangements to the satisfaction of Balranald Shire Council and Transport for NSW is granted.
6. Access roads for the proposal must be of an all-weather sealed surface, designed in accordance to Aus Road standards or similar engineering guidelines.
7. All civil works designs, including but not limited to pavement design and drainage, must be submitted to and approved by Council prior to any works commencing.
8. All civil works must be verified as completed satisfactorily by Council prior to the release of the Subdivision Certificate.
9. 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 and Assessment Act 1979.

**PURPOSE OF REPORT**

To seek Council consent under Part 4 of the Environmental Planning & Assessment Act 1979 for a ten lot subdivision of Lot 31 DP 1127834, Bella Vista Close, Euston.

**REPORT**

A development application has been lodged by James Golsworthy of James Golsworthy Consulting for a ten lot subdivision of Bella Vista Close Euston.

|                             |                           |
|-----------------------------|---------------------------|
| Description of Land:        | 31//1127834               |
| Proposed Lot Configuration: | Lot 1      42.9ha         |
|                             | Lot 2      42.9ha         |
|                             | Lot 3      42.9ha         |
|                             | Lot 4      42.9ha         |
|                             | Lot 5      42.9ha         |
|                             | Lot 6      54.8ha         |
|                             | Lot 7      44.9ha         |
|                             | Lot 8      48.5ha         |
|                             | Lot 9      48.4ha         |
|                             | Lot 10     144.7ha        |
| Zone:                       | RU1 (Primary Productions) |
| 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 and 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 5km to the north west of the township of Euston and forms part of the area known as Bella Vista Estates. The allotment is currently used for dry land farming and does not contain any plantings or buildings. The land is held in freehold.

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 to neighbours in accordance with Council's Community Participation Plan 2019. Nil public submissions were received.

**Site Analysis**

There is no apparent landslip, creep or requirement for native or significant vegetation removal to facilitate the proposal. The site is not identified as flood prone; however, parts of the land are identified as bush fire 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 Bella Vista Close, a sealed road that connects to Morris Road, however, Bella Vista Close is yet to be gazetted. There is potential for additional

access to the allotments off an unmade road reserve to the south off the Sturt Highway, however formation of this access is not proposed as part of this application.

Proposed Lot 9 has not been afforded access within the proposal. An instrument or other mechanism affording proposed Lot 9 access to Bella Vista Close would be appropriate given the unformed nature of the road reserves to the west of the proposal.

Adjoining allotments are Zoned RU1 (Primary Production) and are generally of agricultural use with the Euston Common to the south that is currently licenced for grazing.

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

### *Balranald Local Environmental Plan 2010*

The proposal is permissible in accordance with the land use table for RU1 zoned land under the Balranald Local Environmental Plan 2010 (LEP). The proposal appears consistent 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 | There are no dwellings on the subject land and the proposed allotments are above the minimum lot size for the zone, being 40ha. |



|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>lots, unless the resulting lots are not less than the minimum size shown on the Lot Size Map in relation to that land.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <p>Objectives of the RU1 zone</p> <ul style="list-style-type: none"> <li>• To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.</li> <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>The proposal is considered consistent with the objectives of the zone in that the proposal facilitates an increase to the amount of available agricultural lots encouraging diversity in primary industry enterprises and systems.</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 (750m to nearest residential receptor).</p> <p>The proposal will support the rural community by providing additional employment opportunities.</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: 42.9ha<br/>                 Proposed Lot 2: 42.9ha<br/>                 Proposed Lot 3: 42.9ha<br/>                 Proposed Lot 4: 42.9ha<br/>                 Proposed Lot 5: 42.9ha<br/>                 Proposed Lot 6: 54.8ha<br/>                 Proposed Lot 7: 44.9ha<br/>                 Proposed Lot 8: 48.5ha<br/>                 Proposed Lot 9: 48.4ha<br/>                 Proposed Lot 10: 144.7ha</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> <p>(a) the existing uses and approved uses of land in the vicinity of the development,</p> <p>(b) whether or not the development is likely</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p>The separation distance from this existing extensive agricultural use to the nearest sensitive receptor (dwelling) is approximately 750m. 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</p>                                                                                                                                                                                                                                       |

|                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>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,</p> <p>(c) whether or not the development is likely to be incompatible with a use referred to in paragraph (a) or (b),</p> <p>(d) any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c).</p> | <p>surrounding extensive agricultural land uses as there is no change/intensification of land use or building proposed and the uses have co-existed for many years.</p>                                           |
| <p>Part 6 Biodiversity, Riparian Land, Waterways, groundwater vulnerability and flood planning</p>                                                                                                                                                                                                                                                                                                                                           | <p>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.</p> |

The land subject to the proposal is not identified as flood prone on the Flood Planning overlay of the LEP.

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

*State Environmental Planning Policy (Primary Production) 2021*

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.

*State Environmental Planning Policy (Transport & Infrastructure) 2021*

The proposal does not trigger the 50 lot threshold requiring state agency consideration.

*State Environmental Planning Policy 55 – Remediation of Land*

Potentially contaminating uses have not been identified as being carried out on the land historically.

Additionally, a search of Council’s records does not identify other events or uses that could lead to potential site contamination. Therefore, no further investigation was required.

*Biodiversity Conservation Act 2016*

The proposed development does not include the removal of any native or significant vegetation.

*Development Control Plans*

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

Impact of Development

*Natural Environment:*

The proposal is not likely to have significant impact on the natural environment of the area. The area has historically been used extensive and intensive plant agriculture and has been cleared of endemic vegetation for a substantial period of time. The proposal is not likely to impact threatened species due to no clearing proposed to facilitate the proposal.

The proposal is not likely to contribute towards soil erosion, pollution or contamination of soil/water/air, due to minor nature of the proposal.

*Built Environment:*

The surrounding area is substantially developed for agricultural purposes and the proposal is considered in keeping with the characteristics of the area. Additionally, the use of the site is not likely to impede the use of the surrounding activities.

Proposed access for the all but one (1) allotment is off Bella Vista Close, this arrangement should be extended to prevent proposed Lot 9 being effectively land locked. An unmade road reserve potentially connects the proposal to the Sturt Hwy, however, access to the highway should be restricted until such a time as a legitimate road access has been created to the satisfaction of Council and Transport for NSW.

*Social Impacts:*

There are no known areas/items of heritage significance likely to be impacted upon in the immediate area. The proposal is not likely to lead to significantly increased pressure on public infrastructure.

*Economic Impacts:*

No adverse economic impacts are expected due to the nature and small scale of the project.

*Site Suitability:*

The proposal is suitable for the site. Councils planning instrument does not prohibit this proposal and the land is not subject to any known significantly impacting risk factors, eg. flooding risk.

The proposal is not likely to have any adverse effect on the landscape or scenic quality of the locality due to the location of the project being in an established agricultural area.

*Public Interest:*

The proposal is not likely to have any adverse effect on the landscape or scenic quality of the locality. The proposal will not likely adversely impact public infrastructure.

The adjoining property landholders have been notified in accordance with Councils Community Participation Plan 2019, the submission period concluded on the 23<sup>rd</sup> February 2022. No submissions have been received.

**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 26/2022 be approved subject to conditions.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Environmental Planning & Assessment Act 1979

Balranald Local Environmental Plan 2010

State Environmental Planning Policy (Primary Production) 2021

State Environmental Planning Policy (Transport & Infrastructure) 2021

State Environmental Planning Policy 55 (Remediation of Land)

Biodiversity Conservation Act 2016

**POLICY IMPLICATION**

Nil

**ATTACHMENTS**

1. DA 26/2022 - Plan of Subdivision 
2. DA 26/2022 - Statement of Environmental Effects 

**10.2 DRAFT ASBESTOS POLICY**

|                                    |                                                                                                                                         |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63665</b>                                                                                                                        |
| <b>Reporting Officer:</b>          | <b>Ray Mitchell, Health &amp; Development Coordinator<br/>Nikkita Manning-Rayner, Administration Officer - Health &amp; Development</b> |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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>                     |

**Officer Recommendation**

That Council:

1. Place the draft Asbestos Policy on public exhibition for a period of 28 days; and
2. That submissions be notified to Council at the May meeting of Council

**PURPOSE OF REPORT**

To seek Council endorsement to exhibit the draft Asbestos Policy.

**REPORT**

Council's internal audit processes have identified that Council has not yet adopted the Office of Local Government's mandatory Model Asbestos Policy (the Policy).

The Policy was designed to address the unfortunate legacy of asbestos in building materials and land contaminated with asbestos, as well as addressing naturally occurring asbestos. The document aims to provide important information and guidance to council staff and our communities around asbestos matters.

The template provided by the Office has been localised as required and formulated into Council's draft Asbestos Policy.

In order to undertake appropriate consultation seeking public and stakeholder comment, the Draft Policy should be placed on public exhibition for a period of 28 days, with any submissions being reported to the May meeting of Council.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Contaminated Land Management Act 1997  
Environmental Planning and Assessment Act 1979  
Local Government Act 1993  
Protection of the Environment Operations Act 1997  
NSW Work Health and Safety Act 2011  
Workers' Compensation (Dust Diseases) Act 1942.

**POLICY IMPLICATION**

Introduction of a new policy

**RISK RATING**

Medium

**ATTACHMENTS**

1. **DRAFT - Model Asbestos Policy** 

**10.3 KURRAJONG TREE - COMPLAINT**

**File Number:** D22.63754  
**Reporting Officer:** Carol Holmes, Senior Executive Assistant  
**Responsible Officer:** Glenn Wilcox, Acting General Manager  
**Operational Plan Objective:**

**OFFICER RECOMMENDATION**

That Council take no action to remove or trim the Kurrajong Tree outside 79 Market Street Balranald as it is in excellent condition and does not interfere with any power lines.

**PURPOSE OF REPORT**

To advise Council of a request received from a community member regarding a tree on the nature strip.

**REPORT**

Council received an email from a resident of 79 Market Street Balranald in relation to a Kurrajong Tree on the nature strip.

The email below is requesting that the tree be removed or pruned to half its size as it is making a mess on her concrete driveway inside and outside of the property.

Engineering staff have inspected the tree and have noted the following;

- The tree is in excellent condition
- The tree does not interfere with any power lines
- The tree is a beautiful shape, and pruning would significantly and detrimentally affect this.
- The tree is taking water from the garden – and yet shrubs and flowers have been planted at the base of the tree.
- The tree was there long before the house was built.

The recommendation by the Engineering department is to leave the tree alone, definitely not remove the tree.

Email from the concerned ratepayer

*To whom it may concern*

*I have a Kurrajong tree out side my gate which I can't touch As it belongs to the Shire Could you please remove Cut back to half height trim around the bottom of the tree asap as I can't manage picking up 4 bin loads of leaves inside and outside my gate plus flowers which stain my concrete get carried in side on shoes and car tyres then the pods which make another mess It also robs my garden of moisture thats why it had grown so well*

*Otherwise the Shire can clean up weekly when leaves bad or I can send the bill to you for cleaning I pay my rates on time and have not asked for anything else except have asked that the dead trees outside the police station and building on the corner be removed as they don't beautify the town Thank you*

*I expect a reply thanks*

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nature Strip Policy

Complaints Policy

**RISK RATING**

Low

**ATTACHMENTS**

Nil



**PART B – ITEMS FOR INFORMATION****11 GENERAL MANAGER’S REPORTS****11.1 CIRCULARS FROM OFFICE LOCAL GOVERNMENT**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.62244</b>                                                                               |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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 receive and note this report.

**PURPOSE OF REPORT**

To provide Council with copies of the circulars received from Office Local Government since November Council Meeting.

**REPORT**

Council receives circulars from Office of Local Government with updates and information relevant to our Council. Whilst many of the circulars are of an administrative nature, there may be matters that are of interest to Community members.

Circulars Council has received since the October Council Meeting;

1. Circular 21-41 Annual Reporting of Labour Statistics by Councils
2. Circular 21-42 Reminder to Councils – decisions on countbacks, administration of the oath or affirmation of office and the delivery of councillor induction and refresher training after each election
3. Circular 22-01 Local Government Code of Accounting Practice and Financial Reporting 2021-22
4. Circular 22-02 New Guidelines covering Section 358 Applications and Public Private Partnerships (PPP)

All the circulars can be found on OLG’s website <https://www.olg.nsw.gov.au/circulars/>

**ATTACHMENTS**

Nil

**11.2 BETTER PRACTICE RECOMMENDATIONS**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.62245</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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 the report be received and noted.

**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.

**REPORT**

This report is to provide an update each month to Council and the community to indicate the internal improvements being made to ensure Council is compliant with legislation and to move towards an open and transparent council organisation.

**FINANCIAL IMPLICATION**

Funded through internal resources or budget provisions.

**LEGISLATIVE IMPLICATION**

This report is to identify changes in governance required to improve councils overall service and legislative delivery.

**POLICY IMPLICATION**

Various policies apply.

**RISK RATING**

Medium

**ATTACHMENTS**

1. **Better Practice Review - Recommendations - December 2021** 

**11.3 OUTSTANDING ACTIONS**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.62246</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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 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**

1. A list of the actions from previous Council meetings that are still outstanding is attached to this report.
2. The Implementation Plan updated as at 9 February is attached for information.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Moderate

**ATTACHMENTS**

1. Outstanding actions - March 2022 

**11.4 ADMINISTRATOR, GENERAL MANAGER AND DIRECTORS MEETINGS**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.62247</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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 the report be received and noted.

**PURPOSE OF REPORT**

To advise Council of the meetings undertaken on behalf of Council by the Administrator, General Manager and Directors since February 2022 Ordinary Meeting.

**REPORT**

The attachment shows the meetings which the Administrator, Acting General Manager, Director Corporate & Community Services and staff have undertaken during the past month.

**FINANCIAL IMPLICATION**

Budgetted

**LEGISLATIVE IMPLICATION**

N/A

**POLICY IMPLICATION**

Payment of Expenses and Provisions for Administrator, Mayor and Councillors Policy

Code of Conduct

Conferences Seminar Attendance Policy

**RISK RATING**

Low

**ATTACHMENTS**

- 1. Meetings - Executive Staff and Administrator** 

**12 CORPORATE & COMMUNITY SERVICES REPORTS****12.1 MONTHLY FINANCE REPORT - FEBRUARY 2021**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63598</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Hodi Beauliv, Director Corporate &amp; Community Services</b>                                                                     |
| <b>Responsible Officer:</b>        | <b>Hodi Beauliv, 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 status of Council's financial operating systems and processes.

**PURPOSE OF REPORT**

The purpose of this report is to advise Council that Council's transactions are up-to-date and correct in the Practical and subsidiary ledger systems.

**REPORT***Background*

At the October Council meeting, to provide Council with ongoing assurance that accounting transactions are kept up to date and correct, Council resolved the following recommendations:

1. Council is to be provided with ongoing assurance that transactions are up-to-date and correct in the Practical and subsidiary ledger systems;
2. A Statement is to be submitted to each Ordinary Council Meeting, in a form acceptable to Council, certified by the General Manager and the Responsible Accounting Officer, confirming the status of the following work to the end of the preceding month, indicating if the work is up-to-date, or the extent of any arrears:
  - o All payroll, stores, plant hire, creditors, rates, debtors, asset, liability and journal transactions are correctly entered into the Practical and subsidiary financial management systems;
  - o All subsidiary ledgers/financial management systems have been balanced with the general ledger;
  - o The asset management system is up-to-date;
  - o Bank reconciliations have been completed for all bank accounts; and
  - o Ratepayers and other debtors have been invoiced/charged for all monies due to Council.

The attached checklist will be used to record this information and provide a level of confidence that the data is up to date. The template will be used to monitor progress each month.

Staff have already undertaken substantial work to improve Council's internal financial systems and procedures. LK Consulting officially commenced with Council in mid-February to assist with Council's finance functions. Their expertise and networks can now further improve these processes and procedures in line with best practice requirements.

**SUMMARY**

Substantial work has commenced to improve Council's internal financial systems and procedures. The attached checklist provides Council with information on the level of confidence that Council's transactions are up-to-date and correct in the Practical and subsidiary ledger systems.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

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

**POLICY IMPLICATION**

Nil

**RISK RATING**

Medium

**ATTACHMENTS**

1. **Monthly Finance Checklist** 

**12.2 STATEMENT OF FUNDS - FEBRUARY 2022**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63652</b>                                                                                                                     |
| <b>Reporting Officer:</b>          | <b>Kristy Cameron, Finance Officer</b>                                                                                               |
| <b>Responsible Officer:</b>        | <b>Hodi Beauliv, 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 28 February 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

**REPORT**

Council's total investments including cash as at 28 February 2022 is \$18,787,627. This is an increase of \$601,010 on the previous month's total of \$18,186,617. It should be noted the balance of Council's cash at bank account changes daily with revenue receipted and payments made.

Receipts for February 2022 included:-

- Aged Care Benefits - \$61,834
- Block Grant & RMCC Contract - \$50,846
- FAGS – Qtr. 3 - \$607,708
- Library Grant - \$67,799

Payments for February 2022 included:-

- Plant Hire – \$70,188
- Consultants - \$57,901
- Football Change Rooms - \$122,925
- Tennis Courts - \$69,985
- Euston Playground Upgrade - \$43,988
- Exercise Equipment - \$21,450
- Workers Comp – 3<sup>rd</sup> Instalment - \$27,761
- Refurbishment Sewer Pump 2 - \$20,394

Total interest received on investments for February 2022 is \$232.07

Council's cash and at call accounts are used for the purpose of day to day operations of Council. Term Deposit investments are \$13,001,726 as at 28 February 2022.

A summary of Council's investment and cash balances as at 28 February 2022 is as follows:

## MONTHLY BANK &amp; INVESTMENT REPORT

28/02/2022

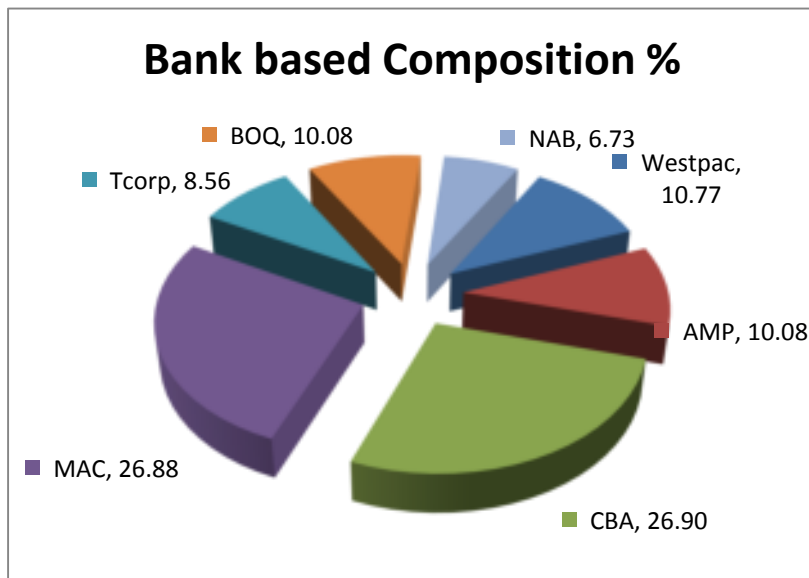
|                                                   | S&P Rating | Term (Days) | Start Date | Maturity Date | Interest Rate/ Rate of Return | Investment Value  |
|---------------------------------------------------|------------|-------------|------------|---------------|-------------------------------|-------------------|
| <b>Term Deposits</b>                              |            |             |            |               |                               |                   |
| <a href="#">Westpac Bank A/C 176-576</a>          | A-1+       | 371         | 16/11/2021 | 22/11/2022    | 0.25%                         | 1,000,000         |
| <a href="#">Commonwealth Bank</a>                 | A-1+       | 365         | 4/03/2021  | 4/03/2022     | 0.46%                         | 500,000           |
| <a href="#">Commonwealth Bank</a>                 | A-1+       | 365         | 4/03/2021  | 4/03/2022     | 0.46%                         | 1,000,000         |
| <a href="#">Macquarie Bank - 051049</a>           | A-1        | 180         | 2/09/2021  | 1/03/2022     | 0.40%                         | 500,000           |
| <a href="#">Commonwealth Bank</a>                 | A-1+       | 301         | 13/01/2022 | 10/11/2022    | 0.48%                         | 500,000           |
| <a href="#">AMP - 51396</a>                       | A-2        | 340         | 19/08/2021 | 25/07/2022    | 0.75%                         | 500,000           |
| <a href="#">Commonwealth Bank</a>                 | A-1+       | 361         | 22/03/2021 | 18/03/2022    | 0.42%                         | 500,000           |
| <a href="#">Macquarie Bank - 055858</a>           | A-1        | 330         | 23/12/2021 | 18/11/2022    | 0.50%                         | 500,000           |
| <a href="#">AMP - 53454</a>                       | A-2        | 240         | 20/07/2021 | 17/03/2022    | 0.60%                         | 500,000           |
| <a href="#">AMP - 53473</a>                       | A-2        | 243         | 21/07/2021 | 21/03/2022    | 0.60%                         | 500,000           |
| <a href="#">Commonwealth Bank</a>                 | A-1+       | 300         | 23/12/2021 | 19/10/2022    | 0.48%                         | 500,000           |
| <a href="#">Macquarie Bank - 053986</a>           | A-1        | 180         | 2/09/2021  | 1/03/2022     | 0.40%                         | 500,000           |
| <a href="#">Macquarie Bank - 054099</a>           | A-1        | 180         | 9/09/2021  | 8/03/2022     | 0.40%                         | 500,000           |
| <a href="#">Macquarie Bank - 054394</a>           | A-1        | 365         | 28/09/2021 | 28/09/2022    | 0.40%                         | 500,000           |
| <a href="#">Commonwealth Bank</a>                 | A-1+       | 179         | 13/09/2021 | 11/03/2022    | 0.27%                         | 500,863           |
| <a href="#">Commonwealth Bank</a>                 | A-1+       | 179         | 13/09/2021 | 11/03/2022    | 0.27%                         | 500,863           |
| <a href="#">Bank of Queensland - 054317</a>       | A-2        | 181         | 24/09/2021 | 24/03/2022    | 0.33%                         | 1,000,000         |
| <a href="#">Bank of Queensland - 053999</a>       | A-2        | 244         | 7/09/2021  | 9/05/2022     | 0.33%                         | 500,000           |
| <a href="#">Macquarie Bank - 055055</a>           | A-1        | 333         | 29/10/2021 | 27/09/2022    | 0.50%                         | 1,000,000         |
| <a href="#">Macquarie Bank - 055370</a>           | A-1        | 332         | 23/11/2021 | 21/10/2022    | 0.50%                         | 500,000           |
| <a href="#">NAB Bank</a>                          | A-1+       | 335         | 11/01/2022 | 12/12/2022    | 0.63%                         | 1,000,000         |
|                                                   |            |             |            |               |                               |                   |
|                                                   |            |             |            |               |                               |                   |
| <b>Total Term Deposits</b>                        |            |             |            | Avg Rate      | 0.45%                         | <b>13,001,726</b> |
| <b>At Call Accounts</b>                           |            |             |            |               |                               |                   |
| Westpac Cash Reserves A/C 162 975                 | A-1+       |             |            | At Call       | 0.01%                         | 603,458           |
| Tcorp A/C 1268                                    | A-1+       |             |            | At Call       | 0.01%                         | 1,274,474         |
| <b>Total At Call Accounts</b>                     |            |             |            |               |                               | <b>1,877,932</b>  |
|                                                   |            |             |            |               |                               |                   |
| <b>Total Investment Accounts</b>                  |            |             |            |               |                               | <b>14,879,658</b> |
|                                                   |            |             |            |               |                               |                   |
| <b>Cash Accounts</b>                              |            |             |            |               |                               |                   |
| Westpac Bank A/C 000 060                          | A-1+       |             |            | Cash at Bank  | 0.01%                         | 3,907,970         |
| <b>TOTAL CASH AT BANK</b>                         |            |             |            |               |                               | <b>3,907,970</b>  |
| <b>TOTAL INVESTMENTS PORTFOLIO INCLUDING CASH</b> |            |             |            |               |                               | <b>18,787,627</b> |

The table and graph below show the composition of investments (excluding cash at bank) with financial institutions.

| Ratings      | Composition % | Amount ('000) |
|--------------|---------------|---------------|
| A-1+         | 46.23         | 6,879         |
| A-1          | 26.88         | 4,000         |
| A-2          | 20.16         | 3,000         |
| <b>TOTAL</b> | <b>100.00</b> | <b>14,879</b> |

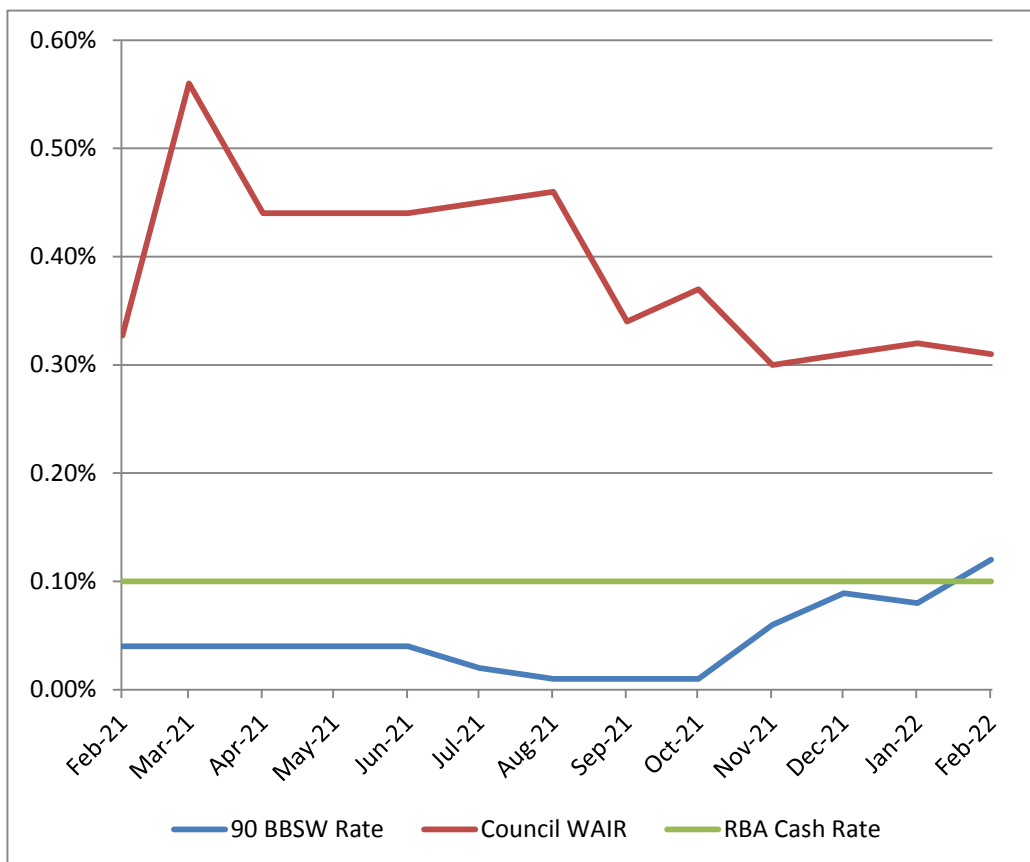
Council is now compliant with the Investment Policy, as the funds invested with AMP (an A-2 rated institution) are within Council's portfolio credit limit of 10% for any individual A-2 rated financial institution.





Council’s weighted average return for all investments and cash accounts for the month is 0.31%, which is above the required 90 day bank bill swap reference rate of 0.12% as at 28 February 2022. Note the official cash rate stayed at 0.10% for February. 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 day bank bill swap reference rate.

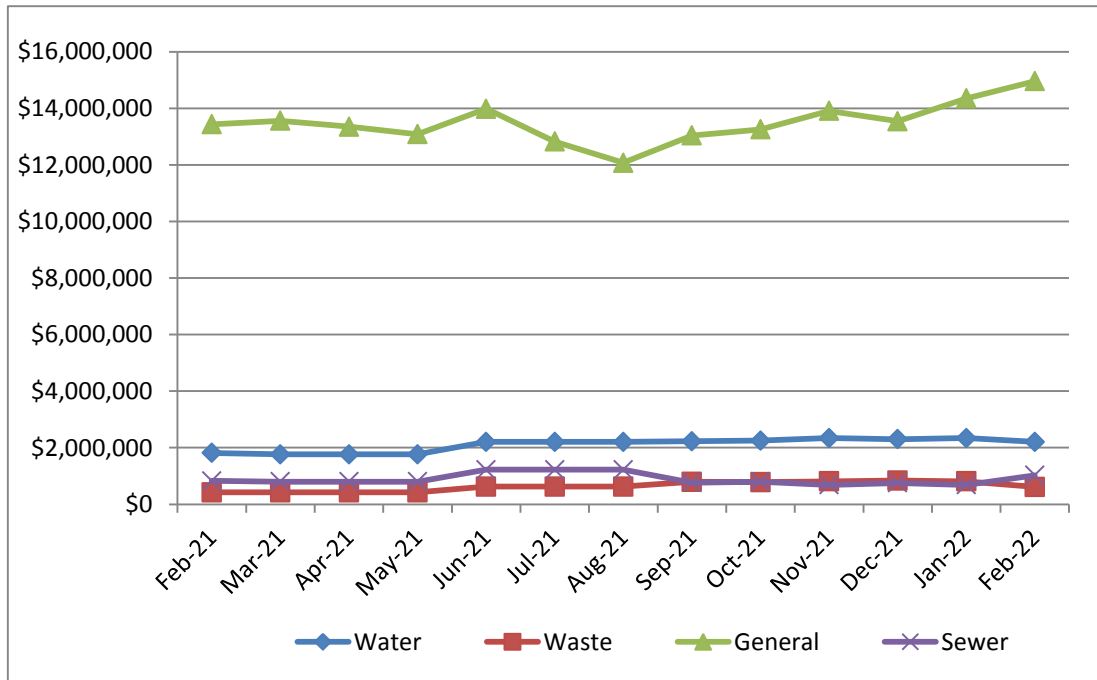
**Month End Return on Investments for Past 12 Months**



Council’s total investment and cash accounts balance of \$18,787,627 across the funds as listed below:

| FUNDS HELD              | General Fund      | Waste Fund     | Water Fund       | Sewer Fund       | TOTAL             |
|-------------------------|-------------------|----------------|------------------|------------------|-------------------|
| Restricted              | 9,967,377         | 616,000        | 2,204,000        | 1,028,000        | 13,815,377        |
| Unrestricted            | 4,972,250         | 0              | 0                | 0                | 4,972,250         |
| <b>TOTAL FUNDS HELD</b> | <b>14,939,627</b> | <b>616,000</b> | <b>2,204,000</b> | <b>1,028,000</b> | <b>18,787,627</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 \$13,815,377 at end of month:

**Details of Restrictions**

**External Restrictions**

|                                                           |              |
|-----------------------------------------------------------|--------------|
| Specific Purpose Unexpended Capital Grants - Gen Fund     | \$ 3,061,000 |
| Specific Purpose Unexpended Capital Grants - Water Fund   | \$ 6,000     |
| Specific Purpose Unexpended Operational Grants - Gen Fund | \$ 549,000   |
| Other - Water Fund                                        | \$ 2,198,000 |
| Other - Sewer Fund                                        | \$ 1,028,000 |
| Other - Domestic Waste Management                         | \$ 616,000   |

**Internal Restrictions**

|                           |              |
|---------------------------|--------------|
| Caravan Park              | \$ 139,000   |
| Bidgee Haven Hostel Bonds | \$ 1,813,377 |
| Other                     | \$ 4,405,000 |

**Total Restrictions** \$ 13,815,377

**Unrestricted Cash Investments** \$4,972,250

**Total Investments** \$ 18,787,627

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at 28 February 2022 and is shown below:

| <b>Cashbook Summary</b>                     |                  |
|---------------------------------------------|------------------|
| Opening Cashbook Balance                    | 3,305,609        |
| Plus Receipts                               | 1,930,630        |
| Less Payments                               | (1,308,204)      |
| <b>Cashbook Balance at 28 February 2022</b> | <b>3,928,035</b> |

| <b>Statement Summary</b>                          |                  |
|---------------------------------------------------|------------------|
| Opening Statement Balance                         | 3,307,191        |
| Plus Receipts                                     | 1,909,083        |
| Less Payments                                     | (1,308,304)      |
| <b>Bank Statement Balance at 28 February 2022</b> | <b>3,907,970</b> |
| Plus Unpresented Receipts                         | 23,734           |
| Less Unpresented Payments                         | (3,668)          |
| <b>Reconciliation Balance at 28 February 2022</b> | <b>3,928,035</b> |

### SUMMARY

Council currently holds \$18,787,627 in Cash and Investments. The average interest rate trend has decreased for February 2022 being 0.31% overall.

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.



### 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 (Adopted October 2021)

### RISK RATING

Low

### ATTACHMENTS

Nil

**12.3 MONTHLY CAPITAL WORKS FINANCE UPDATE**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63670</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Hodi Beauliv, Director Corporate &amp; Community Services</b>                                                    |
| <b>Responsible Officer:</b>        | <b>Hodi Beauliv, Director Corporate &amp; Community Services</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 receives and notes the information contained in the Capital Works report as of 28 February 2022.

**PURPOSE OF REPORT**

The purpose of this report is to enable Council to track the progress of capital works programs as at 28 February 2022.

**REPORT**

Attached is a copy of the Capital Works expenditure and commitments for each Capital project as at 28 February 2022.

**FINANCIAL IMPLICATION**

As per 2021/22 Capital Works Budget

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Applicable policies are considered on an individual project basis.

**RISK RATING**

Project based risks are individually assessed.

**ATTACHMENTS**

1. February Capital Works Finance Report 

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

|                                    |                                                                                                                                         |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63109</b>                                                                                                                        |
| <b>Reporting Officer:</b>          | <b>Ray Mitchell, Health &amp; Development Coordinator<br/>Nikkita Manning-Rayner, Administration Officer - Health &amp; Development</b> |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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>                     |

**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, Subdivision Works Certificate and / or Occupation Certificates have been issued under delegated authority since the February meeting of Council.

| Application                               | Owner/Applicant                                     | Locality                     | Description                                      |
|-------------------------------------------|-----------------------------------------------------|------------------------------|--------------------------------------------------|
| DA 28/2022                                | Mr Adam Boynton                                     | 62 River Street, Balranald   | Carport & Use of Shipping Container              |
| DA 29/2022                                | Mr Chris Murphy                                     | 88 Dowling Street, Balranald | Reconstruct Carport & Enclose to Create Garage   |
| CC 09/2022                                | Mr Adam Boynton                                     | 62 River Street, Balranald   | Carport                                          |
| CC 10/2022                                | Mr Chris Murphy                                     | 88 Dowling Street, Balranald | Reconstruct Carport & Enclose to Create Garage   |
| SWC 01/2022                               | Andrew Merrett for Rocky Lamattina & Sons Pty Ltd   | 11 Cary Street, Euston       | Civil Works for Four Lot Residential Subdivision |
| OC 14/2022<br>(certificate of completion) | Shawn Hyland for Mr Scott Priest & Ms Seona Pupillo | 14 Luke Road, Euston         | Sanitary plumbing for dwelling                   |

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

|                                                                                          |    |
|------------------------------------------------------------------------------------------|----|
| Environmental Planning & Assessment Act 1979<br>Planning Information Certificates (10.7) | 15 |
|------------------------------------------------------------------------------------------|----|

|                                                                              |    |
|------------------------------------------------------------------------------|----|
| Environmental Planning & Assessment Act 1979<br>Building Certificates (6.24) | 0  |
| Environmental Planning & Assessment Act 1979<br>Outstanding Orders (121ZP)   | 1  |
| Local Government Act 1993<br>Outstanding Orders (735A)                       | 1  |
| Local Government Act 1993<br>Drainage Diagram                                | 10 |
| Biosecurity Act 2015<br>Outstanding Orders (Noxious Weeds)                   | 1  |

The following Section 4.6 Variations have been issued under delegated authority since the February meeting of Council.

| Application | Owner/Applicant | Locality | Description |
|-------------|-----------------|----------|-------------|
| Nil         | -               | -        | -           |

#### **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

**13.2 INFRASTRUCTURE UPDATE**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D22.63753</b>                                                                                                    |
| <b>Reporting Officer:</b>          | <b>Fiona Scoleri, Executive Assistant</b>                                                                           |
| <b>Responsible Officer:</b>        | <b>Glenn Wilcox, Acting 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 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 10 March 2022.

**REPORT****1. Road construction and maintenance****Construction*****Regional roads***

No change since last report

***Local roads***a) **Marma Box Creek Road**

Works were stopped on 11 February 2022 to assess spending vs budget.

Response to application for transfer of unexpended funds from Weimby Kyalite Road project to Marma Box Creek Road under Fixing Local Roads Phase 1 not yet received.

c) **Taylor Road, Leslie Drive, Kilpatrick Road Tender**

Successful tenderer - CRS (NSW) Pty Ltd quoted job after being informed by Mark Stephenson that Council was supplying gravel, despite tender documents stating that tenderer supplies gravel. All other tenders were above budget. If CRS decides to pull out of tender, Council need to decide whether to readvertise or proceed with Council to carry out works.

d) **Reconstruction and Seal of 2km of Tapalin Mail Road**

Work has commenced on this project.

e) **Weimby Kyalite Road - No change since last report.****Unsealed road maintenance**

Maintenance grading has been carried out on Tillara Road.

Gravel patching has been carried out on washaways after recent storms.

Slashing of MR67 continues.

**2. Water, sewerage and drainage**

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

No change since the last report.

**Water Security Project**

No change since the last report.

**Balranald Sewerage Program**

Electrical switchboard upgrade at Balranald Sewer Pump Station has been carried out.

**Balranald Water Network**

Next round of AC mains renewals due to commence 21 March 2022.

Electrical switchboard upgrade due to commence late March/early April. Water restrictions will be put in place during this time and community will be informed by mail-box drop.

**Euston Sewerage Program**

No change since the last report.

**Euston Water Network**

Electrical switchboard upgrade at Euston Raw water pump station has been carried out.

Next round of AC mains renewals due to commence after Balranald works completed.

Replacement program of old raw water meters in Euston township has commenced.

**3. Civic enhancement projects****Riverfront precinct**

Work has recommenced on Riverbend Reserve now that river levels have dropped. Toilet building installed – awaiting plumbing, furniture installed, BBQ installation in hand.

**Streetlights**

No response from Essential Energy re update on streetlight upgrade to LED.

**Euston Riverfront Reserve and Walking Trails**

No change since the last report.

**Kyalite Riverside Reserve**

No change since last report

**Balranald Swing Bridge**



Works for widening of swing bridge due to commence 14 March 2022.  
Notification has been made on social media that bridge may be closed for one month.

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

##### **Football Club Change rooms**

Internal fit-out approaching completion. Concrete around outside of building laid.  
Completion of works expected in 1-2 weeks.

##### **Tennis Courts**

All works completed except for gates (supply issues). Gates expected to be installed in 1-2 weeks.

Car park drainage has been corrected and ground made ready for sealing.

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

Project on hold.

##### **Balranald Library**

Roof repairs not yet carried out. Awaiting builder to complete football club change rooms first.

##### **Theatre Royal**

No change since last report.

##### **Balranald Creative Learning Centre**

Building works all completed.

Car park drainage has been corrected and ground made ready for sealing.

##### **Aerodrome**

Still awaiting contractor to install new fencing.

##### **Balranald Landfill**

Land survey carried out.

Contract for Tip Management Plan has been issued. Contractor due to inspect site on 16 March 2022.

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

Grant funding received for replacement netball changing rooms, conversion of netball court to multi-purpose court with shade structure over and lighting.

Designs and quotes being sought for the above works.

#### **5. Town Maintenance Works**

##### **Balranald town maintenance**

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

##### **Euston town maintenance**

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

**FINANCIAL IMPLICATION**

As per individual projects budgets

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Applicable policies are considered on an individual project basis.

**RISK RATING**

Project based risks are individually assessed.

**ATTACHMENTS**

Nil

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

Nil

**15 CONFIDENTIAL MATTERS**

Nil

**16 CLOSURE OF MEETING**