



# **AGENDA**

## **Ordinary Council Meeting Tuesday, 18 October 2022**

**Date: Tuesday, 18 October 2022**

**Time: 5pm**

**Location: Council Chambers, Market Street Balranald**

**Jeff Sowiak  
General Manager**

## **BALRANALD SHIRE COUNCIL**

### **AGENDA**

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

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

### **Our Vision**

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

### **Our Mission**

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

### **Our Values**

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

Notice is hereby given that an Ordinary Meeting of Council will be held in the Council Chambers, Market Street Balranald on:  
Tuesday, 18 October 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.



**3 APOLOGIES**

**4 CONFIRMATION OF MINUTES**

**4.1 MINUTES OF THE COUNCIL MEETING HELD ON 20 SEPTEMBER 2022**

**File Number: D22.72822**

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

**Responsible Officer: Jeff Sowiak, General Manager**

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**OFFICER RECOMMENDATION**

1. That the Minutes of the Council Meeting held on 20 September 2022 be received and noted.

**MINUTES – SEPTEMBER ORDINARY COUNCIL MEETING**

Minutes of the September Ordinary Council Meeting are attached for approval.

**ATTACHMENTS**

1. **Minutes of the Council Meeting held on 20 September 2022**



# **MINUTES**

**Ordinary Council Meeting  
Tuesday, 20 September 2022**

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	Nil	
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	Nil	

**MINUTES OF BALRANALD SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD  
ON TUESDAY, 20 SEPTEMBER 2022 AT 5PM**

**1 OPENING OF MEETING****5.00PM****PRESENT:**

Administrator Mike Colreavy

**IN ATTENDANCE:**

Jeff Sowiak (General Manager), Kerry Jones (Executive Manager of Engineering), Carol Holmes (Senior Executive Officer), Fiona Scoleri (Executive Assistant), Glenn Wilcox (Consultant)

**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.

**DEATH OF THE MONARCH**

Administrator Mike Colreavy opened the meeting with a minute's respectful silence to mark the death of HRH Queen Elizabeth II.

**3 APOLOGIES**

Nil

**PRESENTATION OF NORMA MALE EXCELLENCE AWARD 2022**

Norma Male Excellence Award for 2022 presented to Anna Coates to acknowledge her excellent work for Council at the Bidgee Haven Hostel and more recently at the Balranald Caravan Park.

**4 CONFIRMATION OF MINUTES****4.1 MINUTES OF THE COUNCIL MEETING HELD ON 16 AUGUST 2022**

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**RESOLUTION 2022/159**

Moved: Administrator Mike Colreavy

1. That the Minutes of the Council Meeting held on 16 August 2022 be received and noted.

**CARRIED**

**5 DISCLOSURE OF INTEREST**

NIL

**6 ADMINISTRATOR MINUTE/REPORT****0.0 ADMINISTRATOR MINUTE - CHANGE MEETING DATE**

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**RESOLUTION 2022/160**

Moved: Administrator Mike Colreavy

I resolve that the scheduled date for the November 2022 Balranald Shire Council meeting be changed from 15 November to 22 November 2022.

**CARRIED****7 COMMITTEE REPORTS FOR ADOPTION****7.1 BALRANALD BEAUTIFICATION ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 3 AUGUST 2022****PURPOSE OF REPORT**

To update Council of the BBAC meeting held on Wednesday 3 August 2022.

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**RESOLUTION 2022/161**

Moved: Administrator Mike Colreavy

That the Minutes of the Balranald Beautification (BBAC) Advisory Committee meeting held on 3 August 2022 be received and noted.

**CARRIED****7.2 MURRAY DARLING ASSOCIATION - REGION 4 HELD ON 10 AUGUST 2022**

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**RESOLUTION 2022/162**

Moved: Administrator Mike Colreavy

1. That the Annual General Meeting Minutes of the Murray Darling Association (MDA) – Region 4 held on 10 August be received and noted.

**CARRIED****7.3 STRENGTHENING COMMUNITY ACCESS INCLUSION AND WELLBEING ADVISORY COMMITTEE HELD ON 25 AUGUST 2022**

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**RESOLUTION 2022/163**

Moved: Administrator Mike Colreavy

1. That the Minutes of the Strengthening Community Access Inclusion and Wellbeing Advisory
-

Committee (SCAIW) meeting held on Thursday 23 June 2022 be received and noted.

2. That Council support SCAIW offering in-kind support to MaariMa with planning and delivery of the November White Ribbon event; and
3. That Council commences planning for the 2023 Australia Day celebrations including committee membership and funding opportunities for Balranald Shire.

**CARRIED**

#### 7.4 EXECUTIVE OF CHAIRS ADVISORY COMMITTEE HELD ON - WEDNESDAY 31ST AUGUST 2022

##### RESOLUTION 2022/164

Moved: Administrator Mike Colreavy

1. That the Minutes of the Executive of Chairs Advisory Committee meeting held on 31<sup>st</sup> August 2022 be received and noted.
2. That Council notes the Committee's support of the proposal from Robinvale/Euston Football Club to apply for some funding to upgrade the Euston Football Ground.
3. That the proposed projects set out in the table below and the proposal from Robinvale/Euston Football Club for upgrading the Euston Football Ground be endorsed and submitted to the funding body for approval

<b>Stronger Country Communities Fund proposed projects Round 5</b>				
<b>Project</b>	<b>Brief Description</b>	<b>Indicative Cost</b>	<b>Admin</b>	<b>Total</b>
<b>1</b>	<b>Kyalite Memorial Park</b>			
	Upgrade to Memorial Park rest area to include public toilets and ancillary facilities.	\$92,000	\$9,200	<b>\$101,200</b>
<b>2</b>	<b>Balranald Shire Signage</b>			
	Project to undertake recognition of first nations lands and enhance signage including town Balranald and Euston town entrance.	\$185,000	\$18,500	<b>\$203,500</b>
<b>3</b>	<b>Safe Fencing Balranald Pool</b>			
	To remove and replace non-compliant fencing with approved pool fencing around Balranald.	\$101,000	\$10,100	<b>\$111,100</b>
<b>4</b>	<b>Netball Courts Balranald</b>			
	To resurface Balranald Netball Courts	\$150,000	\$15,000	<b>\$165,000</b>
<b>5</b>	<b>Basket Ball Balranald</b>			
	To design and construct new basketball courts and facilities for Balranald	\$230,000	\$23,000	<b>\$253,000</b>
<b>6</b>	<b>Hatfield Community facilities</b>			
	To develop and install appropriate rest area or facilities for visitors to Hatfield.	\$100,000	\$10,000	<b>\$110,000</b>

	<b>Net cost ex GST</b>	<b>\$858,000</b>	<b>\$85,800</b>	<b>\$943,800</b>
	Administration & Supervision	\$85,800	=< 10%	
	Total Net GST	\$943,800		
	Allocation Available	\$943,758		
	Net Under over allocated	\$42		

**CARRIED**

## **GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)**

### **PART A – ITEMS REQUIRING DECISION**

#### **8 GENERAL MANAGER'S REPORTS**

##### **8.1 DISCLOSURE OF INTEREST RETURNS**

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

In accordance with the Model Code of Conduct for Local Council in NSW, Clause 4.21 and Part 4 it is a requirement to disclose pecuniary interests and other matters by designated personnel.

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###### **RESOLUTION 2022/165**

Moved: Administrator Mike Colreavy

That Council notes the disclosure of interest register as tabled at this meeting.

**CARRIED**

##### **8.2 ADVISORY COMMITTEE MEMBERSHIP, GUIDELINES AND TERMS OF REFERENCE**

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

To provide Council with an update on our Advisory Committee structure and seek extensions of existing members.

Administrator enquired about the process of Chairperson, Secretary etc. for each Advisory Committee.

General Manager advised that he would view the document and include a clause to the Guidelines if needed.

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###### **RESOLUTION 2022/166**

Moved: Administrator Mike Colreavy

That Council

1. Adopts the Advisory Committee Guidelines, which includes the Terms of Reference of each Advisory Committee, with the amendment from General Manager to include election of Chairperson, secretary etc.;
2. Forward the attached Registration form to active members and formally offer an extension of

appointments to our existing Advisory Committees; and

3. Advertise for expressions of interests for the Advisory Committee to encourage new members to join.

**CARRIED**

### **8.3 DISABILITY INCLUSION ACTION PLAN**

#### **PURPOSE OF REPORT**

Council is required to prepare, monitor and report on the progress in the implementation of the Council's Disability inclusion Action Plan (DIAP) prepared in accordance with Sect 12 of the Disability Inclusion Act 2014. The plan is required to be reviewed every four years and the purpose of the review is to ensure that the plan fulfills the requirements for people with disabilities to access buildings, events and facilities and opportunities for people with disabilities to access the range of services and activities available in the community.

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#### **RESOLUTION 2022/167**

Moved: Administrator Mike Colreavy

That Council formally adopt the revised Disability Inclusion Action Plan 2022- 2026

**CARRIED**

### **8.4 DRAFT GENERAL PURPOSE ANNUAL FINANCIAL STATEMENTS 2021/2022**

#### **PURPOSE OF REPORT**

To receive the Draft General Purpose and Special Purpose Annual Financial Statements for 2021/2022 that have been referred to the Audit Risk and Improvement Committee and endorsed for submission to the audit.

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#### **RESOLUTION 2022/168**

Moved: Administrator Mike Colreavy

1. That Council receives and notes the Draft General Purpose Annual Financial Statements for 2021/2022; and
2. That the Draft Financial Statements be referred to audit.

**CARRIED**

### **8.5 STRONGER COUNTRY COMMUNITIES FUND ROUND 5**

#### **PURPOSE OF REPORT**

The report seeks to consider and endorse the priority projects to be funded from the Stronger Country Communities Fund round 5.

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#### **RESOLUTION 2022/169**

Moved: Administrator Mike Colreavy

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1. That Council endorses the recommendations of the Executive Chairs Advisory Committee Meeting held on 31<sup>st</sup> August and propose the following projects for inclusion in the application for Stronger Country Communities Fund – Round Five from the Council allocation of \$943,758
  - (a) Kyalite Memorial Park Rest Area
  - (b) Balranald Shire Signage
  - (c) Safe Fencing Balranald Pool
  - (d) Netball Courts Balranald resurfacing
  - (e) Basket Ball Courts Balranald
  - (f) Hatfield Communities and
2. That Council endorses the Executive of Chairs Advisory Committee Meeting recommendation that Council support the Robinvale Euston Football Club application for funding to upgrade the Euston Recreational Area Grounds and Facilities from the Stronger Country Communities Fund Round 5 eligible communities fund allocation of \$387,978.
3. That a letter of appreciation be sent to the funding body.

**CARRIED**

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## 8.6 DONATION REQUEST - BALRANALD PRESBYTERIAN CHURCH

### PURPOSE OF REPORT

To advise Council;

1. of a donation request received from Balranald Combined Churches seeking Greenham Park Hall hire costs to be waived on the evening of 11 December 2022 for Christmas Carols; and
2. of a request received from Balranald Presbyterian Church seeking permission to use the Showers at Balranald Caravan Park for Coast to Coast Riders, approximately 35 men and women.

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### RESOLUTION 2022/170

Moved: Administrator Mike Colreavy

That Council

1. Approves the request from the Combined Church's Community Carols for a donation of the Greenham Park Hall hire costs totalling \$270.
2. Advise the Combined Church Community Carols that the hall hire costs have been waived and the hall must be left clean and tidy.
3. Advise Pastor Dennis Rayson that permission is granted for the Coast to Coast Riders sleeping at Balranald Presbyterian Church to use of the showers at Balranald Caravan Park as a donation from Council.

**CARRIED**

**8.7 POLICY REVIEW PUBLIC GATES AND GRIDS****PURPOSE OF REPORT**

To review the exiting policy to ensure compliance with current legislation/regulations and to provide for a process to manage, replace, approve and remove public gates and stock grids on roads.

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**RESOLUTION 2022/171**

Moved: Administrator Mike Colreavy

That Council invite public submissions concerning the draft Public Gates and Stock Grids Policy to replace the Grids-Retention Removal and Replacement Policy adopted on 21<sup>st</sup> Feb 2017

**CARRIED**

**8.8 NRAR WATER LICENSE PENALTY****PURPOSE OF REPORT**

To advise Council concerning the issue and then subsequent withdrawal of a Water Access License non-compliance and penalty issued for accessing water at Bidura Bore for road works.

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**RESOLUTION 2022/172**

Moved: Administrator Mike Colreavy

That the report be received and actions to ensure that water access points are fully compliant be noted.

**CARRIED**

**8.9 BALRANALD COMMERCIAL WASTE CHARGES****PURPOSE OF REPORT**

Council has been approached by the current commercial operator of the waste depot, to consider a reduced fee for bulk commercial waste generated from their operations and this request has initiated further consideration as to the possible implications for larger commercial operations at the waste depot and licensing requirements.

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**RESOLUTION 2022/173**

Moved: Administrator Mike Colreavy

That Council as from 1<sup>st</sup> October, 2022;

1. Confirm that the charge for commercial waste at the Balranald waste facility is \$130.00 per tonne with provision that a 10% prompt payment discount be applied for compacted and separated commercial waste to accounts where payment is made within 30 days of invoice and
2. Discourage and if legally possible ban the acceptance of waste that is known to be from outside of the shire area at any of Council facilities.

**CARRIED**

**8.10 DA 42/2022 - FIVE (5) LOT SUBDIVISION - YURANIGH ST BALRANALD****PURPOSE OF REPORT**

To seek Council consent under Part 4 of the Environmental Planning & Assessment Act 1979 for a five (5) lot subdivision of Lot 2 DP 1044708, Yuranigh St Balranald.

DIVISION

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**RESOLUTION 2022/174**

Moved: Administrator Mike Colreavy

That Council approves Development Application 42/2022 for a five (5) lot subdivision of Lot 2 DP 1044708, Yuranigh St Balranald, subject to the following conditions:

1. No alteration to approved plans and specifications is allowed unless separately approved by Council.
2. The subdivision must conform to the plan as submitted, other than where varied by conditions of this consent.
3. An easement for service infrastructure is to be created in line with version 2 of the proposed servicing plan.
4. A spoon drain crossing must be installed for each individual allotment in accordance with the Balranald West Drainage Scheme specifications prior to release of the subdivision certificate. This is to be at the applicant's full cost.
5. A road opening permit must be obtained from Council prior to the commencement of any works in the road reserve. The proponent is responsible for full cost of repairs to rectify any damage to public infrastructure.
6. Water and sewer connection fees and charges to be at the applicant's full cost and paid to Council prior to the release of the subdivision certificate.
7. 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.
8. Any adjustments required to existing services for the allotments are to be at the full cost of the proponent.
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.

**CARRIED**

**8.11 DA 02/2023 - DWELLING - BUILDING LINE SETBACK VARIATION - 9 CARY STREET STREET EUSTON****PURPOSE OF REPORT**

To consider a building setback variation on Lot 7 DP 1123942, 9 Cary St, Euston.

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**RESOLUTION 2022/175**

Moved: Administrator Mike Colreavy

That Council approves a primary building line setback variation to 4m for a dwelling on Lot 7 DP 1123942, 9 Cary Street Euston as per Site Plan for Job No. 110945 dated 21/7/22 as submitted with Development Application 02/2023.

**CARRIED**

**8.12 S7.12 DEVELOPMENT CONTRIBUTION PLAN****PURPOSE OF REPORT**

To exhibit the Draft 7.12 Development Contribution Plan

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**RESOLUTION 2022/176**

Moved: Administrator Mike Colreavy

That Council

1. Place the Draft S7.12 Development Contribution Plan on public exhibition for a period of 28 days; and
2. Receive a further report following conclusion of public exhibition to consider any submissions.

**CARRIED**

**PART B – ITEMS FOR INFORMATION****3 GENERAL MANAGER'S REPORTS****9.1 GRANT STATUS UPDATE****PURPOSE OF REPORT**

To provide Council with an updated summary of the current and active grant funded projects across Council.

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**RESOLUTION 2022/177**

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

**9.2 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 Managers since August 2022 Ordinary Meeting.

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**RESOLUTION 2022/178**

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

**9.3 CIRCULARS FROM OFFICE LOCAL GOVERNMENT & CORRESPONDENCE OF INFORMATION****PURPOSE OF REPORT**

To provide Council with copies of the circulars received from Office Local Government and correspondence of interest received since the August Council Meeting.

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**RESOLUTION 2022/179**

Moved: Administrator Mike Colreavy

That Council receives and notes this report.

**CARRIED**

**9.4 OUTSTANDING ACTIONS****PURPOSE OF REPORT**

To bring forward for information the Action Report with outstanding actions from previous Council resolutions.

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**RESOLUTION 2022/180**

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

**9.5 PLANNING ADMINISTRATION****PURPOSE OF REPORT**

To advise Council of activities in the Planning area

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**RESOLUTION 2022/181**

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

**9.6 ENGINEERING UPDATE AS OF 13 SEPTEMBER 2022****PURPOSE OF REPORT**

To provide Council with an update on Engineering works currently in progress and in planning, updated to 13 September 2022.

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**RESOLUTION 2022/182**

Moved: Administrator Mike Colreavy

That the report be received and noted

**CARRIED**

**9.7 KYALITE-MOULAMEIN REPAIR PROGRAM 20/21 OVER EXPENDITURE****PURPOSE OF REPORT**

To determine the reason why the 5% bond for lump sum Contract RFT 20/21-09 – MR296 Design and Construct Kyalite Moulamein Road at Kyalite was not accounted for at the time for payment.

---

**RESOLUTION 2022/183**

Moved: Administrator Mike Colreavy

That the over-expenditure of \$21,526.30 from Transport for NSW – Block Grant Funding 2021/2022 be received and noted.

**CARRIED**

**9.8 REPAIR PROGRAM AND BLOCK GRANT 21/22 OVER EXPENDITURE****PURPOSE OF REPORT**

1. To inform Council of an over-expenditure of \$230,5193.05 from 2021/22 Transport for NSW Block Grant Funding.
  2. To show how this over-expenditure occurred.
- 

**RESOLUTION 2022/184**

Moved: Administrator Mike Colreavy

That the report on the over-expenditure of \$230,513.05 from Transport for NSW – Block Grant Funding 2021/2022 be received and noted.

**CARRIED**

**9.9 END OF YEAR RESERVES AND UNRESTRICTED FUNDS****PURPOSE OF REPORT**

To endorse the level of restricted and unrestricted reserves for the year ended 30<sup>th</sup> June 2022.

---

**RESOLUTION 2022/185**

Moved: Administrator Mike Colreavy

That Council

1. Receives the report and notes the balance of Restricted Reserves.
2. Approves the Internally Restricted Reserve balances as at 30<sup>th</sup> June 2022.
3. Approves of the utilisation of the Plant Reserve to fund a significant upgrade to the plant fleet and to use this opportunity to dispose of unserviceable plant and equipment that has reached the end of its useful life. Individual details of these and the relevant budget adjustments will be reported to Council as they occur.
4. Approves of the utilisation of the Caravan Park reserve to renew/replace existing cabins that are due for renewal. Individual details of these and the relevant budget adjustments will be reported to Council as they occur.
5. Consider a further report on utilisation of the Infrastructure Replacement Fund for infrastructure replacement projects.

**CARRIED**

**9.10 REPORT ON AREAS OF COUNCIL'S FINANCIAL OPERATIONS****PURPOSE OF REPORT**

The purpose of this report is to advise and report to council on the status of the following financial areas of operation-

- 1 Investments
- 2 Bank Reconciliation
- 3 Monthly Statement of Rates and Charges
- 4 Monthly Summary of Revenue and Expenditure for the Caravan Park
- 5 Monthly Summary of Revenue and Expenditure for the Bidgee Haven Hostel
- 6 Monthly Summary of Revenue and Expenditure for the Tourist Information Centre
- 7 Monthly Summary of Revenue and Expenditure for the Library
- 8 Debtors
- 9 Grants – See separate report
- 10 Statement of Currency of Work within the Finance Function of Council

---

**RESOLUTION 2022/186**

Moved: Administrator Mike Colreavy

That Council receives and notes the following financial information for the period ending 31 August 2022.

**CARRIED**

**10 NOTICE OF MOTION / QUESTIONS ON NOTICE**

Nil

**11 CONFIDENTIAL MATTERS**

Nil

**The Meeting closed at 6.37pm.**

**The minutes of this meeting were confirmed at the Council Meeting held on 18 October 2022.**

.....  
**CHAIRPERSON**

**4.2 MINUTES OF THE HOSTEL COMMITTEE MEETING HELD ON 28 SEPTEMBER 2022**

**File Number:** D22.73132

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

**Responsible Officer:** Jeff Sowiak, General Manager

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**OFFICER RECOMMENDATION**

1. That the Minutes of the Bidgee Haven Hostel Section 355 Committee meeting held on Thursday 28 September 2022 be received and noted.

**BIDGEE HAVEN SECTION 355 COMMITTEE**

Bidgee Haven Section 355 Committee consists of the Administrator, General Manager and 4 independent members of the community.

The Committee met on Wednesday 28 September to discuss reports regarding the operations, compliance reporting, Committee membership, complaints received and future planning of Bidgee Retirement Hostel.

Minutes of that meeting being attached to this report.

**ATTACHMENTS**

1. Minutes of the Hostel Committee Meeting held on 28 September 2022



# **MINUTES**

**Hostel Committee Meeting  
Wednesday, 28 September 2022**

**Order Of Business**

<b>1</b>	<b>Open .....</b>	<b>3</b>
<b>2</b>	<b>Present .....</b>	<b>3</b>
<b>3</b>	<b>Apologies .....</b>	<b>3</b>
<b>4</b>	<b>Business Arising .....</b>	<b>3</b>
<b>5</b>	<b>Action List.....</b>	<b>3</b>
<b>6</b>	<b>Reports.....</b>	<b>4</b>
	6.1 FOOD AND CATERING SERVICES .....	4
	6.2 HOSTEL COMMITTEEE MEMBERSHIP .....	5
	6.3 BIDGEE HAVEN INFORMATION REPORT .....	6
	6.4 BIDGEE HAVEN COMPLIANCE REPORTING .....	7
	6.5 FUTURE PLANNING FOR HOSTEL.....	7
<b>7</b>	<b>Confidential Matters .....</b>	<b>8</b>
	7.1 COMPLAINT - CARE AND SERVICES PROVIDED TO RESIDENTS .....	8
	7.2 CURRENT STATUS REPORTS BIDGEE HAVEN HOSTEL.....	8
	7.3 BIDGEE HAVEN INCIDENT REPORT .....	8
	7.4 REVIEW BIDGEE HAVEN HOSTEL FUNCTION .....	8
<b>8</b>	<b>Next Meeting .....</b>	<b>9</b>
<b>9</b>	<b>Close.....</b>	<b>9</b>

**MINUTES OF BALRANALD SHIRE COUNCIL  
HOSTEL COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD  
ON WEDNESDAY, 28 SEPTEMBER 2022 AT 2PM**

**1 OPEN**

**2 PRESENT**

Chairperson Mike Colreavy, General Manager Jeff Sowiak, Members - Iain Lindsay-Field, Peter Lawler in person

Members Michelle Straubb, and Phillip Ruddick via zoom

**IN ATTENDANCE:**

Carol Holmes Senior Executive Assistant

**3 APOLOGIES**

Nil

**4 BUSINESS ARISING**

Nil

**5 ACTION LIST**

Nil

## 6 REPORTS

### 6.1 FOOD AND CATERING SERVICES

#### PURPOSE OF REPORT

To report on current arrangements for the service of food to residents of the Hostel.

Discussion:

Mr Lawler enquired about exit interviews when staff resign, do we have them?

Mr Sowiak advised that HR do have a chat with staff when they exit employment, the reasons given have been mostly regarding location or pay rates.

Ms Straubb asked if we have a Plan B in case the cook at the Hostel becomes sick or is on leave, will it come back to the Hospital for catering purposes.

Mr Sowiak advised that staff will cook some meals and may require the hospital for the main meals.

Mr Colreavy advised that it has been made very clear that family rely on residences to have a range of choices for meals.

---

#### COMMITTEE RECOMMENDATION

Moved: Member Iain Lindsay-Field

Seconded: Member Peter Lawler

That the report be accepted and a letter of appreciation be forwarded to MPS for their assistance whilst there was no catering officer at Bidgee Haven Hostel.

## 6.2 HOSTEL COMMITTEE MEMBERSHIP

### PURPOSE OF REPORT

This report addresses a request from the Committee to report on the committee structure and suggestions by the Members concerning additional members and aged advisor consultants to the committee.

Discussion:

Mr Lindsay-Field enquired as to who the Manager of Bidgee Haven Hostel is?

Mr Sowiak advised that Genevieve McConnell is the Co-Ordinator, who reports to General Manager. Therefore in the absence of a hired Manager at Bidgee Haven it falls on the General Manager.

Mr Lawler asked with the resignation of the RN at Bidgee Haven and having no replacement, will this burn out the coordinator.

Mr Sowiak advised that the previous RN position was only a casual position and was employed for 30 hours per fortnight.

Mr Sowiak advised that a Sub-Contractor could refer to anyone that is paid by Council, eg. Plumber, Electrician, Builders etc.

Mr Lawler stated - that if someone was being paid by Council wouldn't this gives them a conflict.

### MOTION

Moved: Member Iain Lindsay-Field

1. To change the wording of the constitution to read - The member of Section 355 committees is not an employee or a Sub-Contractor of Council; and
2. Clarification be provided to the Committee as to who is in the Managers role reporting to this committee, as referred to in Paragraph 8 of the Constitution.

The Motion was **PUT** and **LOST**

Mr Lawler and Mr Lindsay-Field for the Motion

Mr Ruddick, Ms Straubb and Mr Colreavy against the Motion

---

### COMMITTEE RECOMMENDATION

Moved: Member Iain Lindsay-Field

Seconded: Member Michelle Straubb

That the report be received.

### 6.3 BIDGEE HAVEN INFORMATION REPORT

#### PURPOSE OF REPORT

To provide the committee with an update on financial operations at Bidgee Haven Retirement Hostel.

#### REPORT;

The reporting on the financial operations of the Hostel indicates that there is some improvement on the current predicted operating loss. There has been a reduction in excessive overtime as a result of improved rostering. The staff are to be commended for weathering the Covid outbreak and assistance from both the District Health Service and the Commonwealth Rapid response staff has been appreciated.

The trend looks better than expected at this stage.

Discussion:

Ms Straubb enquired why do we go to so much detail in the Financial Reporting for Bidgee Haven to this Committee?

Mr Lawler asked;

- What \$54,000 depreciation was and if the committee could receive line items of the depreciation?
- Council Administration Rates and Charges for Bidgee Hostel Self Care Units, can this figure \$12,300 be explained?
- Are the Units being used for staff at the moment, and are they paying rent?
- Can the Units be leased/rented to pensioners rather than purchasing?

Mr Sowiak advised

1. one unit is currently being used as an emergency accommodation for staff, although agreements have been made to ensure it is available for lease when the need arises.
2. Arrangements can be made to create a rental/lease agreement for pensioners if needed.
3. The rent that staff are currently paying goes back to the Hostel Units.

#### MOTION

Moved: Member Iain Lindsay-Field

Seconded: Member Peter Lawler

That the committee be provided with;

1. A copy of the 2021 and 2022 final financials;
2. Balance Sheets for 2021 & 2022;
3. Breakdown of the 40% oncosts within salaries in the Summary of Revenue and Expenditure of Bidgee Haven Hostel report;
4. Details of Sub-Contractor oncosts;
5. Depreciation Schedules for 2021 & 2022;
6. Breakdown of Council & Admin Charges in the Summary of Revenue and Expenditure of Bidgee Haven Hostel report;; and
7. Sub-Contract Rates/Charges applicable to Residential Units.

---

#### COMMITTEE RECOMMENDATION

Moved: Member Iain Lindsay-Field

Seconded: Member Peter Lawler

That the committee be provided with;

1. A copy of the 2021 and 2022 final financials;
2. Balance Sheets for 2021 & 2022;

3. Breakdown of the 40% oncosts within salaries in the Summary of Revenue and Expenditure of Bidgee Haven Hostel report;
4. Details of Sub-Contractor oncosts;
5. Depreciation Schedules for 2021 & 2022;
6. Breakdown of Council & Admin Charges in the Summary of Revenue and Expenditure of Bidgee Haven Hostel report;; and
7. Sub-Contract Rates/Charges applicable to Residential Units.

#### **6.4 BIDGEE HAVEN COMPLIANCE REPORTING**

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

To review the current status of compliance reporting for the Bidgee Haven Retirement Hostel.

Discussion;

A general comment was made; with the absence of an RN will this burn out the Coordinator, and also, well done to the Hostel Management with so having many green squares on the Compliance Report.

Ms Straubb advised that it is difficult to get different services within MPS also, they have tried different avenues and simply can't get the services here.

There is a private podiatrist that visits MPS, appointments can be made for anyone to attend.

Mr Sowiak advised that he will report back to the committee on the red and amber outcomes of the Compliance Report at the next meeting.

---

##### **COMMITTEE RECOMMENDATION**

Moved: Member Michelle Straubb

Seconded: Member Iain Lindsay-Field

That the report be received and noted.

#### **6.5 FUTURE PLANNING FOR HOSTEL**

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

To consider and decide on priority projects for future consideration for the committee.

Discussion:

All items printed in the agenda are very important and must be dealt with, which will be a lot of work.

Mr Sowiak advised the committee that he encourages training to committee members, which Mr Lindsay-field advised he had some information on trainers. Mr Lindsay-field will forward relevant information to Mr Sowiak.

---

##### **COMMITTEE RECOMMENDATION**

Moved: Member Peter Lawler

Seconded: Member Iain Lindsay-Field

That the Bidgee Haven Retirement Hostel Committee consider future planning proposals as detailed in the report.

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**7 CONFIDENTIAL MATTERS**

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**COMMITTEE RECOMMENDATION**

Moved: Member Iain Lindsay-Field  
Seconded: Member Peter Lawler

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

**7.1 COMPLAINT - CARE AND SERVICES PROVIDED TO RESIDENTS**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

**7.2 Current Status Reports Bidgee Haven Hostel**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

**7.3 BIDGEE HAVEN INCIDENT REPORT**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

**7.4 REVIEW BIDGEE HAVEN HOSTEL FUNCTION**

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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**COMMITTEE RECOMMENDATION**

Moved: Member Iain Lindsay-Field  
Seconded: Member Peter Lawler

That Council moves out of Closed Council into Open Council.

**8 NEXT MEETING**

2pm on Thursday 24 November 2022

**9 CLOSE**

The Meeting closed at 4.13pm.

The minutes of this meeting were confirmed at the Hostel Committee Meeting held on 24 November 2022.

.....  
**CHAIRPERSON**

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

**7 COMMITTEE REPORTS FOR ADOPTION****7.1 BALRANALD BEAUTIFICATION ADVISORY COMMITTEE MEETING HELD ON - 7 SEPTEMBER 2022****File Number: D22.72823****Reporting Officer: Carol Holmes, Senior Executive Assistant****Responsible Officer: Jeff Sowiak, General Manager****OFFICER RECOMMENDATION**

1. That the Minutes of the Balranald Beautification Advisory Committee (BBAC) meeting held on Wednesday 7 September 2022 be received and noted.

**PURPOSE OF REPORT**

To update Council of the BBAC meeting held on Wednesday 7 September 2022.

**REPORT**

BBAC held its meeting in Council Chambers on Wednesday 7 September 2022 and discussed the following;

- Windmill Project, with the proposed location being near the old Jail.
- Kyalite, Balranald, Euston and Hatfield all been given funding for their projects under the SCCF Round 5
- Settlement Strategy Plan Documentation

Committee Priorities being.

- Complete Plants, trees and irrigation systems
- First priority being the Windmill project

Some suggestions from Committee Members present at the meeting for further priorities.

- Footpaths in the future around town for scooters, wheelchairs and prams
- Table and Chairs at the front of the discovery Centre
- Gas Bottles at Discovery Centre having a tidy up
- Rotunda on grass area at Royal Theatre
- Maintenance on Bridge – Shire have spoken to TfNSW

The Committee discussed with Rachael Williams regarding BBAC Priorities which are listed below;

<b>Priority</b>	<b>Rating</b>
Mannings Corner – trees	??
Roses in Main Street	1
Watering System – Main Street and Moa Street	2
Discovery Centre Upgrade – Gas Bottles	4
Windmill Project	Given
Footpath Strategy	DIAP in Hand
Discovery Centre Tables/Chairs	6
Rotunda at Theatre	4
Entrance Signage	Given
Frog Sculptures – tour/trail/ frogville/hollow	5
Public Arts/Silos/Poster-tours	2
Splash Park	3

There were no Recommendations to Council from this meeting.

**ATTACHMENTS**

1. Minutes - BBAC - September 2022 [↓](#) 

**Balranald Shire Council Beautification Advisory Committee - Balranald  
Minutes of Meeting held at the Balranald Shire Council Chambers.  
Wednesday 7<sup>th</sup> September 2022**



**Meeting Opened with Acknowledge of Country recited by Toni Tyrer – Chairperson of the Balranald Shire Council Beautification Advisory Committee – at 17:00hrs.**

**Present:** Connie Mallet – BSC Tourism, Communications and Events Coordinator, Lynne Carter, Sue Morton, Toni Tyrer – Chairperson, Penny Jolliffe, Lea Lawrie, Jeff Sowiak – BSC General Manager, Val Bradbury, Mike Colreavy – BSC Administrator – Via Zoom, and Karen Norfolk – Secretary.

**Guest:** Rachael Williams.

**Apologies:** Gaye Renfrey.

**Minutes Read and Accepted:** Moved by Lea Lawrie and Seconded by Penny Jolliffe.

**Business Arising from Previous Minutes:**

- Jeff Sowiak will chase up with Kerry Jones about the Irrigation System along Moa Street and near FoodWorks and In The Garden.

**CORRESPONDENCE IN:**

- Email from Carol Holmes – Agenda for September’s Meeting.
- Email from Sue Morton – re Agenda for September’s Meeting.
- Email from Lea Lawrie – re agenda for September’s Meeting.
- Email from Carol Holmes – re Financial Report for BBAC.

**CORRESPONDENCE OUT:**

- Email to BBAC Members – BBAC August Minutes.
- Email to BSC, Jeff Sowiak, Carol Holmes, Mike Colreavy, Kerry Jones and Connie Mallet – BBAC August Minutes.
- Email to BBAC Members, BSC, Jeff Sowiak, Carol Holmes, Mike Colreavy, Kerry Jones and Connie Mallet – Agenda for BBAC September’s Meeting.
- Email to Carol Holmes – Financial Report for BBAC.

**Moved by Karen Norfolk and Seconded by Sue Morton.**

**BALRANALD BEAUTIFICATION FINANCIAL STATEMENT:**

- Balance as of Wednesday 7<sup>th</sup> September 2022 – \$16,400.

**Balranald Shire Council Update:**

- Jeff Sowiak had a discussion with Kerry Jones about the location of the Windmill – most Eastern Corner of the Discovery Discover – it was decided that the location was not a good location, as there is too many cables under there and Kerry is not sure how many of them are still a live cable. Proposed new site is near the Old Jail, so everyone can see the Windmill from all directions.
- Kyalite, Balranald, Euston and Hatfield have all been given funding for their projects under the Stronger Country Community Fund Round 5.
- The Settlement Strategy Plan Documentation has been fine-tuned and is now on public display for discussion/comment from the general public.

**WINDMILL PROJECT UPDATE:**

- Connie Mallet will catch up with David Eastburn about the signage for the Windmill and the costing of the Signage. Connie will also ask David if he has spoken to Adrian Gorman about the history/story of the Windmill.
- Connie will also chase up the Shire about the costing of everything that she had emailed over to Kerry Jones.

- Errol Bradbury will email Connie his costing/quote for the repairs of the Windmill.
- Connie suggested that we start looking into having an official launch for the Windmill, so we need to work out costing for the launch to go into the Grant for the Windmill.

**COMMITTEE PRIORITIES:**

- Toni Tyrer would like to see us finish off the plants, trees and irrigation system, as this has been an ongoing discussion for a while now. All in agreement to make this our first priority as we continue along with the Windmill Project.
- Toni went around the room asking the Committee Members what do they see as a priority for the BBAC work towards. Sue Morton would like to see more footpaths in the future around town for scooters, wheelchairs and prams (Jeff Sowiak took note of this for the Shire to look at in the future). Penny Jolliffe would like to see table and chairs at the front of the Discovery Centre. Lea Lawrie was wondering if the gas bottles at the Discovery Café could be tidied up – maybe hidden by a screen with access to the bottles. Lynne Carter would like to see a Rotunda on the grass area of the Royal Theatre.
- The Shire has spoken to RMS again about the maintenance of the bridge (re letter sent to BBAC), as Val Bradbury would like to see the bridge tidied up.
- Everyone in attendance at this meeting had a discussion with Rachael Williams about the BBAC Priorities. Results of discussion are in the photo at the end of these minutes.

**RECOMMENDATIONS:**

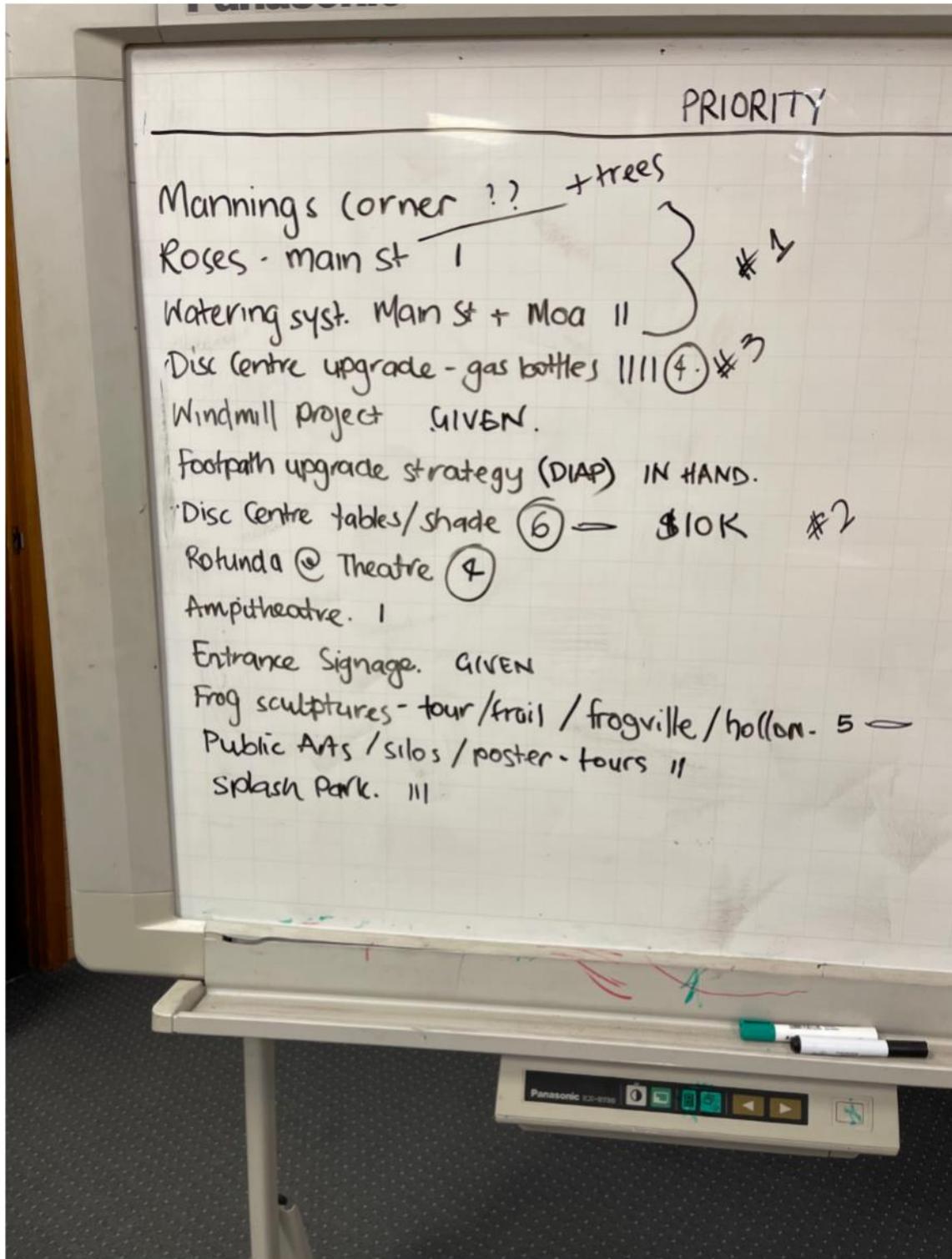
- NIL

**ITEMS WITHOUT NOTICE:**

- Penny Jolliffe to chase up what type of trees are planted in the Main Street, as the Committee is pretty sure they are not gum trees.

**Next Meeting:** Wednesday 5<sup>th</sup> October 2022 at 5:00pm at the BSC Chambers

**Meeting Closed:** 18:45hrs.



**7.2 KYALITE PROGRESS & RECREATION RESERVE ASSOCIATION ANNUAL GENERAL MEETING HELD ON WEDNESDAY 27 JULY 20022**

**File Number:** D22.72824

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

**Responsible Officer:** Jeff Sowiak, General Manager

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**OFFICER RECOMMENDATION**

1. That the Minutes of the Kyalite Progress & Recreation Reserve Association meeting held on 27 July 2022 be received and noted.

**REPORT**

The Kyalite Progress & Recreation Reserve Association (KPRRA) held their Annual General Meeting on Wednesday 27 July 2022.

KPRRA commenced in 1967 initially forming as a Section 355 Committee with the purpose of maintaining the Kyalite Hall and Recreation Reserve. Since this time the KPRRA has worked to improve, maintain and advocate for the Kyalite community. Achievements have included the restumping of the Kyalite Community Hall, cementing of the boat ramp and ongoing improvements to the ANZAC Memorial Park.

KPRRA is a committee of Murray River Council, although part of Kyalite is in Balranald Shire Council. Balranald Shire did commit \$30,000 through grant funding for the construction of the concrete stairs and handrail at the Kyalite Boat Ramp. Extra funds have been secured for solar lighting, information bay signage and ANZAC Park fencing.

The major achievement that this committee has achieved was the development of the Kyalite Strategic Plan with the main areas of concern being identified as;

- Town Water
- Rubbish Collection
- Kyalite Hall
- Riverside Development.

**ATTACHMENTS**

1. **Minutes - AGM - Kyalite Progress & Recreation Reserve Association - July 2022** [↓](#) 
2. **Kyalite Progress & Recreation Reserve Association - KPRRA - Strategic Masterplan V4 - September 2022** [↓](#) 

## Annual General Meeting Minutes Kyalite Progress & Recreation Reserve Association Wednesday 27<sup>th</sup> July 2022

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**Location:** Kyalite Hotel

**Time:** 6:30pm

1. **Opening of Meeting:** 6:36pm

**Attendees:**

Josh Standen, Stuart Carmichael, Andrew Bowring, Joel Butcher, Craig Hoare, Gavin Spinks, Neville Bruton, Margie Bruton, Brad Rae, Bailey Sobey, Riley Squires, Adam Sobey, Jodie Soraggi.

2. **Apologies:**

John Standen, Greg & Sally Rae, Mon Carmichael.

3. **Minutes of AGM held on 8<sup>th</sup> April 2021.**

Acceptance of minutes as true & correct, moved Stuart Carmichael, 2<sup>nd</sup> Josh Standen. No matters arising.

4. **Chairperson's report - Joel Butcher**

Major achievement over the last year was the development of the Kyalite Strategic Plan. The main areas of concern identified are:

- Town water
- Rubbish collection
- The Kyalite Hall
- Riverside development

The plan will be sent to both councils (Balranald & Murray River), the strategic plan is a living document that should guide the committee going forward and support councils to gain and allocate funding.

Joel reported he had a meeting with Anne Crowe (MRC councillor) regarding ongoing management of the Hall. The MRC are preparing a condition report. They also discussed the boundary (SIX maps?) and water at the hall, MRC do not have a works approval or a pump for a water supply to the hall.

Balranald Shire Council have acquitted the \$30,000 grant with the construction of the concrete stairs & handrail. Thanks to Stuart & Andrew for arranging and completing this project. Next to come are solar lighting, info bay signage & ANZAC park fencing. Funds have been secured for the lights and signage, still working on funding for the fencing. Thanks to Mon.

\$2000 was granted from Sunraysia Solar Farm for two lights at the boat ramp.

Stuart moved that the report be accepted, 2<sup>nd</sup> by Jodie.

5. **Secretary/Treasurers Report – Simone C**

Moved Craig, 2<sup>nd</sup> Josh.

**6. Election of Office Bearers**

Positions were declared vacant, and nominations called for President. No nominations were received, and Joel Butcher agreed to continue as president.

No new nominations for secretary/treasurer position. Mon Carmichael agreed to return in this position.

**7. Election of Committee**

Joel thanked the committee for their attendance at meetings and reminded members that a quorum is 50% +1 so important to turn up.

2022 Committee Members; - Josh Standen  
- Stuart Carmichael  
- Jodie Soraggi  
- Andrew Bowring  
- Ange Spinks  
- Steve Bulmel  
- Craig Hoare  
- Brad Rae  
- John Standen  
- Greg Rae

**8. General Business**

WINDLAB – have \$40K to distribute among the community, i.e. Balranald Council/ Murray River Council / Balranald Inc. / Kyalite Progress Assoc. WINDLAB are currently drafting some documents which will show how that funding might look, and how it may be spread among these groups.

INCORPORATION – Joel raised the possibility of KPA becoming an Incorporated group, e.g. “Kyalite Inc.” It would mean the committee could apply for government grants directly, and also apply for grants from businesses such as WINDLAB. The responsibility of maintaining the hall under S355 of Murray River Council could possibly be done as a sub-committee of Kyalite Inc.

Joel moved a motion “That we investigate incorporation and speak to MRC to ensure they are happy for S355 to become a sub-committee of the incorporation. 2<sup>nd</sup> Josh.

RIVERSIDE PROJECT – Leadsun have provided an updated quote for four solar lights on poles installed, \$19,500. Mon to follow up other quotes. Carmichael Soil & Toil installed the handrail on the steps, Joel concerned with people swinging off them causing damage. KPA will look for some additional funds to reinforce the handrails.

WORKING BEE – Sunday 4<sup>th</sup> September. Main job to install car park guard railing. Another day may be needed for other jobs.

KYALITE HALL - POWER BILL – It was suggested that KPA approach Origin Energy to waive some of the power connection service charge to the hall. Joel inclined to wait until we receive the condition report from MRC.

KYALITE HALL – WATER SUPPLY – Following last committee meeting, Anne Crowe suggested we approach MRC for assistance in obtaining a works approval for water at the hall.

**9. Meeting Closed: 7:13pm**

# Kyalite Progress & Recreation Reserve Association Strategic Masterplan 2022-2024

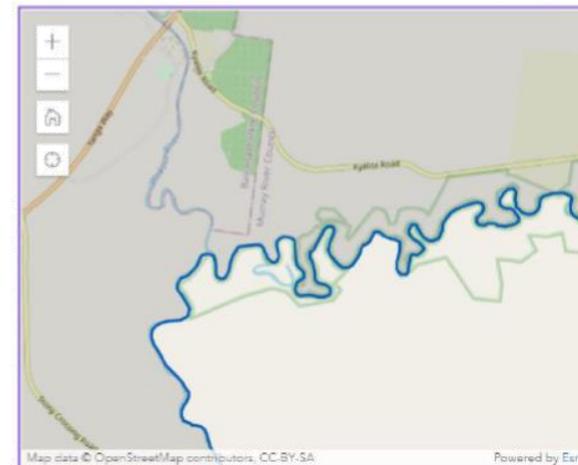
## INTRODUCTION

The Kyalite Progress & Recreation Reserve Association (KPRRA) commenced in 1967 initially forming as a Section 355 Committee with the purpose of maintaining the Kyalite Hall and Recreation Reserve. Since this time the KPRRA has worked to improve, maintain and advocate for the Kyalite community. Achievements have included the restumping of the Kyalite Community Hall, cementing of the boat ramp and ongoing improvements to ANZAC Memorial Park.

Despite burgeoning industry and agricultural growth the Kyalite community has experienced a prolonged period of population decline, the loss of services such as the Kyalite Store and the demise of community events and activities including tennis and cricket.

Australian Bureau of Statistics Census data was reviewed, but changes to the 'geographical area' considered Kyalite made it impossible to gauge population changes prior to 2016. Certainly in 2016 the Kyalite State Suburb (shown in the image above right) was considered home to 82 people with a median age of 40 years. Of these 82 residents 58.8% were male and the remaining 41.3% were female. Data from the 2021 Census confirmed the Kyalite population as stable with 87 people identifying as residents. The median aged had decreased to 34 years (from 40 years). Of these 87 residents 64.4% were male and the remaining 35.6% were female – showing an increase in the prevalence of males.

The Kyalite Progress & Recreation Reserve Association (KPRRA) Community Strategic Masterplan is a considered plan which aims to both capitalise on the community's growing opportunities and reverse a trend of loss.



## METHODOLOGY

The Kyalite Progress & Recreation Reserve Association (KPRRA) Community Strategic Masterplan was drafted through a three-stage process commencing in late 2021 through to early 2022.

Firstly, an online survey was designed and circulated between the 17<sup>th</sup> November and 13<sup>th</sup> December 2021. The survey was also made available in hard copy. In total 14 community members completed the survey. Analysed survey data is presented in Appendix 1.

The second opportunity for community input was through a session held at the Kyalite Pub (15<sup>th</sup> December 2021), where survey findings were fed back and further ideas and thoughts were gathered. The key message from this session was for a continued focus on reliable power and water. A total of 12 community members attended this event.

The final stage in drafting the KPRRA Kyalite Community Strategic Masterplan was a facilitated session on the 9<sup>th</sup> February 2022. During the facilitated session all ideas and opportunities presented throughout stages 1 and 2 were consolidated and discussed amongst the 11 community members present. A copy of the consolidated list of all ideas can be found in Appendix 2. The 11 community members present were given 5 votes to allocate across their perceived priority areas. How these votes were distributed across the consolidated list is also shown in Appendix 2.

This draft Community Strategic Masterplan was then reviewed and finalised by the Kyalite Progress & Recreation Reserve Association at their next meeting, held on the ??

**PRIORITY 1 - Reliable town raw water supply**

A reliable town raw water supply for the Kyalite village was identified as the highest priority by the KPRRA and the broader Kyalite community (receiving 13 votes during the planning session on the 9<sup>th</sup> February 2022). The Kyalite village is understood to be the area on both sides of the Wakool River. On the Balranald Shire Council side this includes those residences from the Bridge to the Kyalite Pub. On the Murray River Council side of the river this includes residences from the bridge and stretching 3km along River Road, including the Kyalite Community Hall and Recreation Reserve.

**OBJECTIVE:** to consolidate the current raw water delivery system where each residence provides and manages its own water supply to a system where a single pumping station on each side of the river provides a unified supply to all eligible residences (unless the resident 'opts out').

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
1. Review State and Local Government regulations regarding raw water delivery	<ul style="list-style-type: none"> <li>- Review regulations regarding responsibilities for the delivery of raw water supply to villages</li> <li>- Engage representative within both Balranald Shire Council and Murray River Council to confirm responsibilities and any commitment to delivery, gauge any support available (financial or in kind)</li> </ul>	<ul style="list-style-type: none"> <li>- Clear understanding of rights</li> <li>- Understanding of both Councils' position on the delivery of raw water and any support they might offer (in writing)</li> </ul>		
2. Map scale and number of water 'supply' points required including existing residences, potential future residential areas and businesses	<ul style="list-style-type: none"> <li>- Working group (of KPRRA members &amp; community representatives) complete a count of residences on each side of the river, map existing individual pump sites and licencing structures (currently only the Recreation Reserve in understood to hold a WAL, all other resident's pump a Stock and Domestic supply [limit of 3 megalitres per block annually – not metred])</li> <li>- Both Councils to provide area maps outlining land zones, including those zones eligible for re-zoning to residential. From this 'zone' advice estimate potential for growth in raw water supply demand</li> <li>- Understand the raw water needs of businesses such as Kyalite Pub and Caravan Park, Pearsons Grain etc</li> </ul>	<ul style="list-style-type: none"> <li>- Working group formed</li> <li>- Understanding of current and potential land zoning</li> <li>- An accurate count of the current and potential future residences within the Kyalite village area (as agreed)</li> <li>- Understanding of local business needs</li> <li>- Formulation of 'supply demand case' foe each side of the river</li> </ul>		
3. Develop a design brief, advertise for and engage water system designer	<ul style="list-style-type: none"> <li>- Working group draft a design brief to include all information from Action 2 (above) and guidance regarding the preferred model of supply – suggestion for a low-pressure supply pumped to storage tanks at each individual residence (who then provide their own pressure system) as opposed to a single continuous high-pressure system.</li> </ul>	<ul style="list-style-type: none"> <li>- Design brief written</li> <li>- List of potential designers developed</li> </ul>		

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
	<ul style="list-style-type: none"> <li>- Brief to outline following expectations of engineer including advice re locations (both sides of river) delivery system, scale, power supply etc</li> <li>- List of potential water system designers developed, those agreed are sent the design brief. Applicants reviewed, successful applicant selected</li> </ul>	<ul style="list-style-type: none"> <li>- Design brief circulated to selected water system designers</li> <li>- Successful designer engaged</li> </ul>		
4. Review and select preferred system design	<ul style="list-style-type: none"> <li>- Working group review system design(s) submitted</li> <li>- Select preferred design</li> </ul>	<ul style="list-style-type: none"> <li>- System designs received</li> <li>- Preferred design selected</li> </ul>		
5. Explore funding opportunities to support financing selected design	<ul style="list-style-type: none"> <li>- Connect with NSW Rural Fire Service to explore opportunity for partnership (NSW RFS currently funding the installation of large water storage tanks as back up water in times of need)</li> <li>- Explore any possible contribution from local / state governments</li> <li>- Based on support from outside funding determine individual cost of unified supply. Consider model for sharing of costs for residents who join the system at later times (perhaps a joining fee and annual contribution for maintenance??)</li> </ul>	<ul style="list-style-type: none"> <li>- Connection made with NSW RFS, eligibility for funding stream determined</li> <li>- Government funding streams explored</li> <li>- Model to fund water system developed and implemented</li> </ul>		

Notes

**PRIORITY 2 - Further development of Kyalite Memorial Park / ANZAC Park and River Foreshore**

Further development of Kyalite Memorial Park / ANZAC Park and River Foreshore was the second highest ranking priority with 12 votes. This development is detailed in Appendix 3 – ‘Kyalite Memorial Park and River Foreshore Masterplan.pdf’ which details development stages 1 through 3.

Stage 1 is already completed and includes the concrete boat ramp, bitumen access and river foreshore parking, BBQ and seating area, redgum steps from BBQ area to boat ramp, and floating pontoon.

Funding has been secured for Stage 2 (approximately \$90,000 in total with two funding streams of \$30,000 and \$32,000 both being held by Balranald Shire Council and the remainder as in-kind contributions). Stage 2 includes concrete steps linking river foreshore to ANZAC Park, pathway, 6m x 8m interpretive shelter, large off-road parking area, lighting, seating and landscaping.

Stage 3 will include the installation of public toilets and showers, further upgrades to ANZAC Park including fencing, seating and gardens and fencing around the carpark area.

Progress to date and actions to support Stages 2 and 3 are detailed in the table below.

**OBJECTIVE:** Further development of Kyalite Memorial Park / ANZAC Park and River Foreshore to achieve infrastructure, installations and landscaping as documented in the ‘Kyalite Memorial Park and River Foreshore Masterplan’ created by KPRRA and Balranald Shire Council (Appendix 3).

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
1. Map progress of Stage 2 developments	<ul style="list-style-type: none"> <li>- Stage 2 elements completed include: Large off-road parking area.</li> <li>- Stage 2 elements in progress include: Concrete steps</li> <li>- Stage 2 elements yet to commence include: Pathways, info shelter, solar lighting, seating &amp; landscaping.</li> </ul>	<ul style="list-style-type: none"> <li>- Clear understanding of progress to date and work remaining on Stage 2</li> </ul>		
2. Outline actions required to complete outstanding elements of Stage 2.  Complete Stage 2	<ul style="list-style-type: none"> <li>- Concrete steps linking river foreshore to ANZAC Park – tasks required to completion:                             <ul style="list-style-type: none"> <li>a. Mark-out and site prep (earthworks &amp; formwork)</li> <li>b. Pour concrete</li> </ul> </li> <li>- Pathway – tasks required to completion:                             <ul style="list-style-type: none"> <li>c. Secure donation of suitable path material</li> <li>d. Excavation, borders and spread path material</li> <li>e. Purchase and install solar lighting</li> </ul> </li> <li>- 6m x 8m interpretive shelter – tasks required to completion:                             <ul style="list-style-type: none"> <li>f. Mark out, formwork &amp; pour concrete slab</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Concrete steps linking river foreshore to ANZAC Park completed</li> <li>- Pathway completed</li> <li>- 6m x 8m interpretive shelter completed</li> </ul>		

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
	<ul style="list-style-type: none"> <li>g. Gather info and material to be incorporated</li> <li>h. Engage signage design &amp; production contractors</li> <li>i. Build signage frame and shelter</li> </ul>			
<p>3. Outline actions required to complete all elements of Stage 3.</p> <p>Complete Stage 3</p>	<ul style="list-style-type: none"> <li>- Installation of public toilets and showers – tasks required to completion:                             <ul style="list-style-type: none"> <li>j. Explore eco-friendly shower and toilet options</li> <li>k. Determine power and sewage supply infrastructure</li> <li>l. Purchase showers and toilet, install</li> </ul> </li> <li>- Further upgrades to ANZAC Park including fencing, seating and gardens – tasks required to completion:                             <ul style="list-style-type: none"> <li>m. Secure funding</li> <li>n. Source fencing material, install</li> <li>o. Determine, purchase and install solar lighting</li> <li>p. Determine, purchase and install seating</li> <li>q. Design and undertake landscape, purchase suitable plants</li> </ul> </li> <li>- Fencing around the carpark area – tasks required to completion:                             <ul style="list-style-type: none"> <li>r. Fencing materials (guard railing) has been procured</li> <li>s. Install fencing</li> </ul> </li> <li>- Overarching tasks                             <ul style="list-style-type: none"> <li>t. Pursue funding streams listed in column (far right)</li> <li>u. Complete all relevant Development Applications</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Funding secured</li> <li>- Development Applications completed and approved</li> <li>- Public toilets and showers installed and operational</li> <li>- Fencing, lighting, seating and landscaping of ANZAC Park completed</li> <li>- Fencing around carpark area completed</li> </ul>		<ul style="list-style-type: none"> <li>- Maritime NSW 'Boating Now' funding</li> <li>- RSL funding to upgrade ANZAC Day facilities</li> <li>- WindLab</li> </ul>

Notes

**PRIORITY 3 - NSW National Parks and Wildlife Service increase investment in Kyalite land reserves**

The increased investment of NSW National Parks and Wildlife Service (National Parks) in the land reserves surrounding Kyalite (including signage, roads and rubbish) was voted as an equal third priority (alongside reliable phone service and a rubbish collection service), with eight votes.

**OBJECTIVE:** To work with NSW National Parks and Wildlife Service to achieve agreement in and commitment to a standard of investment and maintenance in the land reserves surrounding Kyalite.

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
1. Understand the role and commitment level to be expected from National Parks in land reserve management	<ul style="list-style-type: none"> <li>- Land reserves are gazetted as 'regional parks' within the NSW National Parks and Wildlife Service 'parks hierarchy'. Reserves were implemented to provide 'visitation' opportunities for communities (with lower 'conservation' value of gazetted 'national parks'), as such the investment of National Parks resources in Regional Parks is limited.</li> <li>- Confirm level of investment in and maintenance of land reserves to be expected from National Parks for the Kyalite reserves.</li> </ul>	<ul style="list-style-type: none"> <li>- Understand the NSW National Parks and Wildlife Service parks hierarchy, management and funding model</li> <li>- Understand servicing of land reserves</li> </ul>		
2. Contribute to the development of Management Plans for the Kyalite land reserves	<ul style="list-style-type: none"> <li>- Recognise the Regional Park reserves surrounding Kyalite are operating within an 'interim management plan'. Work with National Parks representative Simone Carmichael to understand timeframes for, and opportunities to, provide community input into the final statutory Plan of Management for reserves in the Kyalite area</li> </ul>	<ul style="list-style-type: none"> <li>- KPRRA is engaged in and able to influence the development of the Plan of Management for reserves in the area</li> </ul>		
3. Connect with National Parks in a unified and coordinated way to discuss land reserve issues and solutions	<ul style="list-style-type: none"> <li>- KPRRA in conjunction with any landholders adjacent to the National Parks land reserves surrounding Kyalite form a working group to comprehensively brainstorm reserve management issues and solutions</li> <li>- Connect with key staff within the local and regional National Parks hierarchy</li> <li>- Plan a coordinated presentation of identified issues and solutions to the National Parks senior management</li> <li>- Reach agreement with National Parks senior management regarding 'issues and solutions' workplan and timeframes</li> </ul>	<ul style="list-style-type: none"> <li>- Key reserve management issues and solutions identified</li> <li>- Key local and regional National Parks staff identified</li> <li>- Coordinated issues and solutions presented to National Parks senior management, timeframe and workplan agreed</li> </ul>		
4. Preliminary reserve management issues and solutions	<ul style="list-style-type: none"> <li>- During the 9<sup>th</sup> February 2022 session the following reserve management issues and solutions were identified:</li> </ul>	<ul style="list-style-type: none"> <li>- Land reserve maps developed</li> </ul>		NSW National Parks and Wildlife Service may

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
	<ul style="list-style-type: none"> <li>a. Develop clear maps identifying all Kyalite Regional Park reserves (note Simone has provided an initial basic map – see Appendix 4 Kyalite camps Public Info.pdf). These maps should identify reserve areas, key roads, rubbish collection points and emergency meeting points. This map should be included on the Interpretive signage at ANZAC park and in printed form from the Kyalite Pub</li> <li>b. Name the accessible Regional Park reserves (Balranald Shire side)</li> <li>c. Rubbish management / removal. Research and confirm funding model for the placement of skip bins at the main reserve entrance points. A space should be cleared at the main roadside (entrance point) for skip bin placement</li> <li>d. Entrance points (identified by skip bin placement) should also allow for the creation of designated emergency meeting points with signage (to facilitate emergency services reaching reserves in the event of an accident, injury, illness). Signage should include clear directions / longitude and latitude</li> <li>e. Meet with Emergency Services to ensure key information needed for services is included in mapping and signage resources</li> <li>f. Roadways internal to the land reserves are maintained to an agreed level (reflecting use and resourcing). Correspondence with National Parks regarding this issue should highlight this as both a safety and fire management issue. It was noted that boundary fire breaks could also be used as roads and National Parks would support this</li> </ul>	<ul style="list-style-type: none"> <li>- Land reserves named for clarity of signage etc</li> <li>- Rubbish removal strategy developed and implemented (i.e. skip bins organised and funding sourced)</li> <li>- Emergency meeting points identified, sign posted, and included on maps</li> <li>- Local emergency services informed of Emergency meeting points, mapping documents shared with services (seek advice pre mapping to ensure essential information is captured)</li> <li>- Internal land reserve roads are considered and a standard of maintenance commensurate with their use is agreed</li> </ul>		<p>consider funding based on the safety and fire management benefits provided by clearer mapping</p>

Notes

**PRIORITY 4 - Kyalite Village Rubbish Service**

The provision of a Kyalite village rubbish service (via a skip bin system) was voted as equal third priority with eight votes (alongside reliable phone service and increased investment in river reserves by the National Parks). Whilst the survey identified demand for a rubbish service both through collection of individual bins from households and via a communal skip bin those present at the planning session on the 9<sup>th</sup> February agreed the communal skip bin was the most feasible option.

**OBJECTIVE:** To provide a skip bin facility for town rubbish in a central location for the community.

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
1. Determine skip bin supply and schedule	<ul style="list-style-type: none"> <li>- In consultation with Council determine adequate Cleanaway skip bin supply, schedule and costs</li> <li>- Determine funding model</li> <li>- Agree to best waste removal plan and implement</li> </ul>	<ul style="list-style-type: none"> <li>- Skip bin supply and costs clarified</li> <li>- Supply model, including funding, agreed and implemented</li> </ul>		
2. Develop waste removal plan for peak times	<ul style="list-style-type: none"> <li>- Contact Murray River and Balranald Shire Councils regarding support for a waste removal strategy during peak times (including Easter and long weekends)</li> </ul>	<ul style="list-style-type: none"> <li>- Both Council's commit to and deliver an extra waste removal effort for the Kyalite community during peak times</li> </ul>		

**Notes**

**PRIORITY 5 - Reliable Phone Service**

Advocacy to achieve reliable phone service (specifically Telstra) was also voted as equal third priority with eight votes (alongside town rubbish service and increased investment in land reserves by the National Parks).

**OBJECTIVE:** Secure a Telstra 'tower' for the community of Kyalite in order to achieve a reliable phone and internet service.

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
1. Understand background to date	<ul style="list-style-type: none"> <li>- Kyalite has an Optus tower and for those user's service is largely reliable</li> <li>- Telstra landline and internet service is 'terrible' and can be lost for up to a week every month</li> <li>- Telstra came to the Kyalite community about 25 years ago when a tower was initially requested, it was not considered commercially viable at that stage and the community was informed they would need to contribute (Mike Moody, Telstra, Mildura)</li> <li>- Current Exchange on the rise (Yanga Way) is identified as the ideal location for the placement of a tower if use of the existing tower is not an option</li> </ul>	<ul style="list-style-type: none"> <li>- KPRRA understand advocacy and effort to date</li> </ul>		
2. Develop a plan to advocate for improved phone service	<ul style="list-style-type: none"> <li>- Contact Claire Butler regarding advice on advocacy strategy including key local, state and national government representatives / members, rights regarding communications infrastructure and ombudsman role</li> </ul>	<ul style="list-style-type: none"> <li>- Contact made with Claire Butler</li> <li>- Key contacts gathered</li> <li>- Advocacy plan developed</li> </ul>		
3. Implement advocacy plan	<ul style="list-style-type: none"> <li>- Identify KPRRA member to lead advocacy plan. This member to then provide updates to KPRRA meetings</li> </ul>	<ul style="list-style-type: none"> <li>- Advocacy plan implemented</li> <li>- Progress monitored</li> </ul>		

**Notes**

### PRIORITY 6 - Maintenance of the Kyalite Hall & Recreation Precinct

Although voted a lower priority by the community, the renovation and maintenance of the historic Kyalite Hall and sporting recreation precinct is an important function of the committee. KPRRA has been appointed a Section 355 committee of Murray River Council. Section 355 (b) of the NSW Local Government Act 1993 makes provision for Council to delegate certain functions to Committees to provide these on behalf of the Council.

**OBJECTIVE:** To restore and maintain the Kyalite Hall and adjacent sporting recreation precinct to allow community functions and events to be hosted in appropriate facilities.

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
1. Contact relevant council staff to assess current condition and prioritise works.	<ul style="list-style-type: none"> <li>- Site meeting with Anne Crowe Murray River Council as Council representative of 355 Committee</li> <li>- Discuss the opportunity for redevelopment of a multi-purpose complex</li> <li>- Gain Council contacts for site plans, water / pump works supply and asset appraisal</li> </ul>	<ul style="list-style-type: none"> <li>- Contact and meeting with Anne Crowe</li> <li>- Murray River council support of a multi-purpose complex</li> <li>- Understanding pump works and water supply</li> <li>- Understanding ground boundaries for site planning</li> <li>- Council report of current asset dilapidation / repair / condemn</li> </ul>		
2. Develop a masterplan for the precinct	<ul style="list-style-type: none"> <li>- Following Council's input to action 1. Draft a list of areas / items that require further attention and list of tasks</li> <li>- Draft a site plan for a multi-use ground and display for public comment</li> <li>- Draft a comments form for community feedback</li> <li>- Community consultation meeting for the draft masterplan</li> <li>- Look for funding options with Council and area government</li> </ul>	<ul style="list-style-type: none"> <li>- List of areas / items to address in the master plan</li> <li>- Committee working bee to discuss draft site plan for redevelopment</li> <li>- Draft site plan developed and displayed for public comment</li> <li>- Feedback obtained and analysed</li> <li>- Community meeting held to finalise master plan for site</li> </ul>		

Actions	Prerequisites and Tasks (person[s] responsible)	Measuring Success	Time frame	Costs / Funding opportunities
		- A list of funding options / opportunities		
3. Resolve water supply issue	- As per PRIORITY 1 - Reliable town raw water supply	- Raw water supply option implemented or resolved not to be obtainable at present time		
4.	-	-		

### Overarching Tasks:

Governance model to enable the work of the KPRRA – note the Recreation Reserve is a Section 355 committee of Murray River Council, whereas the Kyalite Progress Association is an unincorporated organisation. Further research regarding the best governance model for the work and objectives of the KPRRA is required.

**ALIGNMENT TO COUNCILS' COMMUNITY STRATEGIC PLANS (BALRANALD AND MURRAY RIVER)**

Every council in NSW is required to develop a Community Strategic Plan (CSP) as their highest-level plan. The purpose of the Community Strategic Plan is to identify the community's main priorities and aspirations for the future, and plan strategies to achieve them. In doing so the CSP addresses four key questions:

1. Where are we now?
2. Where do we want to be in 10 years' time?
3. How will we get there?
4. How will we know when we have arrived?

As part of the mandated Integrated Planning and Reporting (IP&R) Framework, the Community Strategic Plan requires a supporting 4-year Delivery Program and a 1-year Operational Plan and Budget. Every year Council is committed to reporting to the community on the implementation progress of the Delivery Program and the 1-year Operational Plan and Budget. Additionally, every four years when a new Council is elected, the CSP is reviewed with the community and updated, if required – adding an extra four years to the timeframe so that there is always a current minimum 10-year Plan.

The Community Strategic Plan must incorporate the following principles:

- Identification and prioritisation of key local community needs and aspirations and consideration of regional priorities
- Identification of strategic goals, needs and aspirations
- Development of activities and prioritisation of actions, to work towards strategic goals
- Long term strategic goals and activities are achieved within Council resources
- Regular review to evaluate progress towards achieving strategic goals
- Utilisation of an integrated approach to planning, delivering, monitoring and reporting on strategic goals
- Collaboration with others to maximise achievement of strategic goals
- Management of risks to the local community, Council and area in an effective and proactive way
- Appropriate evidence-based adaptations to meet changing needs and circumstances

## Murray River Council Community Strategic Plan - 2022-2032

### Community Vision

*Murray River Council has vibrant, diverse and cohesive communities. We are supported by strong local business and primary industries. We value our beautiful waterways and natural surrounds.*

### Our Mission

*To work with each of our unique communities to foster economic growth and prosperity, support community health and wellbeing, and protect and enhance our environment.  
While planning effectively for the future to ensure appropriate infrastructure and services that will support quality lifestyles and provide recreational opportunities for our Murray River community (for all ages).*

The current Murray River Council Community Strategic Plan – 2022-2032 identifies seven themes (highlighted goals are of particular alignment to a KPRRA Masterplan Priority):

1. A place of Environmental Sensitivity - Working together as a community to protect and enhance our natural and built environment for the future. Theme 1 includes the following goals:
  - Facilitate circular economy;
  - Protect, enhance and sustain the natural environment (PRIORITY 3);
  - Plan for the impacts of climate change; and
  - Increase awareness and education for environmental sustainability.
2. A place of Progressive Leadership - We will plan and advocate for the changing needs of our community through effective and engaging leadership. Theme 2 includes the goals of:
  - Deliver exceptional and consistent service to our internal and external community;
  - Continue to be a trusted and ethical leader that leads by example;
  - Provide clear, concise and consistent information that is easily accessible to our customers; and
  - Achieve community driven results through collaboration and engagement (community and stakeholders).
3. A place of Liveable Communities - Well-planned, safe and accessible public spaces and facilities built with a strong sense of identity and place. Theme 3 includes the following goals:
  - Create and maintain safe and accessible community spaces that enhance healthy living and promote active lifestyles (PRIORITIES 2 and 3);
  - Enable development of sustainable liveable communities;
  - Deliver best practice and compliant waste and recycling service and infrastructure that meets community needs (PRIORITY 4);
  - Strategic planning which produces consistent, strategic, transparent outcomes; and

- Update and review our open spaces to reflect community wants and needs (PRIORITY 2).
4. A place of inclusion, culture & wellbeing - A welcoming, healthy and diverse community that celebrates culture and history and is supported by accessible services. Theme 4 includes the following goals:
- Develop community led strategy with a focus on social connections / social fabric and a sense of belonging;
  - Foster and develop strategy to recognise and celebrate our rich heritage and indigenous culture;
  - Actively promote and resource educational pathways into (working with) Council (retain and attract new people);
  - Support existing and new art projects and diverse community events (PRIORITY 2); and
  - Facilitate and advocate for accessible health and wellbeing services based on local community needs.
5. A place of Prosperity and Resilience - Champion business, innovation, and technology to stimulate local economic development. Theme 5 includes the goals of:
- Encourage and support economic development across the region;
  - Continue to develop strong and resilient communities;
  - Promote and grow tourism across the region (PRIORITY 3); and
  - Partner with industry, community, and government organisations to promote and nurture innovation.
6. Connected Communities - Enable integrated, safe and reliable transport and advocate for communications infrastructure. Theme 6 includes the goals of:
- Develop strategies to deliver road and shared pathway infrastructure that is accessible to all (PRIORITY 3);
  - Advocate for and facilitate reliable communications infrastructure (PRIORITY 5);
  - Advocate for improved public transport; and
  - Enable commercial transport and connection opportunities.
7. Tomorrow's Technologies - Ensure the region is well placed to embrace emerging and disruptive technologies such as Artificial Intelligence and Deep Learning. Theme 7 includes the goals of:
- Embed a geospatial driven system into Council processes, including public interface;
  - Explore technologies to forecast possible future opportunities;
  - To encourage, educate and enable environmentally sustainable approaches to energy management; and
  - Monitor and assess emerging global technology trends.

## Balranald Shire Council Community Strategic Plan - 2022-2032

### Community Vision

*In Balranald Shire we grow and develop our lifestyle, our services, our businesses, our infrastructure, our natural environment and our Council to support a thriving, resilient and engaged community”.*

The current Balranald Shire Council Community Strategic Plan – 2022-2032 (currently in DRAFT) identifies six pillars (highlighted objectives are of particular alignment to a KPRRA Masterplan Priority):

1. OUR LIFESTYLE – Pillar 1 includes the following Objectives:
  - Objective 1.1 – Maintaining and beautifying our town centres (PRIORITIES 1 and 4)
  - Objective 1.2 – Improving access to a diverse range of housing opportunities
  - Objective 1.3 – Improving local access to education and careers
  - Objective 1.4 – Promoting community safety (PRIORITY 5)
2. OUR COMMUNITY – Pillar 2 includes the following Objectives:
  - Objective 2.1 Focus on community inclusion and wellbeing
  - Objective 2.2 Innovate and improve community services, activities and events (PRIORITIES 2 and 3)
  - Objective 2.3 Provide opportunities for sport and recreation across the shire (PRIORITIES 2 and 3)
  - Objective 2.4 Encourage local culture and opportunities for artistic expression
3. OUR ECONOMY - Pillar 3 includes the following Objectives:
  - Objective 3.1 Support the expansion of our local industries (PRIORITY 5)
  - Objective 3.2 Nurture local businesses
  - Objective 3.3 Increase tourism and visitation to the area (PRIORITIES 2 and 3)
4. OUR INFRASTRUCTURE - Pillar 4 includes the following Objectives:
  - Objective 4.1 Maximising grant funding to improve infrastructure (PRIORITY 2)
  - Objective 4.2 Explore opportunities to better manage public buildings and facilities (PRIORITIES 2 and 3)
  - Objective 4.3 Adequately plan for and maintain all Council assets
5. OUR ENVIRONMENT - Pillar 5 includes the following Objectives:
  - Objective 5.1 Celebrate and promote our unique local environment (PRIORITIES 2 and 3)
  - Objective 5.2 Protect our water assets
  - Objective 5.3 Manage our waste sustainably (PRIORITY 4)
6. OUR COUNCIL - Pillar 5 includes the following Objectives:
  - Objective 6.1 Develop capabilities
  - Objective 6.2 Engage and inform the local community
  - Objective 6.3 Address financial sustainability
  - Objective 6.4 Develop and maximise strategic planning and partnerships

**7.3 SPORT & RECREATION ADVISORY COMMITTEE HELD ON 7 SEPTEMBER 2022**

**File Number:** D22.72998

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

**Responsible Officer:** Jeff Sowiak, General Manager

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**OFFICER RECOMMENDATION**

1. That the Minutes of the Sport & Recreation Advisory Committee meeting held on 7 September 2022 be received and noted.

**PURPOSE OF REPORT**

To update Council of the Sport & Recreation Advisory Committee

**REPORT**

Sport & Recreation Advisory Committee held a meeting on 7 September and discussed the following;

1. Feed back from Executive of Chairs Committee Meeting held on 31 August 2022 regarding Stronger Country Communities Funds Round 5
2. Settlement Strategies
3. Australia Day Activities
4. Review of Committees
5. Around the Clubs and what is happening
6. Grants- have proposals ready for when grants become available.
7. Election of Committee Chairperson and Secretary

There were no recommendations for Council

**ATTACHMENTS**

1. **Minutes - Sport and Recreation Committee - 7th september 2022** [↓](#) 

## AND RECREATION ADVISORY COMMITTEE

Meeting Location: Balranald Lawn Tennis Club Rooms

Meeting Date: Wednesday 7<sup>th</sup> September 2022

## 1.0 Opening of Meeting

## 1.1 Meeting Opening

The Chairperson opened the meeting at 7:05 pm.

**Attendees:**

Richard White, Kate Harper, Jayne Farnsworth, Rusty Roberts, Geoff Windmill, Tony Conway, Kristy Helgeland, Dave Lockhart

## 2.0 Acknowledgement of Country

*We pay our respect to the traditional Custodians of the lands where we hold this meeting and pay our respects to Elders past, present and emerging.*

## 3.0 Apologies

**Apologies List:**

- Donna Renfrey, Bronwyn Brougham, Karen Norfolk, Lisa Jolliffe, Kane Farnsworth

COMMITTEE RESOLUTION:	That the Committee notes the apology from That the Committee has a quorum of members for the meeting Donna Renfrey, Bronwyn Brougham, Karen Norfolk, Lisa Jolliffe, Kane Farnsworth		
MOVED:	Jayne Fransworth	SECONDED:	David Lockhart
OUTCOME:	<i>Carried</i>		

## 4.0 Disclosures of Interest

COMMITTEE RESOLUTION:	No disclosure of interest was noted.		
MOVED:	Kristy Helgeland	SECONDED:	Jayne Farnsworth
OUTCOME:	<i>Carried</i>		

## 5.0 Confirmation of Minutes

COMMITTEE RESOLUTION:	No minutes were read as these were over 18 months old.		
MOVED:		SECONDED:	
OUTCOME:	<i>Carried</i>		

## 6.0 Reports

### 6.1 Feedback from Meeting of Chairs 31<sup>st</sup> August 2022

Presented by Richard White

#### Stronger Country Communities Funds Round 5

A range of proposals was put forward covering all areas of the Shire and all committee areas. There was 900K+ to be allocated

- Euston Football Grounds upgrade was already allocated 340K and this was ratified by the committee.
- Kyalite Memorial Park toilet block received funding
- Pool perimeter fencing upgrade to standards
- Netball courts resurfacing
- Basketball court (the old tennis hard courts)
- Hatfield community
- Shire signage upgrade including Euston entrances

#### Settlement Strategies

Introduction, Balranald, Euston. These are available at council for you to read and provide feedback.

#### Australia Day Celebration

Council is looking to form a committee as of last year to run this. Funds of 10K available.

#### Review of Committees

Current structure was approved for a 2-year period. It is now time review the committee and elect new chairpersons and secretary for each committee.

### 6.2 Around the Clubs: What is happening and what is needed?

*Balranald Jockey Club:* The track has been upgraded and now meets OHS standards. This must be maintained for the Race Club to keep race meets.

*Balranald Cricket Club:* Last year the club was told that they were receiving a grant to build new nets and upgrade the pitch. The facilities were to move away from Balranald Central School grounds. This has not happened.

*Balranald Tennis Club:* Stage 1 (4 synthetic courts was completed) official opening was February 2022. Courts are well used. Stage 2 now needs to be completed. (2 more synthetic courts, a basketball court and a disabled toilet block/changeroom).

*Balranald Football/ Netball Club:* Football change room has been completed and the fit out for the multipurpose shed has been completed. The netball court lighting is a high priority now.

*Euston Football Club:* Upgrade of the women’s change rooms and carpark is needed.

More information from other clubs needs to be sourced for the next meeting.

**6.3 More Grants available.** What does your club need? Start putting grant proposals together.

**6.4 Review of Committee: Election of new Chairperson and Secretary**

COMMITTEE RESOLUTION:	Election of Richard White as Chairperson		
MOVED:	Kristy Helgeland	SECONDED:	Jayne Farnsworth
OUTCOME:	<i>Carried</i>		

COMMITTEE RESOLUTION:	Election of Kate Harper as Secretary		
MOVED:	David Lockhart	SECONDED:	Tony Conway
OUTCOME:	<i>Carried</i>		

**8.0 Items without Notice**

**9.0 Next Meeting date/location**

**Date: Wednesday 8<sup>th</sup> February 2023 6:30pm**

**Location: Euston Club.**

**Further Meetings**

Wednesday 10<sup>th</sup> May 2023 7:00pm Balranald Lawn Tennis Club

Wednesday 9<sup>th</sup> August 2023 6:30pm Euston Club

Wednesday 8<sup>th</sup> November 2023 7:00pm Balranald Lawn Tennis Club

**10.0 Meeting Close**

**Time Closed: 8:20pm**

**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****8 GENERAL MANAGER'S REPORTS****8.1 LOCAL GOVERNMENT PICNIC DAY****File Number:** D22.70685**Reporting Officer:** Carol Holmes, Senior Executive Assistant**Responsible Officer:** Jeff Sowiak, General Manager**Operational Plan Objective:** Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.**OFFICER RECOMMENDATION**

1. That Council.
  - a. Note the Local Government Picnic Day will be held on Monday 31<sup>st</sup> October 2022 and that, as a consequence, the offices, library, Visitor Information Centre and depot will be closed to the public on that day.
  - b. Note that this closure will not affect operations of the Bidgee Haven Hostel
  - c. Advertise the closures on its website and other media.

**PURPOSE OF REPORT**

To note that the General Manager has approved of the Union Picnic Day on Monday October 31<sup>st</sup> and to endorse the consequential office, depot, library and Discovery Centre closure.

**REPORT**

The General Manager has received and approved a written request from the USU delegate requesting that council agree to hold the Union Picnic Day on Monday 31<sup>st</sup> October and for the outdoor staff to move their RDO's to Tuesday 1<sup>st</sup> November. The outdoor crew will, if approved work Friday 4<sup>th</sup> November 2022.

The Local Government Award states.

*The Union Picnic Day shall, for the purposes of the NSW Local Government Award 2020, be regarded as a holiday for employees who are financial members of the union(s). The Union Picnic Day shall be on such day as is agreed between the employer (General Manager) and the unions.*

Staff who are employed at the Hostel do not have a Union Picnic Day, however, under their award they received the bank holiday in August as an extra days holiday, which the LG Award staff do not receive.

Under the award, staff members who are not union members are required to apply for 1 days leave in lieu of the picnic day. However, in approving of the Union Picnic Day, the General Manager has approved that all permanent staff, other than those employed at the Hostel under a different award, be granted the union picnic day holiday.

The picnic day holiday will necessitate closure of the offices, library, Discovery Centre and depot.

**FINANCIAL IMPLICATION**

The budget provides for staff to be paid for the Union Picnic Day.

**LEGISLATIVE IMPLICATION**

Compliance with award and accepted employment practice.

**Risk Rating**

Low

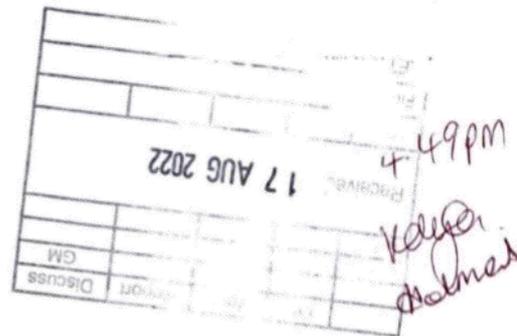
**ATTACHMENTS**

1. ICOR - David Unicomb - Union Picnic 17 August 2022 [↓](#) 

17th August 2022

David Unicomb  
Union Delegate  
Balranald Shire Council  
Balranald NSW 2715

Mr Jeff Sowiak  
General Manager  
Balranald Shire Council  
PO Box 120  
BALRANALD NSW 2715



Dear Jeff

We are applying for a day for the union picnic to be held on Monday 31<sup>st</sup> October 2022 and moving our RDO to Tuesday 1<sup>st</sup> November 2022

We will therefore work Friday 4<sup>th</sup> November 2020. Hope this meets your approval.

We would also like to invite staff, Administrator and contractors to attend with a cost of \$25.00 per head.

Yours faithfully

David Unicomb  
Union Delegate

A handwritten signature in blue ink that reads 'David Unicomb'.

**8.2 CHRISTMAS/NEW YEAR OFFICE CLOSURE**

<b>Record Number:</b>	<b>D22.70538</b>
<b>Authorising Officer:</b>	<b>Jeff Sowiak, 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**

1. That Council approves the closure of its office over the Christmas /New Year period commencing 12noon on Friday 23 December 2022 and re-opening on Tuesday 3 January 2023.
2. That adequate staffing be maintained for normal essential services and emergency call outs from Christmas to New Year, and throughout January.
3. The General Manager advertises Council's closure over the Christmas/New Year Period.

**PURPOSE OF REPORT**

To advise Council of the proposed arrangements for Council offices and staff over Christmas and New Year period.

**REPORT**

Council's office, library and depot have traditionally closed down between the Christmas and New Year period, which normally results in closure for three working days.

However, this year the Council depot will remain open, and essential services staff will remain available to attend to parks watering (or potential maintenance issues if wet), water and sewerage monitoring and other essential services.

The Bidgee Haven Hostel will not be impacted, as the staff work under a different award and the Hostel must remain open during this period.

The Discovery Centre will close for the statutory public holidays, Christmas day, Boxing Day and New Year's Day.

Staff who normally work a 35hr week and do not normally claim overtime will be granted three 3 days grace and favour days in recognition of additional hours worked and not remunerated throughout the year.

The office closure will be from noon on Friday 23 December 2022 to Tuesday 3 January 2023 inclusive. Staff who are working in the office on 23<sup>rd</sup> December will finish at 12:30pm and be afforded the afternoon off after balancing up and securing the office for Christmas.

The majority of works staff are usually on block annual leave for four weeks over this period and January, however, arrangements will be in place for normal essential services and emergency call outs over this period.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**8.3 LOAN POLICY AND PROCEDURES**

<b>File Number:</b>	<b>D22.72888</b>
<b>Reporting Officer:</b>	<b>Jeff Sowiak, General Manager</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, 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 Draft Loan Policy and Procedures on public exhibition and invite public submissions for a period of up to 28 days.

**PURPOSE OF REPORT**

To consider and adopt a policy framework for the future consideration of loan funding.

**REPORT**

External loans are an important funding source for Local Government and recognise that the full cost of major capital infrastructure should not be borne entirely by present-day ratepayers but be contributed to by future ratepayers, who will also benefit.

As a custodian of public funds, Council must exercise the reasonable care, transparency and due diligence that a prudent person would exercise when borrowing money for public purposes.

The objective of this policy is to provide a structured and disciplined approach to the borrowing of funds for the purpose of funding new infrastructure and/or renewal of existing infrastructure. This policy aims to ensure that all borrowings are in accordance with legislative requirements and that the total amount of loan borrowings is sustainable in terms of Council's ability to meet future payments and budgetary obligations.

This policy does not relate to

- the use of a commercial credit card facility or
- bank overdraft approved by Council or
- minor equipment lease/rentals as approved by the General Manager

that are allowed for and in accordance with ministerial guidelines and council policy.

The policy establishes clear guidelines for the utilisation of loan funds and restricts their use for long term community assets that have a recognised community benefit, a detailed business case and a long-term financial plan to fully fund the loan repayments. New loans for general purposes must not reduce the available unrestricted working capital or utilise funds allocated for general purposes or to cross subsidise other funds.

Examples of the loans that would be considered under this policy include renewal, acquisition or replacement of buildings, general public infrastructure and waste, water or sewerage infrastructure. Also, whilst generally not encouraged, the short-term financing of specific major plant purchases, where there is an identified revenue stream from hire charges.

Borrowings should only be considered for major capital projects that are not able to be funded from revenue and which have been identified as a priority within Council's Delivery Program / Operational Plan. Under no circumstances should borrowings be used to fund operating expenditure. This type of expenditure should be funded through operating revenue streams such as rates, fees and charges or operating grants.

Council will also not borrow money to fund recurrent capital works, that is works that are generally programmed to be undertaken over many years. e.g., annual road sealing or footpath renewal program. The reason being that such a program would inevitably lead to a situation in which the debt servicing cost may exceed the annual cost of the programmed works.

The policy establishes criteria for the assessment of loans so as to ensure that the community is not burdened with unnecessary risk. As part of this assessment, the following borrowing limitations apply.

- Total unrestricted debt servicing costs must not exceed 10% of general rates and annual Charges. (This maintains the operating revenue capacity to fund loan repayments.)
- In the case of a utility service fund, the debt servicing cost must not exceed 10% of the service rates and charges. (This maintains the operating revenue capacity to fund loan repayments.)
- The Debt Service Cover ratio is to remain above 2.5. (This maintains the cash capacity to fund the loan repayments.)
- The maximum term for all new borrowings shall be matched, where appropriate, to the lower of ten years or the useful life of the asset to which it relates. (This ensures that an asset would always remain in service for the life of the loan and beyond.)

Any borrowings will be conducted in accordance with relevant statutory requirements as contained in the Local Government Act, Regulations and Ministerial orders.

The policy provides for specific public advertising of any proposals for loan funding so as to ensure public accountability for future commitments to fund infrastructure through external loans.

The policy also prohibits the provision of loans from Council to individuals or groups. Council shall not provide any monetary loan to any person, business, external organisation, not for profit group, company or charitable organisation. This is because the council is not a debt financier.

However, Council may have a specific program to provide assistance to outstanding individuals or groups to facilitate participation in regional, state or national sporting or promotional events as part of its annual management plan, provided however, that the program is uniformly available to all, or a significant group of persons and the guidelines and eligibility is publicly available.

Council may also resolve to rent at concessional rates or not charge for a meeting room, equipment, offer non-financial support or to waive a fee otherwise applicable to not-for-profit community groups or for community events, where a written request has been made to Council.

### **FINANCIAL IMPLICATION**

The policy will ensure a high level of public scrutiny on any future proposals for raising funds through loan.

### **LEGISLATIVE IMPLICATION**

Local Government Act 1993  
Local Government General Regulation 2021  
Ministerial Order 13<sup>th</sup> May 2009

### **POLICY IMPLICATION**

New Policy

### **RISK RATING**

Medium

### **ATTACHMENTS**

1. **DRAFT LOAN POLICY**  

2. LOAN POLICY BUSINESS CASE TEMPLATE  



# Loan Policy and Procedure

Policy adopted:

Reviewed:

File Ref: D22.72980

## 1. Purpose of Loans Policy

External loans are an important funding source for Local Government and recognise that the full cost of major capital infrastructure should not be borne entirely by present-day ratepayers but be contributed to by future ratepayers, who will also benefit.

As a custodian of public funds, Council must exercise the reasonable care, transparency and due diligence that a prudent person would exercise when borrowing money for public purposes.

The objective of this policy is to provide a structured and disciplined approach to the borrowing of funds for the purpose of funding new infrastructure and/or renewal of existing infrastructure. This policy aims to ensure that all borrowings are in accordance with legislative requirements and that the total amount of loan borrowings is sustainable in terms of Council's ability to meet future payments and budgetary obligations.

This policy does not relate to

- the use of a commercial credit card facility or
- bank overdraft approved by Council or
- minor equipment lease/rentals as approved by the General Manager

that are allowed for and in accordance with ministerial guidelines and council policy.

## 2. Authority for Borrowing Money?

The Local Government Act 1993 vests Council with the authority to undertake loan borrowings. No officer of Council is authorised to undertake the establishment of a new loan facility without the authorisation of Council. This authorisation is obtained following the conduct of an ordinary or special meeting of Council to discuss the proposed borrowing.

### 2.1. Legislative Authority

*Local Government Act 1993 –Loans Section 621: When and for what may a council borrow?*

A council may borrow at any time for any purpose allowed under this Act.

*Section 622: What form may a council borrowing take?*

A council may borrow by way of overdraft or loan or by any other means approved by the Minister.

*Section 623: Security for borrowings*

1. A council may give security for any borrowing in such manner as may be prescribed by the regulations.
2. All such securities rank on any equal footing, despite any other Act.

*Section 624: Are there any restrictions on a council borrowing?*

The Minister may, from time to time, impose limitations or restrictions on borrowings by a particular council or councils generally despite the other provisions of this Part.

*Local Government (General) Regulation 2021 Section 229: Loans to council to be charged on the council's income.*

The repayment of money borrowed by a council (whether by way of overdraft or otherwise), and the payment of any interest on that money, is a charge on the income of the council.

*Section 230: Chief Executive Officer to notify borrowings to Secretary*

1. Within seven (7) days after a Council borrows money under a loan contract, the Chief Executive Officer must notify the Secretary of the borrowing
2. This clause extends to further advances made to a Council under an existing loan contract but does not apply to a borrowing by a Council by way of overdraft.

Council must comply with the Ministers Borrowing Order (as per Section 624 of the Local Government Act 1993) and is restricted by the Ministerial Revised Borrowing Order dated 13 May 2009, to source the borrowings from Australia and in Australian currency.

### **3. TCorp loan Facility**

NSW Treasury Corporation (TCorp) has been authorised by the NSW Government to provide loan facilities to general purpose local councils that have:

- Been deemed 'fit for the future' or
- Been assessed as meeting the financial benchmarks set by the NSW Government or
- Submitted and had approved an improvement plan showing how they plan to meet the financial benchmarks set by the NSW Government

TCorp offers loan facilities to New South Wales local councils seeking funding for projects which make up part of their annual expenditure programme. Loan facilities, at competitive rates, are available to local councils who qualify, or have an approved plan in place to qualify, under the NSW Government's financial sustainability benchmarks and satisfy TCorp's credit criteria.

Whilst Council is not restricted to utilise TCorp for new loans, the Council must ensure that it has met strict transparency and prudential requirements for establishing a loan as well as establishing that it has and will raise sufficient revenue to meet future repayments.

### **4. Consideration of eligible projects**

Council will only consider loans that provide for long-term community assets that have a recognised community benefit, a detailed business case and a long-term financial plan to fully fund the loan repayments. New loans for general purposes must not reduce the available unrestricted working capital or utilise funds allocated for general purposes to cross subsidise other funds.

Examples of the loans that would be considered under this policy include renewal, acquisition or replacement of buildings, general public infrastructure and waste, water or

sewerage infrastructure. Also, whilst generally not encouraged, the short-term financing of specific major plant purchases, where there is an identified revenue stream from hire charges.

The following policy rules are to be applied when considering undertaking borrowings or other asset financing:

#### **4.1. Capital vs Operating Expenditure**

Borrowings should only be considered for major capital projects that are not able to be funded from revenue and which have been identified as a priority within Council's Delivery Program / Operational Plan. Under no circumstances should borrowings be used to fund operating expenditure. This type of expenditure should be funded through operating revenue streams such as rates, fees and charges or operating grants. Council will also not borrow money to fund recurrent capital works, that is works that are generally programmed to be undertaken over many years. e.g., annual road sealing or footpath renewal program. The reason being that such a program would inevitably lead to a situation in which the debt servicing cost may exceed the annual cost of the programmed works.

#### **4.2. Utility Service Infrastructure**

Where a capital project for a service that is funded by utility or user charges (e.g. Water, Sewer or Waste) is determined to be funded by way of loans, the user charge should reflect the cost of providing the service including the loan servicing.

#### **4.3. When to consider Borrowing**

Borrowing will be considered as an appropriate funding source in the following circumstances:

##### **4.3.1. In the context of the strategic objectives of Council.**

In circumstances where the Council has considered and specifically approved a strategic community objective to deliver a specific capital project by way of loan borrowing.

##### **4.3.2. In the context of long-term financial forecasts and objective.**

The proposed borrowing has been included in the long-term financial forecasts of the Council. Further the Long-Term Financial Plan has identified that Council has the financial capacity to fund the future loan commitments and that the Council's General Manager and Responsible Accounting Officer, have recommended that the loan be approved and attested to the Council's financial capacity to meet future loan repayments.

##### **4.3.3. As an alternative funding source for asset additions**

Council can utilise loan funding for long term community asset acquisition, renewal or replacement that might otherwise be funded through the establishment of cash reserves or long-term lease, provided other criteria is addressed.

**4.3.4. As a method of spreading the cost of long life (intergenerational) assets.**

Council can utilise loan funding to provide for the upgrade or replacement of essential infrastructure, where the cost is recovered from an annual charge, in circumstances where there is a significant demand and/or unavoidable need for the infrastructure. e.g., renewal/ upgrade to water/sewer treatment plant. The use of borrowings is an important funding source and is a useful mechanism for allocating the costs of asset replacement or creation over a time frame that reflects when residents will benefit from the assets.

**5. Business Case to support loan proposal**

Where appropriate, borrowings for infrastructure projects will require a fully costed and evaluated business case, with all alternatives considered and outcomes identified. This may also come in the form of a Masterplan or updated strategy. In all cases loan proposals must be supported by a business case that identifies compliance with the policy and justification for utilising loan funding.

**6. Borrowing Requirements**

Council shall assess its capacity to repay the loan to ensure that the community is not burdened with unnecessary risk. Council shall then reassess its capacity to pay on an annual basis as part of its budgeting process. As part of this assessment, the following borrowing limitations apply.

- Total unrestricted debt servicing costs must not exceed 10% of general rates and annual Charges. (This maintains the operating revenue capacity to fund loan repayments.)
- In the case of a utility service fund, the debt servicing cost must not exceed 10% of the service rates and charges. (This maintains the operating revenue capacity to fund loan repayments.)
- The Debt Service Cover ratio is to remain above 2.5. (This maintains the cash capacity to fund the loan repayments.)
- The maximum term for all new borrowings shall be matched, where appropriate, to the lower of ten years or the useful life of the asset to which it relates. (This ensures that an asset would always remain in service for the life of the loan and beyond.)

- Any borrowings will be conducted in accordance with relevant statutory requirements as contained in the Local Government Act, Regulations and Ministerial Orders.

**7. Procedure to be followed for new loans**

- 7.1. Proposals for Council to consider loan funding for capital works must comply with this policy and should be initiated by Council and referred to the General Manager for the preparation of a detailed business case.
- 7.2. Council will consider a Report from the General Manager that presents a complete business case.
- 7.3. Council may resolve to include advice within its annual budget that it shall seek loan funding to undertake the works detailed in the business case.
- 7.4. If Council resolves to continue to seek a loan, then it shall advertise the proposal to seek loan funding inviting public submissions in accordance with clause 8.
- 7.5. A report shall be prepared by the General Manager following public notification under clause 7.3, to present all public submissions.
- 7.6. The Draft Annual Budget report (Revenue Statement) presented to Council and the Community shall highlight the loan, its expenditure and repayments. The Draft Annual Budget shall be advertised as required under the Local Government Act 1993, regulations thereto and financial guides.

**8. Public Notification and Community Consultation Process for Loans**

Prior to Council applying for any monetary loan from a financial institution or TCorp the Council shall formally advertise the request to seek a loan to the community.

The advertising of the loan shall be undertaken separately to the draft annual budget process and shall be identified as a separate and distinct advertisement as to Council's intention to seek loan funding.

The public notification shall be for a minimum of 28 Business Days.

As part of the public advertising process, the public shall be advised that they can view the business case and capex statements on Council's website or in its public office and library, that the public can make written submissions that will be presented to Council.

**9. Business Case and Capex Statement**

Councils General Manager shall ensure that the business case template and capex reports are completed in full and that the details prepared are complete to allow Council

to fully understand the project requirements, costs, loan repayments and advertising to the public under clause 8.

A Business case template is attached to this Policy and procedure at Annexure 1.

#### **10. Providing Financial Assistance to others.**

The Council can in accordance with the provisions of Section 356 provide financial assistance to others (including charitable, community and sporting organisations and private Individuals.) This assistance can be by way of a direct contribution, grant, free or subsidised access to council services or facilities or by way of a loan.

Council may also have a specific program to provide assistance to outstanding individuals or groups to facilitate participation in regional, state or national sporting or promotional events as part of its annual management plan, provided however, that the program is uniformly available to all, or a significant group of persons and the guidelines and eligibility is publicly available.

The OLG has issued a circular 06/32 concerning the provision of financial assistance and has highlighted that Councils must comply with the obligations and make considered and transparent decisions, including public notice as required prior to the granting of financial assistance.

##### **10.1.1. Councillor or Employee Loans**

Councillor or Employee loans for housing, cars or other goods shall not be offered or implied as part of this policy.

##### ***No employee or Councillor shall be provided any loan.***

A loan includes the use of council property, materials, IT equipment or facility unless it forms a part of the employees or Councillors work or service obligation and is included under a policy of council e.g., Provision of items to Councillors or a policy for motor vehicle lease.

##### **10.1.2. External Loans Financial Assistance – Personal, business, Not for Profit or Charitable Loans**

Council shall not provide any monetary loan to any person, business, external organisation, not for profit group, company or charitable organisation. This is because the council is not a debt financier.

Council may resolve to rent at concessional rates or not charge for a meeting room, equipment, offer non-financial support or to waive a fee otherwise applicable to not-for-profit community groups or for community events, where a written request has been made to Council.

Council may determine this in a meeting of Council or through delegation of authority to the General Manager. The General Manager must report annually on the amount of financial assistance provided pursuant to this policy.

**11. Review Loan Policy**

Council will review this loan policy and procedure within 12 months of a general council election.

**Annexure 1: Business Case Capex Template**



## **BUSINESS CASE**

### **BALRANALD SHIRE COUNCIL (Project Name)**

**Prepared by :**

**Date:**

**PROJECT INFORMATION**

Project name	
Lead proponent (e.g. council)	
Lead proponent ABN	
Project partners	

**LEAD CONTACT**

Name	
Position	
Phone	
Email	
Fax	
Address	

**PROJECT SCOPE**

<i>Provide 150 words or less</i>	
<b>PROJECT LOCATION</b>	
Project address	
Local government area	
NSW electorate	
Federal electorate	
Coordinates (lat / long)*	
<b>SUPPORTING INFORMATION</b>	
Attachments	

*\* to get project lat / long use google maps, right click location and when pop up appears click "what's here" to display lat / long for copying from side panel.*

## DOCUMENT INFORMATION

<b>Document summary information</b>	
Version	
Version release date	
Document security	

<b>Document history</b>			
Version	Amendment	Amendment date	Amended by

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# 1 EXECUTIVE SUMMARY

## 2 CASE FOR CHANGE

### 2.1 BACKGROUND

### 2.2 EXPECTED OUTCOMES

Table 2.1: Issues, objectives and key success Indicators

Key Issues	Key Project Objectives	Key Success Indicators

### 2.3 PROJECT TIMING

### 2.4 STAKEHOLDER AND COMMUNITY SUPPORT

**Objective 1.1: Improve social well-being to offer attractive lifestyle.**

**Objective 1.4: A safe and clean community.**

## 3 ANALYSIS OF THE PROJECT

### 3.1 INFORMATION ABOUT THE PROJECT

### 3.2 OTHER OPTIONS CONSIDERED

### 3.3 PROJECTED COSTS

#### 3.3.1 PROJECTED CAPITAL COSTS

Table 3.1: Projected capital costs inclusive of contingency (\$000s)

Stage	2022-23	2023-24	2024-25	2025-26	Future Years	Total
<b>Project:</b>						
Component 1	\$					
Component 2	\$					
Component 3	\$					
Component 4	\$	\$				
Component 5	\$					
Component 6	\$	\$				
Component 7		\$				
Project Management (5 to 10%)	\$	\$				
<b>Base Cost Estimate</b>	<b>\$</b>	<b>\$</b>				
Contingency (Y%)(10%)	\$					
Escalation (Z%)		0				
<b>Nominal cost</b>		<b>\$</b>				

#### 3.3.2

#### PROJECTED ONGOING COSTS

Table 3.2: Projected ongoing costs (\$000s)

Year	2022-23	2023-24	2024-25	2025-26	2026-27	Steady state/ last year	Total
Maintenance	0	\$	\$	\$		\$	\$
Operations	0	\$	\$	\$		\$	\$
Estimated Depreciation on Capital Assets							


### 3.4 FINANCIAL APPRAISAL

### 3.4 PROPOSED FUNDING ARRANGEMENTS

Include Capital contributions other than loans and detail source of funding or impact on Council revenue from recurrent cost of operation, Maintenance and Depreciation.

Table 3.3: Proposed capital funding contributions (\$000s)

Year	2022–23	2023–24	2024–25	2025–26	....	Total
Project capital costs	\$	\$				
NSW Government	\$	\$				
Council contributions (s64)	0	0	0	0	0	0
Council contributions (Loans)	0	0	0	0	0	0
Council contributions (SRV or special rate)	0	0	0	0	0	0
Council contributions (Other)	0	0	0	0	0	0
Industry contributions	0	0	0	0	0	0
Other government contributions	0	0	0	0	0	0
Other funding sources (please detail)	0	0	0	0	0	0
<b>Sub-total</b>	<b>\$</b>	<b>\$</b>				

\*\*Plus Contingency of \$

### 3.6 LOAN COSTS AND LONG-TERM FINANCIAL IMPACTS

(Insert loan table and repayments – maximum 10 years at Appendix A Simple Loan Calculator is available on CM at \*\*\*\*\*.)

## 4. PROGRAM AND MILESTONES

Table 4.1: Project program

Event	Start	Finish
Funding deed and council approvals		
Engage project manager		
Environmental impact assessment/review of environmental factors		
Options study s. 60 endorsement (treatment plants/recycling/dams)		
Concept design (e.gs. 60 endorsement (treatment plants/recycling/dams)		
Detailed design		
Develop EOI document		
Call for EOI on Council Website, Tenderlink and Newspaper		
Environmental, planning and development approvals obtained		
Tender Review, Evaluation and award contracts		
Development of management plans (by contractor)		
Preliminary works		
Construction		
25% completion		
50% completion		
75% completion		
100% completion		
Update Documentation WAE etc.		
Commissioning		
Complete Project Completion Report		
Training/handover to council/defects liability		

## 5. GOVERNANCE

### ORGANISATIONAL STRUCTURE (Project Team)

### 5.2 KEY RISKS (Risk Table Appendix B)

### 5.3 LEGISLATIVE, REGULATORY ISSUES & APPROVALS

## 5.4 PROJECT MANAGEMENT SUPPORTING DOCUMENTS

Table 5.1: Supporting Management Plans

Management plan	Responsibility	Current status		Comments
		Complete	Under development	
Project Management Plan				
Procurement Plan				
Resource Management Plan				
Communications Plan				
Project Governance Plan				
Safety Management Plan				
Environmental Management Plan				
Risk Management Plan				

## 6 APPENDICES

Appendix A

Loan Calculations (maximum 10 years)

Appendix B

Risk Table

**8.4 AUDIT, RISK AND IMPROVEMENT COMMITTEES MEMBERSHIP**

<b>File Number:</b>	<b>D22.73032</b>
<b>Reporting Officer:</b>	<b>Carol Holmes, Senior Executive Assistant</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, 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 endorse the appointment of Mr David Webb as an independent member of the Audit Risk and Improvement Committee.

**PURPOSE OF REPORT**

To confirm the appointment of Mr David Webb as an independent member of the Audit Risk and Improvement Committee.

**REPORT**

A vacancy in the role of independent member on the Audit Risk and Improvement Committee has occurred due to the non-attendance of one of the independent members and accordingly action is necessary to address this issue through the appointment of another qualifying member.

The Office of Local Government have released a circular with updates on membership requirements for Audit, Risk and Improvement Committees.

Under the new requirements, all councils and joint organisations will be required, at a minimum, to have an ARIC that comprises of the following.

- One independent chair who meets the independence and eligibility criteria for an ARIC Chair, and
- At least two independent members who meet the independence and eligibility criteria for ARIC members – councils may appoint additional independent members should they choose to do so.

Councils will also have the option of appointing one non-voting members to their ARIC who meets the eligibility criteria for councillor members.

The proposed independence and eligibility criteria for councillor members of ARICS are set out in the attachment.

In accordance with the requirements Council has received a nomination from Mr David Webb who is currently the General Manager of Hay Shire Council. Mr Webb is an experienced and qualified local government professional with experience as both a General Manager of Councils and experience with the ARIC. Mr Webb's is eligible to be appointed to the committee as his nomination is in accordance with the OLG requirements.

His nomination has been accepted by the Administrator and this decision requires ratification through a formal resolution of the Council.

**FINANCIAL IMPLICATION**

Allowance for ARIC Committee in 2022/2023 budget.

**LEGISLATIVE IMPLICATION**

Risk Management and Internal Audit Framework for Audit Risk and Improvements Committee Members.

**POLICY IMPLICATION**

Nil

**RISK RATING**

Moderate

**ATTACHMENTS**

1. **OLG Circular - Requirements for Audit Risk and Improvement Committees** [↓](#) 

<b>Circular Details</b>	Circular No 22-21 / Date 20 July 2022 / A824754
<b>Previous Circular</b>	21-26 <i>New risk management and internal audit framework for councils and joint organisations</i>
<b>Who should read this</b>	General Managers / Councillors / Council governance staff / Audit, risk and improvement committee members and internal audit personnel
<b>Contact</b>	Council Governance Team / (02) 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Information

### Update on membership requirements for audit, risk and improvement committees

#### What's new or changing

- Following recent discussions, the Office of Local Government (OLG) and NSW Treasury have agreed that the NSW Government's Prequalification Scheme for Audit and Risk Committee Chairs and Members will not be suitable for use by councils and joint organisations.
- OLG's draft *Guidelines for Risk Management and Internal Audit for Local Councils in NSW*, issued for consultation last year, contemplated that from June 2027 councils and joint organisations would be required to appoint Audit, Risk and Improvement Committee (ARIC) chairs and a prescribed number of ARIC members from the NSW Government prequalification scheme. Following discussions with NSW Treasury, OLG has taken the opportunity revisit this requirement, delaying the finalisation of the Guidelines.
- While OLG anticipates that this delay will not be significant, it recognises the need to give councils and joint organisations certainty, particularly given that some are currently in the process of establishing an ARIC for the first time and appointing chairs and members. The proposed new requirements for ARIC membership have therefore been set out in the attachment to this circular.

#### What this will mean for your council

- Under the new requirements, all councils (including county councils) and joint organisations will be required, at a minimum, to have an ARIC that comprises of the following:
  - one independent chair who meets the independence and eligibility criteria for an ARIC chair, and
  - at least two independent members who meet the independence and eligibility criteria for ARIC members – councils may appoint additional independent members should they choose to do so.
- Councils will also have the option of appointing one non-voting councillor member to their ARIC who meets the eligibility criteria for councillor members.
- The proposed independence and eligibility criteria for ARIC chairs and independent members and the proposed eligibility criteria for councillor members of ARICs are set out in the attachment to this circular.
- The above requirements will apply to all councils and joint organisations. The removal of the requirement for ARIC chairs and a prescribed number of ARIC

Office of Local Government  
 5 O'Keefe Avenue NOWRA NSW 2541  
 Locked Bag 3015 NOWRA NSW 2541  
 T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
 E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

members to be appointed from the NSW Government prequalification scheme based on which tier a council is in, means that it is no longer necessary to place councils in tiers and these arrangements will no longer apply.

- Given that councils and joint organisations will no longer be required to appoint ARIC chairs and members from the NSW Government prequalification scheme, the timeframe for compliance with the ARIC membership requirements in the Guidelines will be brought forward to **1 July 2024**. As of that date all councils and joint organisations will be required to ensure ARIC chairs and members meet the eligibility and independence requirements set out in the Guidelines and have a risk management framework and internal audit function that complies with the Guidelines.

#### Key points

- Under the *Local Government Act 1993*, all councils (including county councils) and joint organisations are required to have an ARIC or to have entered into an arrangement with another council or joint organisation to share an ARIC from **4 June 2022**.
- OLG recognises that some councils and joint organisations may have faced challenges in establishing an ARIC or shared arrangements for an ARIC ahead of the 4 June deadline and is prepared to accommodate some flexibility in implementation timeframes provided they can demonstrate that they are actively taking steps to appoint or share an ARIC.
- The Guidelines will be finalised soon. Full compliance with the requirements in the Guidelines will be required from **1 July 2024**.

#### Where to go for further information

- The proposed independence and eligibility criteria for ARIC chairs and independent members and the proposed eligibility criteria for councillor members are set out in the attachment to this circular.
- The draft [Guidelines for Risk Management and Internal Audit for Local Councils in NSW](#) provides further guidance on the proposed requirements for ARICs, the risk management framework and internal audit function. As noted above, the proposed requirement in the draft Guidelines to use the NSW Government prequalification scheme and the tiering arrangements will no longer apply.
- For further information please contact the Council Governance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).
- If councils or joint organisations require assistance in establishing an ARIC or shared arrangements for an ARIC, they should contact their Council Engagement Manager at OLG.

**Liz Moore**

**A/Deputy Secretary, Crown Lands and Local Government**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468



## Attachment

The following requirements will apply to ARIC chairs and members from **1 July 2024**.

### **1. Independence requirements for ARIC chairs and independent members**

All ARIC chairs and independent members must be independent to ensure they have no real or perceived bias or conflicts of interest that may interfere with their ability to act independently and can provide the council with robust, objective, and unbiased advice about how the council is functioning.

ARIC chairs and independent members cannot:

- currently be a councillor of any NSW council
- be a non-voting representative of the board of the joint organisation
- be a candidate at the last election of the council
- be a person who has held office in the council during its previous term
- be currently employed by the council or joint organisation, or been employed during the last 12 months
- conduct audits of the council on behalf of the Audit Office of NSW
- have a close personal or business relationship with a councillor or a person who has a senior role in the council that may lead to a real or perceived conflict of interest
- currently, or within the last three years, provided any material goods or services (including consultancy, legal, internal audit, and advisory services) to the council which directly affect subjects or issues considered by the ARIC
- be (or have a close family member who is) a substantial shareholder, owner, officer, or employee of a company that has a material business, contractual relationship, direct financial interest or material indirect financial interest with the council or a related entity which could be considered a real or perceived conflict of interest, or
- currently or have previously acted as an advocate of a material interest on behalf of the council or a related entity which could be considered a real or perceived conflict of interest.

Current staff of councils cannot serve as the chair of an ARIC but may serve as an independent member of another council's ARIC provided they meet the independence and eligibility criteria for membership of the council's ARIC and their employer is not participating in a shared arrangement with the other council in relation to the ARIC or the internal audit function.

### **2. Eligibility requirements for ARIC chairs and members**

The persons appointed as a chair or a member of an ARIC must possess the skills, knowledge, and experience necessary to undertake their roles on the ARIC effectively and to ensure the ARIC is able to operate appropriately and effectively to support the council.

The following eligibility criteria for ARIC chairs and members reflects the minimum standards persons must meet to be appointed as the chair or member of a council's ARIC. Councils may require ARIC chairs and members to satisfy more onerous eligibility criteria if they choose to do so.

#### **Eligibility requirements for ARIC Chairs**

In addition to meeting the independence requirements set out above, the following eligibility criteria apply to the chair of an ARIC.

**Essential criteria**

ARIC chairs must demonstrate the following:

- leadership qualities and the ability to promote effective working relationships in complex organisations
- an ability to communicate complex and sensitive assessments in a tactful manner to the head of the council's internal audit function, senior management and the mayor and councillors
- a sound understanding of:
  - the principles of good organisational governance and capacity to understand local government accountability, including financial reporting
  - the business of the council or the environment in which it operates
  - internal audit operations, including selection and review of the head of the council's internal audit function, and
  - risk management principles
- extensive senior level experience in governance and management of complex organisations, an ability to read and understand financial statements and a capacity to understand the ethical requirements of government (including potential conflicts of interest)
- functional knowledge in areas such as risk management, performance management, human resources management, internal and external auditing, financial reporting, accounting, management control frameworks, internal financial controls, governance (including planning, reporting and oversight), or business operations
- a capacity to form independent judgements and a willingness to constructively challenge/question management practices and information, and
- a professional, ethical approach to the exercise of their duties and the capacity to devote the necessary time and effort to the responsibilities of the chair of an ARIC.

**Desirable criteria**

- possession of a relevant professional qualification or membership (e.g., Institute of Internal Auditors (IIA), CPA Australia (CPA) and Chartered Accountants Australia and New Zealand (CA)) is desirable.

**Eligibility requirements for ARIC independent members**

In addition to meeting the independence requirements set out above, the following eligibility criteria apply to ARIC independent members:

**Essential criteria**

ARIC independent members must demonstrate the following:

- an ability to read and understand financial statements and a capacity to understand the ethical requirements of government (including potential conflicts of interest)
- functional knowledge in areas such as risk management, performance management, human resources management, internal and external auditing, financial reporting, accounting, management control frameworks, internal financial controls, governance (including planning, reporting and oversight), or business operations
- a capacity to form independent judgements and willingness to constructively challenge/question management practices and information
- a professional, ethical approach to the exercise of their duties and the capacity to devote the necessary time and effort to the responsibilities of an independent member of an ARIC, and



- preparedness to undertake any training on the operation of ARICs recommended by the chair based on their assessment of the skills, knowledge and experience of the independent member.

#### ***Desirable criteria***

Ideally, independent members of ARICs should also meet the following criteria, but these are not essential:

- extensive senior level experience in governance and management of complex organisations, and
- possession of a relevant professional qualification or membership (e.g., Institute of Internal Auditors (IIA), CPA Australia (CPA) and Chartered Accountants Australia and New Zealand (CA)).

#### **Eligibility requirements for non-voting councillor members of ARICs**

A councillor must demonstrate the following to be appointed as a non-voting ARIC member:

- an ability to read and understand financial statements and a capacity to understand the ethical requirements of government (including potential conflicts of interest)
- a good understanding of one or more of the following: risk management, performance management, human resources management, internal and external auditing, financial reporting, accounting, management control frameworks, internal financial controls, governance (including planning, reporting and oversight), or business operations
- a capacity to form independent judgements and willingness to constructively challenge/question management practices and information
- a professional, ethical approach to the exercise of their duties and the capacity to devote the necessary time and effort to the responsibilities of a councillor member of an ARIC, and
- preparedness to undertake any training on the operation of ARICs recommended by the chair based on their assessment of the skills, knowledge and experience of the councillor member.

**Note: The mayor cannot be appointed as a councillor member on a council's ARIC.**

### **3. Appointment of ARICs**

When selecting ARIC members, councils should ensure the ARIC has an appropriate mix of skills, knowledge and experience to successfully implement its terms of reference and add value. An ARIC should have:

- at least one member with financial expertise (for example, a qualified accountant or auditor or other financial professional with experience of financial and accounting matters), and
- a mix of skills and experience in:
  - business
  - financial and legal compliance
  - risk management
  - internal audit, and
  - any specialised business operations of the council, where the ARIC would benefit from having a member with skills or experience in this area.

All ARIC members should have sufficient understanding of the council's financial reporting responsibilities to be able to contribute to the ARIC's consideration of the annual financial statements.



Each ARIC member should also have sufficient time to devote to their responsibilities.

Where possible, councils should ensure that at least one other ARIC member is also qualified to act as the chair if this is ever required.

**Note: Councils must undertake a criminal record and financial status (bankruptcy) check of ARIC chairs and members before their appointment.**

**8.5 PLANT REPLACEMENT AND DISPOSAL 2022-2023**

<b>File Number:</b>	<b>D22.72290</b>
<b>Reporting Officer:</b>	<b>Kerry Jones, Executive Manager of Engineering</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, General Manager</b>
<b>Operational Plan Objective:</b>	<b>Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.</b>

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**OFFICER RECOMMENDATION**

That Council endorse the recommended plant replacement and disposal schedule.

**PURPOSE OF REPORT**

To allow for the replacement of old or defective plant and to purchase new plant as listed in the attachment.

**REPORT**

Council's financial position currently allows a total budget of \$1.8M for Plant replacement. After careful assessment of current plant condition, use and availability a list of Plant that should be replaced has been completed. There are 22 items of Plant on this list totalling \$1.6M. There will also be some additional small plant items such as brush cutters, chainsaws and compressors.

The current position at Council is that there are several vacancies in the outdoor work staff and the Plant available is old and not reliable to allow staff to undertake any major road construction or repair works.

**FINANCIAL IMPLICATION**

Funds are reserved in Council's Plant Fund of the Approved 2022/ 2023 Budget

**LEGISLATIVE IMPLICATION**

All disposal and purchasing to be completed within the requirements of the Local Government Act 1993.

**POLICY IMPLICATION**

All disposal and purchasing to be completed within the requirements of Council's Disposal and Purchasing Policy and the requirements of the Local Government Act 1993.

**RISK RATING**

Moderate

**ATTACHMENTS**

1. Plant Replacement 2022\_2023 (under separate cover) 

**PART B – ITEMS FOR INFORMATION****9 GENERAL MANAGER’S REPORTS****9.1 PLANNING ADMINISTRATION**

<b>File Number:</b>	<b>D22.72808</b>
<b>Reporting Officer:</b>	<b>Ray Mitchell, Health &amp; Development Coordinator Nikkita Manning-Rayner, Administration Officer - Health &amp; Development</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, 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 September meeting of Council.

Application	Owner/Applicant	Locality	Description
DA 03/2023	Jordan Griffiths	48 Cally Street, Balranald	Garage
DA 04/2023	Wendy Barker	181 Church Street, Balranald	New Building for Home Business
DA 05/2023	Warrick Fisher for Rocky Garreffa	147 Taylor Road, Euston	Dwelling Extension & Outdoor Area
CC 03/2023	Jordan Griffiths	48 Cally Street, Balranald	Garage
CC 04/2023	Wendy Barker	181 Church Street, Balranald	New Building for Home Business
CC 05/2023	Lachlan Button for Lachlan Button & Kate Norton	148 Harben Street, Balranald	Shed
OC 04/2023	Joseph Lanteri	212 Brett Road, Euston	Sanitary Plumbing, Drainage & OSMS

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

Environmental Planning & Assessment Act 1979
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8
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Planning Information Certificates (10.7)	
Environmental Planning & Assessment Act 1979 Building Certificates (6.24)	0
Local Government Act 1993 Outstanding Orders (735A)	0
Local Government Act 1993 Drainage Diagram	4
Biosecurity Act 2015 Outstanding Orders (Noxious Weeds)	0

The following Section 4.6 Variations have been issued under delegated authority since the September 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

**9.2 ENGINEERING UPDATE AS OF 13 OCTOBER 2022**

<b>File Number:</b>	<b>D22.73125</b>
<b>Reporting Officer:</b>	<b>Kerry Jones, Executive Manager of Engineering</b>
<b>Responsible Officer:</b>	<b>Kerry Jones, Executive Manager of Engineering</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 report be received and noted.

**PURPOSE OF REPORT**

To provide Council with an update on Engineering works currently in progress and in planning, updated to 13 October 2022.

**REPORT****1. ROAD CONSTRUCTION AND MAINTENANCE****1.1 Construction*****Regional Roads***

Planning and design work has been completed for heavy patching works on the northern area on MR67 (Balranald-Ivanhoe Road)

***Local Roads***

Planning works are underway on the repair and patching as required on sealed roads in Balranald and Euston.

**1.2 Unsealed Road Maintenance**

Maintenance grading has been carried out on the following Shire Roads:

- Prungle Mail Road
- Thompson Road
- Euston Prungle Road

Contractors have been engaged to carry out road reformation and compaction on:

- Benanee Road
- Mildura Ivanhoe Road

These Contractors and other Contractors will move onto the following roads when these works are completed:

- Prungle Marma Road
- Marma Box Creek Road
- Turlee Leaghur Road
- Oxley Clare Road
- Tarwong Freshwater Road
- Clare Freshwater Road

### **1.3 Sealed Road Maintenance**

Regular repair of potholes and formation failures on sealed roads is ongoing.

## **2. WATER, SEWERAGE AND DRAINAGE**

### **2.1 Balranald and Euston Filtered Water Towers (Reservoirs)**

Council is currently costing and planning the required works detailed in the recent External and Internal Inspection reports and identifying suitable contractors.

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

Documentation is being assessed by the NSW Public Works Advisory.

### **2.3 Balranald Sewerage Program**

Normal maintenance works with planning and scoping a Mains Flushing program.

### **2.4 Balranald Water Network**

Normal maintenance works with planning and scoping a Mains Flushing program.

### **2.5 Balranald Drainage**

Kerb and gutter works have commenced in Church Street to improve drainage and reduce standing water after rain. Persistent wet weather has delayed the process with works expected to be completed by mid-November, weather permitting.

### **2.6 Euston Sewerage Program**

Operational maintenance works.

### **2.7 Euston Water Network**

Operational maintenance works.

### **2.8 Kyalite Water Supply**

Nil

## **3. CIVIC ENHANCEMENT PROJECTS**

### **3.1 Village Master Plans for Euston and Balranald**

Plans are being reviewed by Council and the community.

### **3.2 Riverfront Precinct – Balranald**

No further progress due to localised river floodwater.

### **3.3 Euston Recreation Reserve**

- Grants funded works for the netball courts shelter are being progressed.
- Funding deeds for the new netball changerooms/public toilet building have been signed. Design and Tender documents are being prepared for this project.

### **3.4 Euston Town Approaches**

Town signage with tourism icon signs have been received. These signs will be installed on the Sturt Highway at strategic Euston town approaches.

### **3.5 Balranald Lions Park**

- The project plan for the upgrade of Balranald Lions Park is completed.
- Playground equipment designs have been completed.

- Quotations are being sought for park furniture and BBQs.
- Works are expected to commence in February 2023.

### **3.6 Kyalite Riverside Reserve**

Planning is underway for solar lighting to be installed at the Kyalite Riverfront steps and an information board to be placed at the car park.

## **4. BUILDINGS AND FACILITIES**

### **4.1 Balranald Caravan Park**

Quotes have been requested for renovation works to the Amenities Block and Cabin 14 under the Crown Reserves Improvement Fund (CRIF) grant.

Council have not received any quotes at this point.

### **4.2 Balranald Discovery Centre (Visitor Information Centre)**

- Plans for further development of the Discovery Centre have been approved by Council.
- The REF (Review of Environmental Factors) Part 5.1 document has been assessed and approved by Hay Shire Council.
- Plans have been notified to neighbouring property owners.
- The Engineering design is being evaluated and costed by a Structural Engineering firm.

### **4.3 Balranald Swimming Pool**

The pools have been painted and will be refilled during the week commencing October 17<sup>th</sup> for the pool to be opened on Saturday October 22<sup>nd</sup>.

### **4.4 Euston Courthouse**

A conservation management plan has been commissioned; however, the contractor is yet to visit the site. The results of this plan will assist in the determination of future conservation and renovation works on the building.

### **4.5 Theatre Royal**

The Theatre Royal row of buildings was subject to smoke and water damage after the fire which occurred on 7 August 2022. Insurance assessments have been carried out and repairs commenced on 12 September 2022. The repairs include removal and replacement of damaged ceiling portions, light fittings and carpets, and repainting of damaged areas.

The Can Assist book shop is currently located in the Theatre Royal “ticketing office” until repairs to the usual shop location have been completed.

Conservation works related to the LRCI Phase 2 funding have not progressed, with fire damage repairs taking precedence.

### **4.6 Sealing of Off-Street Parking Areas (Balranald Tennis Courts and Balranald Gallery)**

Works will be scheduled for warmer drier weather – October 2022.

### **4.7 C.W.A. Building**

Works have commenced with ceilings and widows being replaced, further works are ongoing and are planned to be completed by January 2023.

**4.8 Aerodrome**

Normal operations with regular inspections.

**4.9 Balranald & Euston Waste Management***a) Contract for Waste Collection Services for Balranald and Euston.*

The Balranald Waste Collection contract has been negotiated with current contractor.

The Euston Waste Collection contract is current until 2025 with the current contractor.

*b) Site Management Services for Balranald Waste Facility*

Council commenced operations at the Balranald Waste Facility on October 1<sup>st</sup>. A staff position has been created at Council for a Waste Facility Operator, this position has been advertised and Council have received two responses.

Council has sourced suitable machinery for Operations at the Waste Facility from FWG in Mildura. As there is no Public Weighbridge service available in Balranald, Council is investigating the viability of installing a weighbridge at the Balranald Waste Facility.

**4.10 Balranald Cemetery Masterplan**

No progress.

**4.11 Balranald Cemetery Columbarium**

The Columbarium at the Balranald Cemetery has only one space left.

Quotes have been sought from several bricklayers, with little response. Council has advertised via an RFQ process from outside of the local area.

**5. TOWN MAINTENANCE WORKS****5.1 Balranald town maintenance**

The Parks and Gardens team continue to keep the town in a presentable and tidy state.

**5.2 Euston Village maintenance**

The Euston Operations team continue to keep the village in a presentable state with routine town maintenance tasks and specific works as required.

**FINANCIAL IMPLICATION**

As per authorised budget.

**LEGISLATIVE IMPLICATION**

All works planned with applicable WHS requirements

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**9.3 REPORT ON AREAS OF COUNCIL'S FINANCIAL OPERATIONS**

<b>File Number:</b>	<b>D22.72841</b>
<b>Reporting Officer:</b>	<b>Kristy Cameron, Finance Officer</b> <b>John Batchelor, Finance</b> <b>Janelle Dalton, Rates Officer</b> <b>Danika Dunstone, Customer Service Officer</b> <b>Edna Mendes, Finance Consultant</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, General Manager</b>
<b>Operational Plan Objective:</b>	<b>Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.</b>

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**OFFICER RECOMMENDATION**

That Council receives and notes the following financial information for the period ending 30 September 2022.

**PURPOSE OF REPORT**

The purpose of this report is to advise and report to council on the status of the following financial areas of operation-

- 1 Investments
- 2 Bank Reconciliation
- 3 Monthly Statement of Rates and Charges
- 4 Monthly Summary of Revenue and Expenditure for the Caravan Park
- 5 Monthly Summary of Revenue and Expenditure for the Bidgee Haven Hostel
- 6 Monthly Summary of Revenue and Expenditure for the Tourist Information Centre
- 7 Monthly Summary of Revenue and Expenditure for the Library
- 8 Debtors
- 9 Grants – See separate report
- 10 Statement of Currency of Work within the Finance Function of Council

**REPORT****1 Investments**

Council's total investments including cash as at 30 September 2022 is \$23,045,321. This is an increase of \$1,084,594 on the previous month's total of \$21,960,727. It should be noted the balance of Council's cash at bank account changes daily with revenue received and payments made.

Receipts for September 2022 included:-

- Block Grant - \$660,000
- Hostel Milestone 1 - \$204,166
- Creative Learning Grant - \$170,626

Payments for September 2022 included:-

- Consultants - \$54,912

- Plant Hire - \$118,942
- RNR, SES, RFS Contribution - \$92,780

Reporting of interest earned on all investments has been revamped for 2022/23 to include monthly interest earned, rather than just those investments which have matured and interest monies deposited into Council's bank account. This report is listed below

Term Deposit investments are \$17,500,000 as at 30 September 2022

Term Deposits	S&P Rating	Term (Days)	Start Date	Maturity Date	Interest Rate/ Rate of Return	Investment \$\$ Value	Daily Interest	Total YTD Interest Earnings to 30 June 2023
<a href="#">Westpac Bank A/C 176-576</a>	A-1+	371	16/11/2021	22/11/2022	0.25%	1,000,000	\$ 6.85	\$ 986.30
<a href="#">Westpac Bank A/C 176-576</a>	A-1+	304	23/06/2022	23/04/2023	2.61%	1,000,000	\$ 71.51	\$ 21,166.03
<a href="#">AMP - 51396</a>	A-2			Matured			\$ 10.27	\$ 246.58
<a href="#">AMP - 53454</a>	A-2	337	17/03/2022	17/02/2023	1.00%	500,000	\$ 13.70	\$ 3,164.38
<a href="#">AMP - 53473</a>	A-2	365	21/03/2022	21/03/2023	1.25%	500,000	\$ 17.12	\$ 4,503.42
<a href="#">Macquarie Bank - 053986</a>	A-1	365	1/03/2022	1/03/2023	0.95%	500,000	\$ 13.01	\$ 3,162.33
<a href="#">Macquarie Bank - 054099</a>	A-1	365	8/03/2022	8/03/2023	0.95%	500,000	\$ 13.01	\$ 3,253.42
<a href="#">Macquarie Bank - 054394</a>	A-1		28/09/2021	Matured			\$ 5.48	\$ 487.72
<a href="#">Macquarie Bank - 055055</a>	A-1		29/10/2021	Matured			\$ 13.70	\$ 1,205.60
<a href="#">Macquarie Bank - 055370</a>	A-1	332	23/11/2021	21/10/2022	0.50%	500,000	\$ 6.85	\$ 767.12
<a href="#">Macquarie Bank - 055858</a>	A-1	330	23/12/2021	18/11/2022	0.50%	500,000	\$ 6.85	\$ 958.90
<a href="#">Macquarie Bank - 051049</a>	A-1	365	1/03/2022	1/03/2023	0.95%	500,000	\$ 13.01	\$ 3,162.33
<a href="#">Macquarie Bank - 054394</a>	A-1	152	28/09/2022	27/02/2023	3.83%	500,000	\$ 52.47	\$ 14,480.55
<a href="#">Macquarie Bank - 055055</a>	A-1	120	27/09/2022	25/01/2023	3.58%	1,000,000	\$ 98.08	\$ 27,168.77
<a href="#">NAB Bank</a>	A-1+	335	11/01/2022	12/12/2022	0.63%	1,000,000	\$ 17.26	\$ 2,830.68
<a href="#">NAB Bank</a>	A-1+	181	23/06/2022	21/12/2022	2.85%	1,000,000	\$ 78.08	\$ 13,508.22
<a href="#">NAB Bank</a>	A-1+	300	23/06/2022	19/04/2023	3.40%	1,000,000	\$ 93.15	\$ 27,200.00
<a href="#">NAB Bank</a>	A-1+	300	23/06/2022	19/04/2023	3.40%	1,000,000	\$ 93.15	\$ 27,200.00
<a href="#">Bank of Queensland -</a>	A-2	365	24/03/2022	24/03/2023	1.35%	1,000,000	\$ 36.99	\$ 9,838.36
<a href="#">Bank of Queensland</a>	A-2	365	9/05/2022	9/05/2023	2.95%	500,000	\$ 40.41	\$ 12,608.22
<a href="#">Commonwealth Bank</a>	A-1+	301	13/01/2022	10/11/2022	0.48%	500,000	\$ 6.58	\$ 867.95
<a href="#">Commonwealth Bank</a>	A-1+	300	23/12/2021	19/10/2022	0.48%	500,000	\$ 6.58	\$ 723.29
<a href="#">Commonwealth Bank</a>	A-1+	360	4/03/2022	27/02/2023	0.85%	500,000	\$ 11.64	\$ 2,806.16
<a href="#">Commonwealth Bank</a>	A-1+	360	4/03/2022	27/02/2023	0.85%	1,000,000	\$ 23.29	\$ 5,612.33
<a href="#">Commonwealth Bank -</a>	A-1+	364	11/03/2022	10/03/2023	1.00%	500,000	\$ 13.70	\$ 3,452.05
<a href="#">Commonwealth Bank</a>	A-1+	364	11/03/2022	10/03/2023	1.00%	500,000	\$ 13.70	\$ 3,452.05
<a href="#">Commonwealth Bank</a>	A-1+	365	23/05/2022	23/05/2023	2.94%	1,000,000	\$ 80.82	\$ 26,347.95
<a href="#">Commonwealth Bank</a>	A-1+	364	18/03/2022	17/03/2023	1.00%	500,000	\$ 13.70	\$ 3,547.95
<b>Total Term Deposits</b>				<b>Avg Rate</b>	<b>1.58%</b>	<b>\$17,500,000</b>		<b>\$ 224,708.67</b>
<b>Total At Call Accounts</b>						<b>5,545,321</b>		<b>\$8,849.06</b>
<b>Total Investments as at 30 September 2022</b>						<b>\$ 23,045,321</b>		<b>\$ 233,557.73</b>

Interest Earned on Term Deposits for September 2022	\$21,782.65
Interest Earned on At Call accounts for September 2022	\$3,351.03
<b>Total Interest on Investments for September 2022</b>	<b>\$25,133.68</b>

Note ... Interest on Investments as per 2022/23 Budget	General Fund	\$ 60,000
	Water Fund	\$ 7,000
	Sewer Fund	\$ 3,000
	Bidgee Haven Hostel	\$ 25,000
		<b>\$ 95,000</b>
<b>YTD Interest on Investments</b>	<b>Term Deposits</b>	<b>\$ 224,709</b>
	<b>At Call - 1st July to 30 September 2022</b>	<b>\$ 8,849</b>
		<b>\$ 233,558</b>

A summary of Council's investment and cash balances as at 30 September 2022 is as follows:

MONTHLY BANK & INVESTMENT REPORT				30/09/2022			
	Reference	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+	360	4/03/2022	27/02/2023	0.85%	500,000
<a href="#">Commonwealth Bank</a>		A-1+	360	4/03/2022	27/02/2023	0.85%	1,000,000
<a href="#">Macquarie Bank - 051049</a>		A-1	365	1/03/2022	1/03/2023	0.95%	500,000
<a href="#">Commonwealth Bank</a>		A-1+	301	13/01/2022	10/11/2022	0.48%	500,000
<a href="#">Commonwealth Bank</a>		A-1+	364	18/03/2022	17/03/2023	1.00%	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	337	17/03/2022	17/02/2023	1.00%	500,000
<a href="#">AMP - 53473</a>		A-2	365	21/03/2022	21/03/2023	1.25%	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	365	1/03/2022	1/03/2023	0.95%	500,000
<a href="#">Macquarie Bank - 054099</a>		A-1	365	8/03/2022	8/03/2023	0.95%	500,000
<a href="#">Macquarie Bank - 054394</a>		A-1	152	28/09/2022	27/02/2023	3.83%	500,000
<a href="#">Commonwealth Bank -</a>		A-1+	364	11/03/2022	10/03/2023	1.00%	500,000
<a href="#">Commonwealth Bank</a>		A-1+	364	11/03/2022	10/03/2023	1.00%	500,000
<a href="#">Bank of Queensland -</a>		A-2	365	24/03/2022	24/03/2023	1.35%	1,000,000
<a href="#">Bank of Queensland</a>		A-2	365	9/05/2022	9/05/2023	2.95%	500,000
<a href="#">Macquarie Bank - 055055</a>		A-1	120	27/09/2022	25/01/2023	3.58%	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
<a href="#">Commonwealth Bank</a>		A-1+	365	23/05/2022	23/05/2023	2.94%	1,000,000
<a href="#">NAB Bank</a>		A-1+	300	23/06/2022	19/04/2023	3.40%	1,000,000
<a href="#">NAB Bank</a>		A-1+	181	23/06/2022	21/12/2022	2.85%	1,000,000
<a href="#">NAB Bank</a>		A-1+	365	23/06/2022	23/06/2023	3.40%	1,000,000
<a href="#">Westpac Bank</a>		A-1+	304	23/06/2022	23/04/2023	2.61%	1,000,000
<b>Total Term Deposits</b>						Avg Rate 1.58%	<b>17,500,000</b>
<b>At Call Accounts</b>							
Westpac Cash Reserves A/C 162 975		A-1+			At Call	0.01%	2,005,133
Tcorp A/C 1268		A-1+			At Call	0.01%	1,281,759
Macquarie Cash Account - 969891944		A-1			At Call		1,002,099
<b>Total At Call Accounts</b>							<b>4,288,991</b>
<b>Total Investment Accounts</b>							<b>21,788,991</b>
<b>Cash Accounts</b>							
Westpac Bank A/C 000 060		A-1+			Cash at Bank	0.01%	1,256,330
<b>TOTAL CASH AT BANK</b>							<b>1,256,330</b>
<b>TOTAL INVESTMENTS PORTFOLIO INCLUDING CASH</b>							<b>23,045,321</b>

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

Financial Institutions	Ratings	Composition %	Amount ('000)
Westpac	A-1+	18.38	4,005
AMP	A-2	4.59	1,000
CBA	A-1+	22.95	5,000
MAC	A-1	22.96	5,002
Tcorp	A-1+	5.88	1,282
BOQ	A-2	6.88	1,500
NAB	A-1+	18.36	4,000
<b>Total</b>		<b>100.00</b>	<b>21,789</b>

Council is 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.

The table below shows the individual make-up of the restricted amounts that combine to a total of \$19,032,997 at end of September.

**Details of Restrictions**

**External Restrictions**

Specific Purpose Unexpended Capital Grants - Gen Fund	\$ 3,206,390
Specific Purpose Unexpended Capital Grants - Water Fund	\$ 5,965
Specific Purpose Unexpended Operational Grants - Gen Fund	\$ 118,851
Other - Water Fund	\$ 2,962,000
Other - Sewer Fund	\$ 1,252,000
Other - Domestic Waste Management	\$ 390,300
Other - Stormwater Levy - Urban Drainage Improvements	\$ 19,000

**Internal Restrictions**

Caravan Park	\$ 485,600
Bidgee Haven Hostel Bonds	\$ 1,813,377
Other	\$ 8,779,514

<b>Total Restrictions</b>	<b>\$ 19,032,997</b>
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**Unrestricted Cash Investments**

\$4,012,324

<b>Total Investments</b>	<b>\$ 23,045,321</b>
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**SUMMARY**

Council currently holds \$23,045,321 in Cash and Investments. The average interest rate trend has increased for September 2022 being 1.58% overall.

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

**2 Bank Reconciliation**

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at 30 September 2022 and is shown below:

<b>Cashbook Summary</b>	
Opening Cashbook Balance	2,183,444
Plus Receipts	2,247,526
Less Payments	(3,174,626)
<b>Cashbook Balance at 30 September 2022</b>	<b>1,256,344</b>
<b>Statement Summary</b>	
Opening Statement Balance	2,176,997
Plus Receipts	2,253,959
Less Payments	(3,174,626)
<b>Bank Statement Balance at 30 September 2022</b>	<b>1,256,330</b>
Plus Unpresented Receipts	3,588
Less Unpresented Payments	(3,574)
<b>Reconciliation Balance at 30 September 2022</b>	<b>1,256,344</b>

## 3. STATEMENT OF RATES AND CHARGES

Balranald Shire Council - Statement of Rates and Charges								
As at 6 October 2022								
Income Category	Nett Arrears 1st July 2022	2022/23 Nett Levy	Total Receivable	Amount Collected as at 6 October 2022	Collection as a % of Total Receivable	Arrears Amount	Arrears as a % of Total Receivable	Nett Arrears 1 July 2022 as a % of Nett Levy
General Fund Rates incl Interest / Legal charges	\$121,800.98	\$3,157,127.36	\$3,278,928.34	\$1,777,046.78	54.20%	\$1,501,881.56	45.80%	3.86%
Waste Management Charges	\$21,056.95	\$436,541.72	\$457,598.67	\$211,070.23	46.13%	\$246,528.44	53.87%	4.82%
Stormwater Levy Charges	\$1,220.45	\$19,256.55	\$20,477.00	\$8,589.95	41.95%	\$11,887.05	58.05%	6.34%
Water Fund - Access Charges	\$52,483.20	\$891,924.36	\$944,407.56	\$445,639.83	47.19%	\$490,284.26	51.91%	5.88%
Sewerage Fund - Annual Charges	\$34,045.03	\$703,179.55	\$737,224.58	\$349,166.19	47.36%	\$388,058.39	52.64%	4.84%
	<b>\$230,606.61</b>	<b>\$5,208,029.54</b>	<b>\$5,438,636.15</b>	<b>\$2,791,512.98</b>	<b>51.33%</b>	<b>\$2,638,639.70</b>	<b>48.52%</b>	<b>4.43%</b>
Water Fund - Consumption Charges	\$63,981.44	\$144,945.91	\$208,927.35	\$148,026.92	70.85%	\$60,900.43	29.15%	44.14%
Sewerage Fund - Usage Charges Non Residential	\$3,725.48	\$20,794.37	\$24,519.85	\$17,969.55	73.29%	\$6,550.30	26.71%	17.92%
	<b>\$67,706.92</b>	<b>\$165,740.28</b>	<b>\$233,447.20</b>	<b>\$165,996.47</b>	<b>71.11%</b>	<b>\$67,450.73</b>	<b>28.89%</b>	<b>40.85%</b>
<b>Total 2022/23</b>	<b>\$298,313.53</b>	<b>\$5,373,769.82</b>	<b>\$5,672,083.35</b>	<b>\$2,957,509.45</b>	<b>52.14%</b>	<b>\$2,706,090.43</b>	<b>47.71%</b>	<b>5.55%</b>

4 Monthly Summary of Revenue and Expenditure for the Caravan Park

	Original Budget	Amendments to Budget for September QBR	Actual YTD 30 September 2022	Remaining Budget	Anticipated 30 June 2023	YTD Actual %
<b>CARAVAN PARK 2022/23</b>						
<b>REVENUE</b>						
6540-1500 Fees	\$500,000	\$80,000	\$153,654	\$426,346	\$580,000	26.5%
6540-1501 Washing Machine Charges	\$3,500		\$2,009	\$1,491	\$3,500	57.4%
6540-1512 Caravan Park - Merchandise Sales	\$500	\$1,500	\$883	\$1,117	\$2,000	44.2%
6540-1717						
<b>TOTAL OPERATING REVENUE</b>	<b>\$504,000</b>	<b>\$81,500</b>	<b>\$156,546</b>	<b>\$428,954</b>	<b>\$585,500</b>	<b>26.7%</b>
<b>EXPENDITURE</b>						
6540-2000 Salaries	\$166,800	\$63,200	\$52,185	\$177,815	\$230,000	22.7%
6540-2110 Caravan Park Advertising	\$1,200		\$388	\$812	\$1,200	32.3%
6540-2130 Bank Charges	\$3,300		\$847	\$2,453	\$3,300	25.7%
6540-2150 Caravan Park - Cleaning Materials	\$10,000		\$2,491	\$7,509	\$10,000	24.9%
6540-2205 Electricity - Operational	\$30,000		\$0	\$30,000	\$30,000	0.0%
6540-2245 Admin Charges - Sals, Rates/Charges, Insur,	\$105,960		\$26,490	\$79,470	\$105,960	25.0%
6540-2270 Caravan Park - Legal Expenses	\$2,000		\$0	\$2,000	\$2,000	0.0%
6540-2295 Caravan Park - Software Support	\$4,000		\$0	\$4,000	\$4,000	0.0%
6540-2350 Telephone	\$500	\$2,500	\$1,144	\$1,856	\$3,000	38.1%
6540-2392 Caravan Park R & M	\$47,000		\$11,965	\$35,035	\$47,000	25.5%
6540-2397 Caravan Park - Consumables GST	\$30,000		\$7,626	\$22,374	\$30,000	25.4%
6540-2398 Caravan Park - Consumables No GST	\$10,000		\$0	\$10,000	\$10,000	0.0%
6540-2600 Depreciation	\$53,000		\$13,250	\$39,750	\$53,000	25.0%
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$463,760</b>	<b>\$65,700</b>	<b>\$116,386</b>	<b>\$413,074</b>	<b>\$529,460</b>	<b>22.0%</b>
<b>NET OPERATING SURPLUS / DEFICIT</b>	<b>\$40,240</b>	<b>\$15,800</b>	<b>\$40,160</b>	<b>\$15,880</b>	<b>\$56,040</b>	
<b>CAPITAL</b>						
6540-1100 <b>Capital Revenue</b>						
Capital Grants - CRIF	\$772,000	-\$500		\$771,500	\$771,500	0.0%
Transfer from Restriction	\$0			\$0	\$0	
<b>Total Capital Revenue</b>	<b>\$772,000</b>	<b>-\$500</b>	<b>\$0</b>	<b>\$771,500</b>	<b>\$771,500</b>	
<b>Capital Expenditure</b>						
CRIF Grant Expenditure	\$772,000	-\$500		\$772,000	\$771,500	0.0%
Transfer to Restriction	\$40,240		\$0	\$56,040	\$56,040	0.0%
<b>Total Capital Expenditure</b>	<b>\$812,240</b>	<b>-\$500</b>	<b>\$0</b>	<b>\$828,040</b>	<b>\$827,540</b>	
<b>Net Capital Surplus/ (Deficit)</b>	<b>-\$40,240</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$56,540</b>	<b>-\$56,040</b>	
<b>Net Overall Result Surplus/ (Deficit)</b>	<b>\$0</b>	<b>\$15,800</b>	<b>\$40,160</b>	<b>-\$40,660</b>	<b>\$0</b>	

## SUMMARY

Caravan Park 2022/23	Original Budget	Amendments to Budget for September QBR	Actual YTD 30 September 2022	Remaining Budget	Anticipated 30 June 2023
Total Operating Revenue	\$504,000	\$81,500	\$156,546	\$428,954	\$585,500
Total Operating Expenditure	\$463,760	\$65,700	\$116,386	\$413,074	\$529,460
<b>Net Operating Surplus / Deficit</b>	<b>\$40,240</b>	<b>\$15,800</b>	<b>\$40,160</b>	<b>\$15,880</b>	<b>\$56,040</b>
Total Capital Revenue	\$772,000	-\$500	\$0	\$771,500	\$771,500
Total Capital Expenditure	\$812,240	-\$500	\$0	\$828,040	\$827,540
<b>Net Capital Surplus / (Deficit)</b>	<b>-\$40,240</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$56,540</b>	<b>-\$56,040</b>
<b>Net Overall Result Surplus/ (Deficit)</b>	<b>\$0</b>	<b>\$15,800</b>	<b>\$40,160</b>	<b>-\$40,660</b>	<b>\$0</b>

5 Monthly Summary of Revenue and Expenditure for the Bidgee Haven Hostel

BIDGEE HAVEN HOSTEL 2022/23	Original Budget	Amendments to Budget for September QBR	Actual YTD 30 September 2022	Remaining Budget	Anticipated 30 June 2023	YTD Actual %
<b>REVENUE</b>						
Permanent Care Subsidies	\$915,000		\$226,618	\$688,382	\$915,000	24.8%
Hostel - Training Subsidies	\$3,000		\$2,250	\$750	\$3,000	75.0%
Respite Care Fees	\$10,000		\$765	\$9,235	\$10,000	7.7%
Hostel - Resident Care (Commonwealth)	\$70,000	-\$10,000	\$12,997	\$47,003	\$60,000	21.7%
Hostel - Resident Accommodation Fees	\$30,000		\$7,560	\$22,440	\$30,000	25.2%
Hostel - Resident Daily Care Fees	\$255,000		\$58,260	\$196,740	\$255,000	22.8%
Business Improvement Grant	\$0	\$285,548	\$185,606	\$99,942	\$285,548	65.0%
Hostel - Interest Received	\$25,000		\$6,250	\$18,750	\$25,000	25.0%
<b>TOTAL OPERATING REVENUE</b>	<b>\$1,308,000</b>	<b>\$275,548</b>	<b>\$500,306</b>	<b>\$1,083,242</b>	<b>\$1,583,548</b>	<b>31.6%</b>
<b>EXPENDITURE</b>						
Salaries	\$1,060,000	-\$90,000	\$222,715	\$747,285	\$970,000	23.0%
Medical Expenses	\$2,000		\$750	\$1,250	\$2,000	37.5%
Drs Visits to Hostel	\$4,000		\$0	\$4,000	\$4,000	0.0%
Training	\$10,000		\$580	\$9,420	\$10,000	5.8%
Audit Fees	\$5,000		\$0	\$5,000	\$5,000	0.0%
Electricity	\$30,000		\$4,889	\$25,111	\$30,000	16.3%
Gas	\$1,000		\$0	\$1,000	\$1,000	0.0%
Sundry Expenses	\$500	\$500	\$607	\$393	\$1,000	60.7%
Linen Replacements	\$2,000		\$0	\$2,000	\$2,000	0.0%
Laundry Services	\$6,000		\$2,313	\$3,687	\$6,000	38.6%
Cleaning Materials	\$6,000		\$500	\$5,500	\$6,000	8.3%
Pharmaceutical Supplies	\$10,000		\$2,380	\$7,620	\$10,000	23.8%
Council Admin Charges - Salaries, Insur, Rates	\$128,500		\$32,125	\$96,375	\$128,500	25.0%
Printing & Stationery	\$3,000		\$461	\$2,539	\$3,000	15.4%
IT Expenditure	\$2,000		\$0	\$2,000	\$2,000	0.0%
Repairs & Maintenance	\$40,000		\$10,856	\$29,144	\$40,000	27.1%
Subscriptions & Memberships	\$6,000		\$5,277	\$723	\$6,000	88.0%
Telephone	\$3,000		\$586	\$2,414	\$3,000	19.5%
Food Supplies	\$55,000		\$7,835	\$47,165	\$55,000	14.2%
Commuter Bus and Sedan Running Costs	\$0	\$10,000	\$2,500	\$7,500	\$10,000	25.0%
Business Improvement Grant	\$0	\$285,548	\$0	\$285,548	\$285,548	0.0%
Depreciation	\$54,000		\$13,500	\$40,500	\$54,000	25.0%
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$1,428,000</b>	<b>\$206,048</b>	<b>\$307,874</b>	<b>\$1,326,174</b>	<b>\$1,634,048</b>	<b>18.8%</b>
<b>NET OPERATING SURPLUS / DEFICIT</b>	<b>-\$120,000</b>	<b>\$69,500</b>	<b>\$192,432</b>	<b>-\$242,932</b>	<b>-\$50,500</b>	

Changes to and adherence to newly introduced rosters will result in significant savings on salaries.

BIDGEE HOSTEL SELF CARE UNITS 2022/23	Original Budget	Amendments to Budget for September QBR	Actual YTD 30 September 2022	Remaining Budget	Anticipated 30 June 2023	YTD Actual %
<b>REVENUE</b>						
Unit Rentals	\$24,000	-\$12,000	\$2,430	\$9,570	\$12,000	20.25%
<b>EXPENDITURE</b>						
Electricity	\$0	\$2,000	\$0.00	\$2,000.00	\$2,000.00	0.00%
Insurance	\$1,200		\$1,200.00	\$0.00	\$1,200.00	100.00%
Rates and Charges	\$12,300	-\$4,300	\$4,136.00	\$3,864.00	\$8,000.00	51.70%
Repairs and Maintenance	\$0	\$3,000	\$851.00	\$2,149.00	\$3,000.00	28.37%
	<b>\$13,500</b>	<b>\$700</b>	<b>\$6,187.00</b>	<b>\$8,013.00</b>	<b>\$14,200.00</b>	<b>43.57%</b>
<b>NET OPERATING SURPLUS / DEFICIT</b>	<b>\$10,500</b>	<b>-\$12,700</b>	<b>-\$3,757</b>	<b>\$1,557</b>	<b>-\$2,200</b>	

## 6 Monthly Summary of Revenue and Expenditure for the Tourist Information Centre

TOURISM 2022/23	Original Budget	Amendments to Budget for September QBR	Actual YTD 30 September 2022	Remaining Budget	Anticipated 30 June 2023	YTD Actual %
<b>REVENUE</b>						
Fees	\$2,000		\$0	\$2,000	\$2,000	0.0%
Tourist Info Centre -Souvenir Sales	\$60,000		\$21,973	\$38,027	\$60,000	36.6%
Sales Yanga HH Guides	\$200		\$1,712	\$288	\$2,000	85.6%
Commissions	\$500		\$0	\$500	\$500	0.0%
Tourism Advertising	\$2,000		\$0	\$2,000	\$2,000	0.0%
Donations - Discovery Centre	\$5,000		\$1,089	\$3,911	\$5,000	21.8%
Operational Grant- Reconnecting Regional NSW	\$0	\$150,000	\$120,683	\$29,317	\$150,000	80.5%
<b>TOTAL OPERATING REVENUE</b>	<b>\$69,700</b>	<b>\$150,000</b>	<b>\$145,457</b>	<b>\$76,043</b>	<b>\$221,500</b>	<b>65.7%</b>
<b>EXPENDITURE</b>						
Salaries	\$115,000		\$28,112	\$86,888	\$115,000	24.4%
Tourism Staff Uniforms	\$425		\$0	\$425	\$425	0.0%
Training	\$1,275		\$109	\$1,166	\$1,275	8.5%
Advertising	\$23,460		\$3,452	\$20,008	\$23,460	14.7%
Security Monitoring	\$850		\$136	\$714	\$850	16.0%
Conference Expenses	\$1,700		\$0	\$1,700	\$1,700	0.0%
General Expenses	\$1,700		\$0	\$1,700	\$1,700	0.0%
Admin Charges -Sals, Rates/charges, Insur	\$76,260		\$19,065	\$57,195	\$76,260	25.0%
Special Events - Shows / Movies	\$1,700		\$764	\$936	\$1,700	44.9%
Council Run Special Events and Festivals	\$5,100		\$0	\$5,100	\$5,100	0.0%
Christmas Decorations	\$850		\$0	\$850	\$850	0.0%
Seminars & Workshops - Local	\$850		\$40	\$810	\$850	4.7%
Subscriptions	\$1,700		\$0	\$1,700	\$1,700	0.0%
Tourism Visitor Guide Booklets	\$0	\$12,000	\$0	\$12,000	\$12,000	0.0%
Travelling Expenses	\$850		\$0	\$850	\$850	0.0%
Souvenirs	\$35,000		\$11,558	\$23,442	\$35,000	33.0%
Depreciation	\$9,580		\$2,395	\$7,185	\$9,580	25.0%
Operational Grant- Reconnecting Regional NSW	\$0	\$150,000	\$0	\$150,000	\$150,000	0.0%
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$276,300</b>	<b>\$162,000</b>	<b>\$65,631</b>	<b>\$372,669</b>	<b>\$438,300</b>	<b>15.0%</b>
<b>NET OPERATING SURPLUS/DEFICIT</b>	<b>-\$206,600</b>	<b>-\$12,000</b>	<b>\$79,826</b>	<b>-\$296,626</b>	<b>-\$216,800</b>	
<b>Capital Revenue</b>						
Grants - Joint Organisation	\$0	\$0	\$0	\$0	\$0	#DIV/0!
<b>Total Capital Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
<b>Capital Expenditure</b>						
Joint Organisation Discovery Centre Complex	\$0	\$0	\$0	\$0	\$0	#DIV/0!
<b>Total Capital Expenditure</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
<b>Net Capital Surplus/ (Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Net Result Surplus/ (Deficit)</b>	<b>-\$206,600.00</b>	<b>-\$12,000.00</b>	<b>\$79,826.00</b>	<b>-\$296,626.00</b>	<b>-\$216,800.00</b>	

TOURISM 2022/23	Original Budget	Amendments to Budget for September QBR	Actual YTD 30 September 2022	Remaining Budget	Anticipated 30 June 2023
Total Operating Revenue	\$69,700	\$150,000	\$145,457	\$76,043	\$221,500
Total Operating Expenditure	\$276,300	\$162,000	\$65,631	\$372,669	\$438,300
<b>Net Operating Result Surplus / Deficit</b>	<b>-206,600.00</b>	<b>-12,000.00</b>	<b>79,826.00</b>	<b>-296,626.00</b>	<b>-216,800.00</b>
Total Capital Revenue	0.00	0.00	0.00	0.00	0.00
Total Capital Expenditure	0.00	0.00	0.00	0.00	0.00
<b>Net Capital Surplus / (Deficit)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Overall Result Surplus / (Deficit)</b>	<b>-206,600.00</b>	<b>-12,000.00</b>	<b>79,826.00</b>	<b>-296,626.00</b>	<b>-216,800.00</b>

**7 Monthly Summary of Revenue and Expenditure for the Library**

Library Services 2022/23	Original Budget	Amendments to Budget for September QBR	Actual YTD 30 September 2022	Remaining Budget	Anticipated 30 June 2023	YTD Actual %
<b>REVENUE</b>						
Library Operational Subsidy	\$67,400	-\$19,941	\$0	\$47,459	\$47,459	0.0%
Library Sundry Sales	\$0	\$100	\$49	\$51	\$100	49.0%
Operational Grants - Other		\$5,131	\$5,131	\$0	\$5,131	
<b>TOTAL OPERATING REVENUE</b>	<b>\$67,400</b>	<b>-\$14,710</b>	<b>\$5,180</b>	<b>\$47,510</b>	<b>\$52,690</b>	<b>9.8%</b>
<b>EXPENDITURE</b>						
Library - Salaries	\$50,000		\$12,837	\$37,163	\$50,000	25.7%
Training	\$850	\$3,000	\$3,142	\$708	\$3,850	81.6%
Electricity	\$2,000		\$0	\$2,000	\$2,000	0.0%
Office Expenses	\$850		\$430	\$420	\$850	50.6%
Administration Charge	\$14,800		\$3,700	\$11,100	\$14,800	25.0%
Printing and Stationery	\$595		\$22	\$573	\$595	3.7%
Books and Journals	\$3,825		\$2,236	\$1,589	\$3,825	58.5%
IT	\$1,700		\$0	\$1,700	\$1,700	0.0%
Repairs and Maintenance	\$1,700		\$401	\$1,299	\$1,700	23.6%
Security Monitoring	\$595		\$0	\$595	\$595	0.0%
Subscriptions	\$1,955		\$1,804	\$151	\$1,955	92.3%
Telephone and Communications	\$500		\$155	\$345	\$500	31.0%
Internet	\$1,700		\$268	\$1,432	\$1,700	15.8%
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$81,070</b>	<b>\$3,000</b>	<b>\$24,995</b>	<b>\$59,075</b>	<b>\$84,070</b>	<b>29.7%</b>
<b>NET OPERATING SURPLUS / DEFICIT</b>	<b>-\$13,670</b>	<b>-\$17,710</b>	<b>-\$19,815</b>	<b>-\$11,565</b>	<b>-\$31,380</b>	
<b>CAPITAL</b>						
<b>Capital Revenue</b>						
Library Grant	\$0	\$16,563	\$0	\$16,563	\$16,563	0.0%
Library Grant Specific Project	\$0	\$67,862	\$0	\$67,862	\$67,862	0.0%
<b>Total Capital Revenue</b>	<b>\$0</b>	<b>\$84,425</b>	<b>\$0</b>	<b>\$84,425</b>	<b>\$84,425</b>	
<b>Capital Expenditure</b>						
Library Grant	\$0	\$16,563	\$0	\$16,563	\$16,563	0.0%
Library Grant Specific Project	\$0	\$67,862	\$0	\$67,862	\$67,862	0.0%
<b>Total Capital Expenditure</b>	<b>\$0</b>	<b>\$84,425</b>	<b>\$0</b>	<b>\$84,425</b>	<b>\$84,425</b>	
<b>Net Capital Surplus/ (Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Net Overall Result Surplus/ (Deficit)</b>	<b>-\$13,670</b>	<b>-\$17,710</b>	<b>-\$19,815</b>	<b>-\$11,565</b>	<b>-\$31,380</b>	

**SUMMARY**

Library Services 2022/23	Original Budget	Amendments to Budget for September QBR	Actual YTD 30 September 2022	Remaining Budget	Anticipated 30 June 2023
Total Operating Revenue	\$67,400	\$14,710	\$5,180	\$47,510	\$52,690
Total Operating Expenditure	\$81,070	\$3,000	\$24,995	\$59,075	\$84,070
<b>Net Operating Surplus / Deficit</b>	<b>-\$13,670</b>	<b>\$17,710</b>	<b>\$19,815</b>	<b>-\$11,565</b>	<b>\$31,380</b>
Total Capital Revenue	\$0	\$84,425	\$0	\$84,425	\$84,425
Total Capital Expenditure	\$0	\$84,425	\$0	\$84,425	\$84,425
<b>Net Capital Surplus / (Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net Overall Result Surplus/ (Deficit)</b>	<b>-\$13,670</b>	<b>\$17,710</b>	<b>\$19,815</b>	<b>-\$11,565</b>	<b>\$31,380</b>

**8 Outstanding Debtors as at 31 August 2022****Outstanding Debtors as at 30 September, 2022**

No. of Accounts	Current	30 days	60 days	90 days	Reference
8	16,223.19				
14		24,670.82			
7			7,211.89		3
16				79,045.04	1
Grant Funds		213,294.40		293,185.60	2
<b>TOTAL</b>	<b>16,223.19</b>	<b>237,965.22</b>	<b>7,211.89</b>	<b>379,125.80</b>	

**Reference**

1. The 90 day outstanding balance is made up of:
  - 18,350.00 – Payment plan in place – renegotiation currently underway
  - 15,402.26 – Currently under debt collection
  - 15,038.81 - Currently under negotiation to recover
  - 15,511.63 – Part of a grant project, investigation undergoing with Engineering
  - 6,926.05 – Contact has been made with customer and arrangements being discussed
  - And a number of smaller debts all either under debt collection or in process of collection by Council.
2. Grants Funds outstanding balance is made up of:
  - 172,502.40 – SCCF Grant Milestone 2 – all requirements are believed to be met and acquittal has been submitted, part payment has been received.
  - 120,683.20 – Reconnecting Regional NSW Grant
3. The 60 day outstanding balance is made up of:
  - There are seven outstanding accounts all of which should be received within this month.

Overall, there has been an increase of \$45,875.22 in outstanding debtors since 31<sup>st</sup> August, 2022.

**9 Grants**

See Separate Report

## **10 Statement of Currency of Work within the Finance Section of Council**

This report has been prepared to advise Council of the currency of work within its finance section in accordance with Council's resolution at its October 2021 meeting. A review has been undertaken of Council's monthly financial statements and actions. Items shown in –

- **Green** indicate work is up to date and no major issues have been identified.
- **Yellow** indicate that some work is required to bring this area up to date.
- **Red** indicate that major work is required in this area of Council's financial operations.

I advise that I have discussed with staff and reviewed processes and certify that the following has been undertaken

- Bank Reconciliations (see 2 above) have been balanced to the General Ledger.
- Rates tasks, including all supplementary valuations and sales transfers are up to date. Rates and Charges notices for 2022/23 were sent out prior to 31 July 2022, and the first instalment was due on 31 August.
- Water bills for usage to 30 June 2022 have been issued and were due 31 August 2022.
- Payroll is up to date
- Plant hire input is up to date. An annual Plant Operational and Utilisation report for 2021/22 has been completed and forwarded to the General Manager and Exec Manager Engineering for perusal and any follow up action in respect to setting new plant rates, and plant fleet considerations
- Creditors are being processed fortnightly and there is no evidence of aged invoices
- Debtor invoices for general works and services are being raised in a timely manner
- Outstanding debtor accounts are continuing to be followed up.
- Leases of council properties are now being reviewed and made current
- Loan repayments are up to date
- Investments – Council now complies with its adopted policy and the Minister's Order
- Investment register has been updated with interest earned on a monthly basis for reporting to Council from 1 July 2022. See comments in Investments ( see 1 above)
- Journals are up to date and authorised by the finance consultants appointed by Council
- Stores issues and processes to be reviewed.

- Valuation of all classes of assets has been completed by APV and a final report has been received and discussions held in relation to valuations for some assets. Valuations for all classes of assets have been utilised in compiling the 2021/22 financial reports whilst depreciation rates on these new asset valuations will be effective as from 1 July 2022.
- Assets identified in the valuation report will be entered into the Practical corporate system and be used to compile reports on asset acquisitions, depreciation of assets and WDV of assets at year end for inclusion in the Annual Financial Statements.
- Creation of a centralised Grants Register is underway and a report on Grants is included in the CM agenda each month. Further grant funding opportunities have been discussed at recent Manex meetings.
- Work has commenced on creating a schedule of monthly finance responsibilities for BSC employees to complete as part of certification of currency of work in the finance area.
- Areas will include –
  - Balancing of sub ledgers
  - Balancing of suspense accounts
  - Balancing of GST transactions
  - Balancing of Investments to the General ledger
  - ATO requirements
  - Capital works expenditures
  - Status of Audit issues raised in AO Management letters.
  - Legislative requirements
- Finance team meetings are being held on a regular basis each month to monitor progress in respective areas of responsibility. The external Finance Consultants, and the Finance Contractor sit in on these meetings.
- The Finance Consultants are to be commended on their excellent work in finalising the 2021/22 Financial Statements and Reports in accordance with OLG and Audit Office NSW requirements. The external auditors commenced their EOY Audit on 19 September and were on site on 26 and 27 September. The completed statements will be lodged with the Audit Office NSW prior to the deadline of 31 October. Staff have worked extremely hard in providing the required information and are to be congratulated on their efforts. This is the first time in the last 4 years that the Financial Statements have been completed by the required deadline. The General Manager and Administrator have been kept abreast of progress and briefed on the results for the 2021/22 financial year.
- Revenue streams and subsidy payments for the Bidgee Haven Hostel are continuing to be reviewed by the Administration Officer to ensure correct payments for subsidy claims are received. The review has seen continued improvement in the bottom line of operations for the Hostel.

- In addition to the above substantial work has been undertaken in developing rosters for the Hostel operations that negate the need for the high level of overtime that has been apparent in past years of operation. This has greatly assisted in improving the bottom line for operations at the Hostel.
- The External finance consultants and contractor will work together to provide Council with the September QBR report at the November meeting.
- As part of the monthly report to council on financial operations it is also proposed to include a report on Capital Works and the first of these reports will be submitted to the November meeting

#### **FINANCIAL IMPLICATION**

Item 8 Reference 2 – Loss of interest on investment from non receipt of Grant payments (currently \$36.16 per day) whilst outstanding.

#### **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

**9.4 GRANT STATUS UPDATE**

<b>File Number:</b>	<b>D22.72985</b>
<b>Reporting Officer:</b>	<b>Carol Holmes, Senior Executive Assistant</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, 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 the report be received and noted.

**PURPOSE OF REPORT**

To provide Council with an updated summary of the current and active grant funded projects across Council.

**REPORT**

Council staff have been gathering information to complete the 2022 Grants Register. Listed in the summary attached are the grants currently on the 2022 register, that are active or in the process of being acquitted or recently acquitted.

At the end of the report we have applications either pending or applications to be submitted.

**FINANCIAL IMPLICATION**

Nil – grant funded

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

As per individual projects

**RISK RATING**

Low

**ATTACHMENTS**

1. **BSC Grants-Projects Update as @ 11-10-2022** [↓](#) 

## Balranald Shire Council Grants/Projects Update Summary As at 11<sup>th</sup> October 2022 Submitted by the Community Projects Coordinator



### Page 1: Report Highlights

#### Page 2:

- Regional Roads Repair Program
- Fixing Local Roads (FLR) Round 1

#### Page 3:

- Fixing Local Roads (FLR) Round 2
- Fixing Local Roads (FLR) Round 3

#### Page 4:

- Roads to Recovery 2019-2024
- Everyone Can Play 2022
- Financial Assistance Grant 2021 – 2023

#### Page 5:

- Bidgee Haven Expansion Grant
- Library Subsidy Grant 2021/22
- Local Priority Grant 2021/22

#### Page 6:

- Public Library Infrastructure Grant 2021/22
- Discovery Centre Redevelopment – Far West JO Grant

#### Page 7:

- Market Street Revitalisation

#### Page 8:

- Our Rivers Our Region

#### Page 9:

- Drought Community Funding Grant
- Local Roads Community Infrastructure Round 1 (LRCI1)

#### Page 10:

- Local Roads Community Infrastructure Round 2 (LRCI2)

#### Page 11:

- Local Roads Community Infrastructure Round 3 (LRCI3)

#### Page 12:

- Stronger Country Community Funds Round 3

#### Page 13:

- Stronger Country Community Funds Round 4

#### Page 14:

- Transport Access Regional Partnerships Funding (TARP) 2019 – 2023
- Street Light Subsidy

#### Page 15:

- Increasing Resilience to Climate Change 2021 IRCC
- Community Building Partnership 2021

#### Page 16:

- Business Improvement Fund 2022 – Dept of Health

#### Page 17:

- Crown Reserve Improvement Fund 21/22

#### Page 18:

- Library Tech-Savvy Program
- Library Solar Farm Grant
- RMCC 2022/23 Contract

#### Page 19:

- Block Grant – 2022/23

#### Page 21-23: APPLICATIONS PENDING

- Community Building Partnership Grant 2022
- COVID-19 Aged Care Support Program Extension – COVID Outbreak Reimbursement
- Office of Responsible Gambling – Community Contribution Panel
- Building Better Regions Fund – Community Stream Round 6
- Regional NSW – Business Case & Strategy Fund
- Stronger Communities Fund Round 5

#### Page 24: APPLICATIONS TO BE SUBMITTED

- Fixing Country Roads Round 6
- Library Infrastructure Grant 2022

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## Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

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### REPORT HIGHLIGHTS:

#### Key Activities This Month:

- The End of Project Report along with the Statement of Expenditure for the Drought Community Funding grant was submitted on the 29<sup>th</sup> September 2022
- Milestone 2 and 3 Payments (Total \$170,626) were received for the Learning Creative Community Centre project under the Stronger Country Community Funds Round 3
- Payment 1 (\$660,000) was received under the Block Grant 2022/23
- Received notice of success along with the signed Funding Agreement for our application under the Reconnecting Regional NSW Community Events Program.
- Received the signed Funding Agreement for the Stronger Country Community Funds Round 4 Grant
- We submitted the Application for the Stronger Country Community Funds Round 5 Grant

#### Completed Projects that have been taken off this Report from last month:

- Block Grant 2021/2022 from Transport NSW
- RMS Repair Program 2020/2021 – Roads and Maritime Services
- Tourism Small Business Video Project
- Youth Grant – Youth Week 2022
- ClubGrant Euston Gym 2021/2022

#### New Projects added to this Report from last month:

- Library Tech-Savvy Program
- Reconnection Regional NSW Community Events Program
- Emergency Service Levy - Reimbursement

#### Applications Submitted since last month:

- Stronger Communities Fund Round 5 Grant

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Ref	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Regional Roads Repair Program 2022/23 – Transport NSW</b>	F22.139	Vince Scoleri  <b>Project Start Date:</b> In Planning Stage  <b>Project Finish Date:</b> 30 <sup>th</sup> June 2023	Increased heavy vehicle traffic on MR67 has resulted in push outs and edge breaks along large sections of the road. To repair damage by adding an overlay of gravel to shoulders and cement stabilising road edges and shoulders. Reseal and reinstall line marking.	\$200,000 – Grant \$200,000 Council Contribution  <b>Funds Received to date:</b>	On the 29 <sup>th</sup> April 2022 Early advice of Council's Priority 2 Project – Balranald Ivanhoe Road was successful for funding.  In Planning Stage Awaiting Agreement
<b>Fixing Local Roads (FLR) – Round 1 – Transport NSW</b>	F20.525 F20.573 F20.572	Vince Scoleri  <b>R1a: Project Start Date:</b> March 2022 <b>Project Finish Date:</b> July 2022  <b>R1b: Project Start Date:</b> Sept 2020 <b>Project Finish Date:</b> Completed	<b>R1a: Weimby Kyalite</b> - Sealing existing road for safety improvements  <b>R1b: Mama Box Creek Road</b> - \$550,000 transfer of funds from R1a to Marma Box Creek Road project via an approved Variation	\$1,927,500 – Grant \$128,500 Council Contribution <b>Balance of funds transferred via a Variation</b>  <b>Funds Received to date:</b> \$550,000 via the transfer	➡ Weimby Kyalite Road construction is complete and balance of funds of \$550,000 has been transferred to Marma Box Creek Road project under via a Variation of Transfer D22.65622.  ➡ This project is now completed  Now that this project is fully completed, this project will be taken off this report next month.

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Fixing Local Roads (FLR) – Round 2 – Transport NSW</b>  <b>Job Cost Code: 6020-4999-000</b>  <b>Revenue: 6100-1100-0004</b>	F21.184	Vince Scoleri  <b>Project Start Date:</b> September 2021  <b>Project Finish Date:</b> Works stopped due to Tender exceeding the budget	Leslie Drive Euston Upgrade - Seal extension and initial seal	\$246,500 – Grant \$14,500 Council Contribution	Works stopped due to Tender exceeding the budget.
<b>Fixing Local Roads (FLR) Round 3 – Transport NSW</b>  <b>Job Cost Code: Tapalin Mail Road: 9008-4999-0001</b>  <b>Job Cost Code: Euston Prungle Road: 9015-4499-0001</b>  <b>Job Cost Code: Marma Box Creek Rd: 9019-4999-0004</b>	F19.184 F21.582	Vince Scoleri  <b>Project Start Date:</b> Sept 2020 <b>Project Finish Date:</b> Still in Progress	Sealing existing road for safety improvements – 1. Marma Box Creek Road Sealing, 2. Euston Prungle 3. Tapalin Mail Road	1. \$600,000– Grant \$200,000 Council Contribution 2. \$300,000– Grant \$100,000 Council Contribution 3. \$412,500– Grant \$137,500 Council Contribution	<p><b>Marma Box Creek Road</b> estimated costs not matching actual cost of works. Works have been stoooped until a full review of scope of works is done by Kerry and Richard.</p> <p><b>Euston Prungle Road</b> initial pricing of works assumed a local source of gravel. This may not be available. Review of costings and gravel sources underway. –</p> <ul style="list-style-type: none"> <li>➤ We are waiting response from Transport NSW</li> </ul> <p><b>Tapalin Mail Road</b> may not be sealed till Sept/Oct 2022 due to weather.</p> <ul style="list-style-type: none"> <li>➤ Latest update is there has been no further progress due to weather conditions</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Roads to Recovery 2019-2024 – Department of Infrastructure, Transport, Regional Development &amp; Communications</b>	F19.751	Vince Scoleri  <b>Project Start Date:</b> May 2020 <b>Project Finish Date:</b> July 2024	Funding is allocated to 21 road projects. You can view detailed allocation of expenditure at D22.65956 on CM	\$4,997,524  <b>Funds Received to date:</b> <b>Expenses to date:</b>	Works in progress. Proposed completion date is 2024. All road projects completed except for the following: Kilpatrick Road Resealing, Weimby Kyalite Road, Marma Box Creek Road, Leslie Drive, Tapalin Mail Road - ➡ Works have stopped due to Tender exceeding the budget.
<b>Everyone Can Play 2022 – Department of Planning, Industry and Environment</b>  <b>Job Code:</b> <b>4682-4999-0013</b>	F22.292	Thai Dang  <b>Project Start Date:</b> December 2021 <b>Project Finish Date:</b> In Progress	Everyone Can Play (ECP) Lions Park Inclusion Project  Play equipment upgrade (Crown Reserve Grant for Lions Park towards same project)	\$200,000  <b>Funds Received to date:</b> \$40,000	Two Milestone payments have been received: Receipt 54990 - 13.05.2022 - \$50,000 Receipt 55157 - 24.05.2022 - \$40,000 • Project has now commenced • The project is going to tender
<b>Financial Assistance Grant 2021/22 &amp; 2022/2023 – Office of Local Government – Department of Planning &amp; Environment</b>  <b>Job Code:</b> <b>6660-2550-0200</b>	F21.477	General Manager	Local Government Grants Commission financial assistance	2021/22: \$4,650,213 <b>Funds received:</b> 4 instalments of \$607,708 between August 21 – May 22  2022/23: \$3,737,513 <b>QRT1 Received:</b> \$350,568	Total funding value is \$4,721,432. Receipt of \$2,290,600 Advance from 20/21 GL. We have received 4 instalments of \$607,708  We have also received an advance of \$3,737,513 for the 22/23 GL on the 14 <sup>th</sup> April 2022 We received Instalment 1. \$350,568.00 on August 2022 Receipt No: 54824

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Bidgee Haven Retirement Hostel Expansion Grant – Department of Health</b>  <b>Job Code:</b> <b>2620-4999-0021</b>	F19.244	General Manager	Bidgee Haven Expansion Construction - Specialised Dementia Wing	\$4,680,000	First payment of \$500,000 has been received. Project currently on hold
<b>Library Subsidy Grant 21/22 – Library Council NSW</b>  <b>Job Code:</b> <b>4520-4999-0012</b>	D22.60803	Janaya Gaston	Annual Library Operational Funding July 2021 – June 2022	\$80,500 + \$16,000 for Depreciation = \$96,500	This amount is accordance with signed documentation dated 13-01-2022  We are currently investigating financial status. The finance team will provide an update once audit is completed
<b>Local Priority Grant 21/22 – Library Council NSW</b>  <b>General Ledger:</b> <b>4520-1100-0000</b>	D22.60803 – Grant Application	Janaya Gaston	Funding is for: <ul style="list-style-type: none"> <li>• Book collection &amp; Bookshelves</li> <li>• Printing services</li> <li>• School Holiday &amp; community programs</li> <li>• Building enhancements or expansion programs</li> <li>• Upgrades to the library management system</li> </ul>	\$20,340	This amount is accordance with signed documentation dated 13-01-2022  We are currently investigating financial status. The finance team will provide an update once audit is completed

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Public Library Infrastructure Grant 21/22 – Library Council NSW</b>  <b>General Ledger: 4520-1100-0000</b>  <b>Job Cost Code: 4520-4999-0018</b>	F22.190 F22.204	Connie Mallet & Janaya Gaston  <b>Project Start Date:</b> May 2022 <b>Project End Date:</b>	Funding is for Stage 1 of the project which includes access to the adjoining unused CWA room, a technology support hub, removal of a double window to create a double door for wheelchair access, removal of a small window for a larger window to view playground, building of a wall, ceiling and flooring for server room.	\$67,862  <b>Funds Received to date:</b> \$67,862 <b>Expenses to date:</b>	Revised costings have been received for project costings.  As at 8 <sup>th</sup> September 2022, we have received confirmation that work will commence on Tuesday 20 <sup>th</sup> September 2022  Works on the Library has commenced  Progress report due in December 2022.
<b>Discovery Centre Redevelopment – Far West Joint Organisation</b>  <b>Job Code: 6560-4999-0033</b>	F20.593	General Manager  <b>Project Start Date:</b> TBA <b>Project End Date:</b> TBA	Redevelopment of the Discovery Centre.	\$950,000  <b>Expenses to date:</b> \$102,950 (for 21/22)	The 2 <sup>nd</sup> set of plans have been released and is currently under consideration. DA process is in place.  DA process is now completed  As at 11-10-2022 we are waiting from the Engineers for final plans.  Invoice for expenses to date need to be sent to the FWJO.

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Market Street Revitalisation – Stage 1 &amp; 2</b> <b>Department of Industry – Part of Regional Growth Fund - Our Rivers our Region Program</b>  <b>Total Value amongst a number of LGA's is \$16,803,000</b>  <b>Job Cost Code:</b> <b>6015-4999-0001</b> <b>6015-4999-0002</b>	F19.607	Ray Mitchell	Market Street Improvement activities. Mayall Street to River Street	\$1,898,592.60 Grant \$109,242.46 Council Contribution  <b>Funds Received to date:</b>  <b>Milestone 1: \$317,128 Receipt: 43557</b>  <b>Milestone 2: \$317,128 Receipt: 53955</b>  <b>Milestone 3: \$326,737 Receipt: 53955</b>  <b>Total Received: \$960,993</b>	On the 5 <sup>th</sup> July 2022 we provided the project coordinator Andrea Otto confirmation on particular elements of the Variation document in reference to the Market Street Revitalisation project.  On the 8 <sup>th</sup> August 2022 Andrea Otto finalised the Variation that was submitted to the funding body for approval.  On the 1 <sup>st</sup> September Andrea Otto sent us the signed document from the funding body approving the Variation. Refer to CM Document Number: D22.71715

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<p><b>Our Rivers Our Region Program (Regional Growth Fund) – Department of Infrastructure, Regional Development and Cities</b></p> <p><b>Job Code: 6000-4999-0012</b></p> <p><b>Total Value amongst a number of LGA's is \$16,803,000</b></p>	F19.650	<p>Thai Dang</p> <p><b>Project Start Date:</b> 01-07-2021 <b>Project End Date:</b> 25-01-2022</p>	<p>Funding is allocated into 3 projects:</p> <ol style="list-style-type: none"> <li>1. Riverfront Enhancement Eco Trails</li> <li>2. Swing Bridge Trail Loop</li> <li>3. Riverbend Reserve Place-making includes BBQ, toilet, furniture, gym equipment &amp; signs</li> </ol>	<p>Balranald Council Value Components:</p> <p>\$30,0007 – Riverfront EcoTrail</p> <p>\$170,000 for Swing Bridge</p> <p>\$444,000 for Riverbend Reserve Place Making</p> <p><b>Funds Received to date:</b> Please refer to the Our Rivers Our Region Project report as at 30-06-2022 which was compiled by Edna &amp; Submitted for reporting. <b>CM reference:</b> D22.71719</p>	<ol style="list-style-type: none"> <li>1. The Riverfront Eco Trail project works completed</li> <li>2. Swing Bridge Trail Loop including Swing Bridge widening works completed</li> <li>3. Riverbend Reserve is not yet completed due to flooding. The project will be reviewed in a couple of months to determine next steps.</li> </ol> <p>On the 5th July 2022 we provided the project coordinator Andrea Otto the latest Progress Report, updated Financial Report (by Edna) and relevant photos of completed project components. We also provided confirmation on particular elements of the Variation document in reference to The Swing Bridge Trail Loop</p> <p>On the 8<sup>th</sup> August 2022 Andrea Otto finalised the Variation that was submitted to the funding body for approval.</p> <p>On the 1<sup>st</sup> September Andrea Otto sent us the signed document from the funding body approving the Variation. Refer to CM Document Number: D22.71718</p>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Drought Community Funding Grant – Department of Industry, Science, Energy &amp; Resources</b>  <b>General Leger:</b> <b>0535-1100-0001</b> <b>0535-1100-0002</b>  <b>Job Code:</b> <b>Various</b>	F20.587	Ray Mitchell  <b>Project Start Date:</b> January 2021 <b>Project End Date:</b>	Drought relief funding for community projects and groups  Funding was allocated between 27 community projects	\$1,000,000,000  <b>Funds Received to date: \$1,000,000</b> Receipt: 47652 17/03/2020 \$500,000.00  Receipt: 48585 6/05/2020 \$500,000	Most of the projects are completed.  We are awaiting on a few invoices/receipts to be submitted  The End of Project Report is to be submitted  On the 29 <sup>th</sup> September the End of Project Report was the submitted along with a Statemen of Expenditure.  The project Audit is to be submitted via email sometime in the week commencing 10 <sup>th</sup> October 2022
<b>Local Roads Community Infrastructure ROUND 1 20/21 - Department of Infrastructure, Transport, Regional Development and Communications</b>	F20.367	Kerry Jones  <b>Project Start Date:</b> July 2020 <b>Project End Date:</b> Dec 2021	Project comprised of: <ul style="list-style-type: none"> <li>• ANZAC Park Fencing,</li> <li>• Balranald Cemetery Toilet change to ANZAC toilet,</li> <li>• Euston Eco Trail, Footpaths for Balranald and Euston,</li> <li>• Theatre Royal heating,</li> <li>• Bertram Road Traffic Calming,</li> <li>• Wampo Corner Safety Upgrade,</li> <li>• Puton Lane Sealing,</li> <li>• Murrumbidgee Bridge Path Upgrade, Greenham Park Furniture and Storage Traffic Safety Upgrades</li> </ul>	\$832,921  <b>Funds Received to date:</b> \$416,461 Receipt No: 52036	Completed.  On the 26 <sup>th</sup> of June 2022, Fiona Scoleri sent all the final Report Documentation to the funding body  On the 14 <sup>th</sup> of July 2022 we received an email from the funding body to confirm receipt of documentation and is currently queued for final payment installation.  As at 10-10-2022 we were still waiting for receipt of the final payment.

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Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Local Roads Community Infrastructure ROUND 2 21/22 - Department of Infrastructure, Transport, Regional Development and Communications</b>	F20.693 F21.241 F21.242 F21.445 F21.247 F21.445 F21.246 F21.445 F21.245 F22.136 F21.249 F21.248 F21.244	Kerry Jones Ray Mitchell Thai Dang Brian Ebery Fraser White Alan Lodge  <b>Project Start Date:</b> July 2020 <b>Project End Date:</b> Dec 2021	Funding allocated to the following: <ul style="list-style-type: none"> <li>Balranald Aerodrome Fencing</li> <li>Toilet at Balranald Cemetery</li> <li>Balranald Irrigation Automation</li> <li>Euston Town Approaches</li> <li>Euston Rec Reserve Upgrade</li> <li>Kyalite Riverside Reserve Enhancements</li> <li>Seal off Street Parking</li> <li>Theatre Royal Refurbishments</li> <li>Church &amp; Harben Street Drainage Improvements</li> <li>Balranald Riverfront Accessibility Works</li> </ul>	<ul style="list-style-type: none"> <li>➤ \$110,000</li> <li>➤ \$50,000</li> <li>➤ \$66,000</li> <li>➤ \$100,00</li> <li>➤ \$40,000</li> <li>➤ \$30,000</li> <li>➤ \$26,739</li> <li>➤ \$84,000</li> <li>➤ \$30,000</li> <li>➤ \$80,000</li> </ul> <b>Funds Received to date:</b> \$308,370 Receipt No: 53081	<ul style="list-style-type: none"> <li>Aerodrome Fencing Project - Completed</li> <li>Toilet at Balranald Cemetery - Completed</li> <li>Euston Rec Reserve Upgrade – Completed</li> <li>Seal Off Street Parking – Tennis Courts &amp; Gallery – Approx. Sept/Oct 2022</li> </ul> <p>– <b>Letter of Request for Extension sent. Official form is to be submitted by Kerry Jones for the following:</b></p> <ul style="list-style-type: none"> <li>Church &amp; Harben Street Drainage Improvements</li> <li>Theatre Royal Refurbishments</li> <li>Improvements Balranald Riverfront Accessibility Works</li> <li>Balranald Irrigation Automation</li> <li>Kyalite Riverside Reserve Enhancements</li> <li>Euston Town Approaches</li> </ul> <ul style="list-style-type: none"> <li>➤ Variation to be submitted for reallocation of funds to LRC1 Round 3</li> <li>➤ Variation has been submitted and waiting for approval</li> <li>➤ We will be requesting another extension due to the ongoing flooding situation that causing issues with the delivery of components of the project</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Local Roads Community Infrastructure ROUND 3 22/23 - Department of Infrastructure, Transport, Regional Development and Communications</b>  <b>General Ledger: 6280-1125-0001</b>	F21.478	Kerry Jones  <b>Project Start Date:</b> 20/10/2021 <b>Proposed end Date:</b> 31/12/2023	According to the documentation on CM a Work Schedule was submitted on the 8 <sup>th</sup> March 2022 to the funding body which outlined the scope of works but was not initially accepted due to LRCI Phase 1 report not been completed but this has now been completed.	\$1,665,842	A Revised Schedule is to be prepared and submitted to Council for endorsement  <b>Variation to be submitted for reallocation of funds from LRCI Round 2 to LRC1 Round 3</b>  <ul style="list-style-type: none"> <li>➤ Submitted and waiting for response</li> <li>➤ We cannot proceed until Round 2 is completed</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Stronger Country Community Funds Round 3 – Local Government NSW</b>  <b>General Ledger:</b> <b>4546-1100-0000</b> <b>4662-1100-0008</b>	F22.124 F22.123	Ray Mitchell  Fraser White	<ul style="list-style-type: none"> <li>Construction of Balranald Creative Community Learning Centre</li> <li>Balranald Tennis Court Upgrades Stage 2</li> </ul>	☞ \$284,377 <b>Funds Received to date:</b> \$113,750.80 + \$85,313.10 + \$85,313.10 <b>Funds Outstanding:</b> Fully paid <b>Expenses to date:</b> \$284,341.69  ☞ \$287,503.80 <b>Funds Received:</b> \$115,001.60 <b>Funds outstanding:</b> \$172,502.40 <b>Expenses to date:</b> \$287,184.44	<ul style="list-style-type: none"> <li>Invoice for Milestone 1 \$113,750.80 for <b>Creative Community Learning Centre</b> has been received. Milestone 2 \$85,313.10 &amp; Invoice for Milestone 3 \$85,313.10 has been prepared.</li> <li>Invoice for Milestone 1 \$115,001.60 has been received for the <b>Tennis Courts Upgrade</b>. Invoices for Milestone 2 &amp; 3 each for \$86,251.20 have been prepared.</li> <li>Milestone 1 \$115,001.60 completed. Invoices for Milestone 2 &amp; 3 each for \$86,251.80 10 has been prepared</li> <li><b>As at 19<sup>th</sup> August 2022, we had submitted the following Claim Forms:</b> <ul style="list-style-type: none"> <li>Balranald Creative Learning Centre Instalment 2</li> <li>Balranald Creative Learning Centre Instalment 3</li> <li>Balranald Tennis Upgrade Instalment 2</li> <li>Balranald Tennis Upgrade Instalment 3</li> </ul> </li> <li><b>Learning Centre: As at 10-10-2022</b> Milestone 2 payment for \$85,313.10 and Milestone 3 payment also for \$85,313.10 were received. Receipt 56224 and Receipt 56224</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Stronger Country Community Funds Round 4 – Local Government NSW</b>  <b>General Ledger:</b> <b>4546-1100-0000</b> <b>4662-1100-0008</b>	F21.364	Thai Dang  <b>Milestone 1</b> <b>Completion Date:</b> 30-11-2022  <b>Milestone 2</b> <b>Completion Date:</b> 28-03-2023  <b>Milestone 3</b> <b>Completion Date:</b> 30-06-2023	Euston Netball Upgrade: Demolition of existing change netball rooms and public toilets at Euston and construction of new, inclusive, change rooms and public toilets combined.  Renewed 200 lux LED outdoor sport lighting to both Balranald and Euston netball courts  <b>Milestone 1:</b> Design, Documentation & Procurement Phase and Milestone 1: substructure, plumbing/ reticulation, walls, superstructure  <b>Milestone 2:</b> Plumbing, electrical, internal/external fittings/fixtures, painting, flooring, finishes  <b>Milestone 3:</b> Court Lighting, landscaping and paths/entries	\$527,626	A Variation is currently being developed to say that the netball courts change rooms will now be refreshed not demolished.  <ul style="list-style-type: none"> <li>As at the 9<sup>th</sup> September we received notification from the funding body that the Funding Deed had been added to the SmartyGrants portal for completion by 23<sup>rd</sup> September</li> <li>On the 25<sup>th</sup> September 2022 we received the executed Funding Deed countersigned by the appropriate Departmental Officer. The project can now commence and must be completed within 2 years of announcement.</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Transport Access Regional Partnerships Funding (TARP) 2019 – 2023 – Transport NSW</b>  <b>Job Code:</b> 2670-2405-0002 2670-2405-0001 2670-2405-0003	F22.127 F19.277 F19.277	Connie Mallet & Fiona Scoleri	Includes to funding streams:  <b>Beating Isolation:</b> Providing transport to community based facilities for disadvantaged community members  <b>Backing Balranald Youth:</b> Transport initiative for Balranald youth  <b>Building Resources Balranald:</b> To provide funding for at least 12 people to obtain their medium rigid license	<ul style="list-style-type: none"> <li>• \$20,000</li> </ul> <b>Expenses to date:</b>  <ul style="list-style-type: none"> <li>• \$25,000</li> </ul> <b>Expenses to date:</b>  <ul style="list-style-type: none"> <li>• \$18,000</li> </ul> <b>Expenses to date:</b>	In Progress.  The TARP project has been extended till April 2023  As at 10-10-2022 we are currently putting together our evaluation report
<b>Street Light Subsidy – Carbon Bank of Australia</b>  <b>General Ledger:</b> 6000-1211-0000		Essential Energy	Energy Saving Street Lighting	\$ 26,753.76  <b>Receipt of funds:</b> \$26,753.76 <b>Receipt No:</b> 54797	Project Start Date was April 2022.

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Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Increasing Resilience to Climate Change 2021 IRCC – Local Government NSW</b>  <b>Job Cost Code: 3160-2390-0001</b>	F19.714	General Manager	Climate change adaptive - Private domestic water supplies on rural and remote properties  Activities re Project Plan include: <ul style="list-style-type: none"> <li>Partnerships established</li> <li>Environmental &amp; Social baselines established</li> <li>SSDW Pilot Program</li> <li>Reporting/Admin</li> </ul>	\$90,750 Funding \$20,000 Council Contribution  <b>Funds Received:</b> \$72,600 <b>Receipt No:</b> 46680  \$18,150 <b>Receipt No:</b> 55465	<ul style="list-style-type: none"> <li>☞ The final report and invoice were submitted on the 6<sup>th</sup> of January for \$18,150.00</li> <li>☞ On the 15<sup>th</sup> June 2022 we received notice that the final report was in the wrong format and a spreadsheet was provided for the update.</li> <li>☞ On the 27<sup>th</sup> June 2022 the updated report (updated by Edna) was sent to the funding body.</li> <li>☞ We have now received the final payment of \$18,150. Receipt No: 55465</li> </ul> <p>This project will be taken off the report next month</p>
<b>Community Building Partnership 2021</b>	F19.718	Kyalite Progressive  <b>Project Start Date:</b> 28-01-2022  <b>Project Completion Date:</b> 31-03-2023	<b>Project:</b> Kyalite Memorial Park and Foreshore Development.  The funding will be used to develop an attractive link between the Wakool River Foreshore and the Kyalite Village with pathways, signage and off-street parking.	\$32,572  <b>Funds Received:</b> \$32,572	<ul style="list-style-type: none"> <li>Solar lighting along steps – quotes received</li> <li>Information Bay Slab – completed - \$4,999.00</li> <li>Information Bay Signage – quotes received</li> <li>☞ As at 03-08-2022 the funds of \$32,572 was received.</li> <li>☞ As at 15<sup>th</sup> August 2022, purchase orders were raised for               <ul style="list-style-type: none"> <li>the Information Sign for the Foreshore</li> <li>Shelter for the Information Bay</li> <li>Supply &amp; Installation of 4 Solar Street Lights for the Foreshore</li> </ul> </li> <li>☞ As at 11-10-2022 only the solar lighting element of the project is to be completed</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Business Improvement Fund 2022 – Department of Health</b>	F22.149	Sheridan Hammet  <b>Project Start Date:</b> August 2022  <b>Proposed End Date: Final Report is due</b> July 2023	Updating Hostel to a computer-based care program and staff training and restructuring costs  <b>Funding Value (excl GST)</b> to be broken down as following: <b>Care Program: \$240,548</b> - IT Software: \$140,548 - IT Hardware: \$100,000  <b>Restructuring &amp; Staff Training: \$45,000</b>	\$285,548 (excl GST) \$314,103 (incl GST)  <b>Funds received to date:</b> Instalment 1 \$204,167 Receipt No: 56175	<ul style="list-style-type: none"> <li>➤ Application submitted March 2022</li> <li>➤ As at the 18<sup>th</sup> July 2022 we received news that we have been successful in receiving partial funding of \$285,548 for the IT software and staff training components of the requested funding.</li> <li>➤ On the 8<sup>th</sup> of August 2022 a Signed Agreement was sent to the funding body</li> <li>➤ The first instalment of \$204,167 has been received. Receipt 56175</li> <li>➤ Quotes have been sourced from LeeCare, Alaya Care &amp; Telstra Health</li> <li>➤ Awaiting quote from Manad Plus</li> <li>➤ Demonstration completed for Telstra Health &amp; LeeCare</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Crown Reserve Improvement Fund 21/22</b>  <b>Job Cost Code: 4682-4999-0008</b>	F21.77 F20.523	Thai Dang – Lions Park Upgrade  Ray Mitchell – Caravan Park Upgrade  Ray Mitchell- Caravan Park Upgrade	3 Projects comprising of the following:  <b>Lions Park Upgrade:</b> Upgrade of toilets, play area, BBQ etc. "Everyone Can Play' Grant \$200,000 funding towards the play equipment project  <b>Caravan Park Upgrade:</b> Installation of new park facilities and amenities including new meeting room BBQ facility, improved park lighting. Upgrade of power and electrical reticulation. Installation of new guest facilities including a new concrete pool, dump ezy point, new power heads, ensuites, cabin compendiums, quad ensuites, cabins  <b>Greenham Park Lighting Updates:</b> Upgrade power supply at Greenham Park	<b>Balranald Lions Park Upgrade</b> \$587,991 <b>Funds received to date:</b> \$587,991  <b>Caravan Park Upgrade</b> \$771,500 <b>Funds received to date:</b> \$771,500  <b>Greenham Park Lighting Update</b> \$25,850 <b>Funds received:</b> \$25,850 <b>Project Expenses:</b> \$25,850	<ul style="list-style-type: none"> <li>Funds \$613,841 was received on 12-03-2022 for the Lions Park Upgrade &amp; Greenham Park Lighting – Receipt No: 51052</li> <li>Project is going to tender</li> </ul> <p>⇒ Quotes are currently being sourced</p> <p>⇒ As at 11-10-2022 quotes were being assessed</p> <ul style="list-style-type: none"> <li>The Greenham Park Lighting Update has been COMPLETED &amp; funds received. Acquittal Report was sent 9<sup>th</sup> August 2021</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Library Tech-Savvy Program</b>  <b>General Ledger:</b> <b>4520-1100-0001</b>		Janaya Gaston  <b>Project Start Date:</b> 9 <sup>th</sup> January 2023  <b>Project Completion Date:</b> 27 <sup>th</sup> March 2023	<b>Project:</b> Seniors Technology Training Sessions	\$2,244	Awaiting progress update from the Project Manager
<b>Library Solar Farm Library Grant – Sunraysia Solar Farm Community Grant</b>  <b>General Ledger:</b> <b>4520-1100-0002</b>		Janaya Gaston  <b>Project Start Date:</b>  <b>Project Completion Date:</b>	<b>Project:</b> Murals on front of the Library and new printer	\$3,400  <b>Funds Received:</b>	On the 4 <sup>th</sup> October Librarian and Project Manager posted the murals that were completed and mounted on the wall of the Library
<b>RMCC – Routine Maintenance Council Contract 2022/23</b>  <b>General Ledger:</b>  <b>Job Cost Centre:</b> <b>1400-0000-0000</b> <b>6940-0000-0000</b>	F19.601	Vince Scoleri  <b>Project Start Date:</b> 01-07-2022  <b>Project Completion Date:</b> 31-06-2023	<b>Project:</b> Routine Maintenance on SH14 (Market Street) and Yanga Way	\$153,800  <b>Funds Received:</b> \$14,194	Works currently in progress

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager & Project Dates	Description	Funding Value/ Funds Received & Expenses	Status to Date
<b>Block Grant – 2022/23 Transport of NSW</b>  <b>General Ledger: 6080-1102-0000 6080-1104-0000 6080-1101-0000</b>		Vince Scoleri	<b>Project:</b> Agreement for Block Grant Assistance to Council for Regional Roads	\$1,320,000 to be paid in 2 instalments of \$660,000  The first instalment of \$660,000 has been paid – Receipt 56375	As at <b>12-09-2022</b> We received an email from the Funding Body with the following: <ol style="list-style-type: none"> <li>1. Councils Block Grant Agreement</li> <li>2. Letter from West Region Director, Alistair Lunn</li> <li>3. Excel version schedule 4A &amp; 4B</li> </ol> They have advised the following: <ul style="list-style-type: none"> <li>• The first instalment will be paid to council this month.</li> <li>• An indexation of 2% has been applied to this year's agreement.</li> <li>• The second instalment will be made in January 2023 and will comprise the balance of the allocation less any certified underspend from council from the previous year.</li> <li>• The first instalment of \$660,000 has been paid – Receipt 56375</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager	Description	Funding Value	Status to Date
<b>Reconnecting Regional NSW Community Events Program</b>	F22.193	Connie Mallet	<p>Balranald Shire Council was allocated an amount of \$150,854 for community events. An application was to be submitted with breakdown of allocation of the proposed funding. Funding was to only go to events that were free entry for attendees.</p> <p>Our application proposed the funding of 4 events including:</p> <ul style="list-style-type: none"> <li>• The Sounds &amp; Scribble Youth Summer Festival (proposed new event)</li> <li>• The Salami Festival Euston</li> <li>• SW Arts Regional Events &amp; Touring Program</li> <li>• Stop Shop Stay Bazaar (Christmas Market Day-supporting local businesses)</li> </ul>	\$150,854	<ul style="list-style-type: none"> <li>• Application Submitted 8<sup>th</sup> July 2022</li> <li>• On the 26<sup>th</sup> September we received notification of the success of our application and receipt of the signed Funding Agreement</li> </ul>
<b>Emergency Service Levy</b>  <b>General Ledger:</b> 1022-1100-0005			Reimbursement for the money paid to local RFS	\$102,831	<ul style="list-style-type: none"> <li>• Reimbursement</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022**APPLICATIONS PENDING**

Grant/Project	CM Folder	Project Manager	Description	Funding Value	Status to Date
<b>Community Building Partnership Grant 2022</b>	F22.346	Connie Mallet	Enhancements/Upgrade of IT multi-media communications and displays at the Interpretive Pavilion	\$50,040.00 Grant \$50,040.00 Council Contribution	Application Submitted 10 <sup>th</sup> June 2022
<b>COVID-19 Aged Care Support Program Extension – COVID Outbreak Reimbursement 2022 – Department of Health</b>	F22.303	Sheridan Hammet	Reimbursement for money spent during the May 2022 COVID Outbreak at the Hostel	\$20,700.40	Application submitted June 2022
<b>Office of Responsible Gambling – Community Contribution Panel</b>	F22.220	Connie Mallet	Funds from the Euston Club to be evenly allocated between Maari Ma Health Aboriginal Cooperation, Strengthening Community Access, Inclusion & Wellbeing Advisory Committee (under the auspice of Balranald Shire Council) and Mallee Family Care	Funds to Council's Advisory Committee: \$84,764 per year for 3 years	Signed Document by all panel members was sent to the Minister 27 <sup>th</sup> May 2022. The Advisory Committee will be responsible for: <ul style="list-style-type: none"> <li>• Gambling education &amp; awareness</li> <li>• Mental Health first aid training for community members</li> <li>• Develop a health service map and strategic plan for health services in the Balranald Shire</li> <li>• Cross-referral to GambleAware counselling services in the Far West NSW</li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager	Description	Funding Value	Status to Date
<b>Building Better Regions Fund- Community Stream Round 6</b>	F22.349	Connie Mallet	Development of Council's Economic Development Strategy	\$20,000	Application Submitted 10 <sup>th</sup> February 2022
<b>Regional NSW – Business Case and Strategy Development Fund</b>	CM Box G22/13  Application Folder: F22.470	Connie Mallet	Funding Stream 1 – Regional Significance – To support the development costs of a business case for regionally significant economic or community development initiatives in regional NSW	Requested Funding: \$437,500	<ul style="list-style-type: none"> <li>Initial discussions with executive management is to develop a Business Case in collaboration with Wentworth Shire and Central Darling Shire to fix the roads to World Heritage Mungo National Park</li> <li>On the 29<sup>th</sup> July the Project Manager had a phone conference with Regional NSW to discuss our proposal and have advised that this is the type of Business Case the funding body will be keen to support.</li> <li><b>On the 24<sup>th</sup> August the Application for the Business Case funding was submitted</b></li> </ul>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022

Grant/Project	CM Folder	Project Manager	Description	Funding Value	Status to Date
<b>Stronger Country Communities Fund – Round 5</b>	CM Box: G22/11 App Folder: F22.461	Connie Mallet General Manager  <b>Application Due:</b> 23 <sup>rd</sup> Sept 2022	For Community infrastructure or community programs and for project delivered by the community	<b>Balranald Shire Council Allocation:</b> \$943,758 for Council Community Projects  \$387,978 for Community delivered projects	Letter to the GM from the Deputy Premier on 4 <sup>th</sup> August 2022 re announcement.  Currently identifying potential projects for the application  On the 31 <sup>st</sup> August 2022, the Chairs of the Advisory Committees the following were identified/resolved as being the priority projects to be funded from Councils' allocation of funds: <ul style="list-style-type: none"> <li>• <b>Kyalite Memorial Park Rest Area:</b> to included public toilets &amp; ancillary facilities</li> <li>• <b>Balranald Shire Signage:</b> To undertake recognition of First Nations Lands upon entry into the Shire and enhance town entry signs in Balranald and Kyalite</li> <li>• <b>Safe Fencing at the Balranald Pool:</b> To installed approved fencing around the Balranald Pool</li> <li>• <b>Netball Courts Resurfacing</b></li> <li>• <b>Basketball Courts Balranald:</b> To design and construct new basketball courts and facilities</li> <li>• <b>Hatfield Community Facilities:</b> To install appropriate rest area or facilities for visitors to Hatfield</li> <li>• The \$387,978 was resolved to support the Euston Football/Netball Club for upgrade to the oval surface</li> </ul> <b>The Application was submitted 23<sup>rd</sup> Sept 2022</b>

Balranald Shire Council Grants/Projects Update Summary as @ 11<sup>th</sup> Oct 2022**APPLICATIONS TO BE SUBMITTED**

Grant/Project	CM Folder	Project Manager	Description	Funding Value	Status to Date
<b>Fixing Country Roads Round 6</b>	CM Box: G22/15  Application Invitation: D22.70619	General Manager Kerry Jones  <b>Application Due:</b> 14 <sup>th</sup> October	The Program funds upgrades of local and regional roads and bridges, bridge and route load assessments and upgrades to or building of new truck wash facilities	TBA	Application is currently being developed
<b>Public Library Infrastructure Fund</b>		Janaya Gaston	Stage 2 of Library Infrastructure project	\$67,862 – This amount is allocated to Balranald Shire	Application is currently being developed

**9.5 TOURISM & DESTINATION MARKETING QUARTERLY REPORT - JULY TO SEPTEMBER 2022**

<b>File Number:</b>	<b>D22.73080</b>
<b>Reporting Officer:</b>	<b>Carol Holmes, Senior Executive Assistant</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, 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 provide Council with an update on Tourism activity and provide the quarterly report on statistics and activities that took place in the Tourism, Communications and Events department during the reporting period.

**REPORT**

This quarter was a very busy and active one with great results across all aspects of the Tourism, Events & Communications space as per our statistics for the quarter.

Key highlights for the quarter include;

- The ongoing inclement weather during this quarter did provide some challenges.
- Our social media promotion strategy continues to produce wonderful results with an average investment of \$100 per promotional advert.
- Hosting of REDS Workshop held on 18 July at Greenham Park Hall.
- Meeting with Winlab and Murray River Shire Council as part of Winlab's consultative process with the 2 councils.
- We hosted an Aboriginal Cultural Tourism Workshop as part of the Consultative process in the development of the Regional Destination Management Plan.
- Successful in our application for funds to support 4 community events via the Reconnecting Regional NSW Community Events Program.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Moderate – High Community Interest in the Operations of Tourism Activities.

**ATTACHMENTS**

1. Tourism Quaterly Report July-September 2022 - Attachment [↓](#) 



## Tourism & Destination Marketing Quarterly Report (July - September 2022)

### Key Highlights for the July – September 2022 Quarter

- The ongoing inclement weather during this quarter did provide some challenges with visitors and did reflect in our statistics showing a slight decrease in walk-in figures and sales from last quarter. However, website and phone enquiries increased considerably
- Our social media promotional strategy continues to produce wonderful results with an average investment of \$100 per promotional posts/adverts. This investment is consistently achieving high engagement numbers with our targeted geographical markets (set behind our social media page) that we couldn't possibly achieve or measure with more traditional mediums. Our social media promotions are also translating into increased website and phone enquiries which we are also measured and collated.
- We hosted the REDS (Regional Economic Development Strategies) Workshop held on the 18<sup>th</sup> July at Greenham Park Hall. Attendees included Economic and Tourism management from all the regional councils as well as regional and state government agencies/stakeholders in the Economic Development and Tourism space. The document that will be developed from these consultative workshops will be fundamental to state funded grants for regional development activities.
- Meeting with the Swan Hill Economic Development Manager and the Economic Development and Tourism team to discuss the way forward for future collaborative projects.
- Meeting with Winlab and Murray River Shire Council as part of Winlab's consultative process with the 2 Councils
- We hosted an Aboriginal Cultural Tourism Workshop as part of the consultative process in the development of the Regional Destination Management Plan. This consultation is the first step in identifying the potential of Aboriginal Cultural Tourism in the Balranald Shire and in the region and the process that will need to be put in place for authentic and meaningful tourism products and activities
- Attended the South West Arts Board Meeting held at the Balranald Art Gallery
- Attended the following community meetings in support of or in relation to tourism and economic development activities and projects:
  - ➡ Balranald Inc/Festival meetings in reference to the 5 Rivers Outback Festival event planning
  - ➡ Balranald Southern Cross Annual General Meeting
  - ➡ GBITAC committee meetings
  - ➡ Beautification Committee meetings
- Successful in our application for funds to support 4 community events via the Reconnecting Regional NSW Community Events Program



## Tourism & Destination Marketing Quarterly Report (July - September 2022)

### Statistics

Medium	Results/Total this Quarter	%Change to last Quarter
VIC Walk In	4478	1% ↓
Interpretive Pavilion Walk In	3381	3% ↓
Bookings & Enquiries (Phone, emails, web)	516	145% ↑
Merchandise Sales	\$21,821.60	8% ↓

Social Media – Facebook	Results/Total this Quarter	%Change to last Quarter
People Reach	345,605	45% ↑
People Engagement with Posts (Comments, likes, shares )	35,186	36% ↑
Video Stories (organic views)	1,597	18% ↑
Page Likes	10,942	3% ↑
Discover Balranald & Surrounds Website (launched Aug 2016)	Results/Total this Quarter	%Change to last Quarter
Website Visits As at 30-06-2022	118,146	6% ↑



## Tourism & Destination Marketing Quarterly Report (July - September 2022)

### Content & Activities for the Quarter

Medium/Activity	Content	Results/Comments
<b>Media</b>	Our Spring Advertising in Caravanning Australia was released (please see below.)	This is one of 2 annual adverts we submit, the other being in their Autumn edition
<b>Social Media Content</b>	<p>Promotional posts and organic video stories for the quarter included the following:</p> <ul style="list-style-type: none"> <li>• Mungo Woolshed</li> <li>• Lake Benanee</li> <li>• 5 Rivers Outback Festival (upcoming)</li> <li>• Father's Day</li> <li>• Native Flora in the Shire</li> <li>• Sunset Moods of Yanga Lake</li> <li>• Pierce Brothers Performing at the 5 Rivers Outback Festival</li> <li>• Good Luck to the A Grade Netball Team</li> <li>• Balranald Netball A Grade Premiers!</li> <li>• River Red Gum Reflections – Balranald Wetlands</li> <li>• Save the Date – Balranald Races Cox Plate</li> <li>• Mungo National Park Evening Magic</li> </ul>	The total results of these posts and video stories can be viewed in the statistics
<b>Community Social Media Pages</b>	<ul style="list-style-type: none"> <li>• Weekly posts and communications are posted on all community pages including Euston/Robinvale. Posts included monthly calendar of events, happenings, announcements, specific events, openings etc.</li> </ul>	Posts are posted on a weekly basis.
<b>Events &amp; Events related activities</b>	<ul style="list-style-type: none"> <li>➤ Events that <b>Council either staged and/or supported via marketing</b> during the quarter included: <ul style="list-style-type: none"> <li>• The 5 Rivers Outback Festival</li> <li>• The Balranald Races</li> <li>• The Euston Salami Festival</li> <li>• Balranald Gallery Events</li> <li>• Robinvale Euston Lantern Festival</li> <li>• Maari Ma Events</li> </ul> </li> <li>➤ We also promoted a series of <b>community events</b> via our monthly events calendar and social media posts on various community social media pages.</li> </ul>	<p>A number of these events will take place in the next quarter but marketing began in this quarter</p> <p>Events including Balranald Gallery Events, Robinvale Euston Lantern Festival and Maari Ma Events took place in this quarter.</p>



**Tourism & Destination Marketing Quarterly Report  
(July - September 2022)**

Medium/Activity	Content	Results/Comments
<b>New "Discover Balranald &amp; Surrounds" website development</b>	During the quarter we continued with the development of the new Tourism Website. We are looking at completing and launching the website in the next quarter	The new website will play a key role in integrated marketing strategies that is planned for the latter part of 2022 onwards.
<b>Community Support</b>	During the quarter we supported various community groups and committees for a variety of activities, events and projects. Groups supported included: <ul style="list-style-type: none"> <li>• The Southern Cross Exhibition</li> <li>• The Balranald Anglican Church</li> <li>• The Men's Shed</li> <li>• The Art Gallery</li> <li>• The Murrumbidgee Classic Committee</li> <li>• The Beautification Committee</li> </ul>	The community support and engagement really helps to build rapport, trust and collaboration with Council. It also helps to deliver great outcomes and opportunities for the community for the good of the community.

**Objectives for the next Quarter**

- Continue to increase our Page Likes on our Facebook social media page to increase our organic engagement and optimise value of organic posts and video stories. We also plan to do a series of paid activities in boosting Page Likes to help support promotional posts on the page.
- Finalise and launch the new tourism website along with the new look Instagram account to align with Facebook posts and messages
- Consultation and development of Council's Destination Management Plan
- Organise capacity building workshops with business operators to develop products/packages for visitors as incentives to promote longer stay and spend
- Organise and deliver events aligned with the Reconnecting Communities Grant

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Tourism & Destination Marketing Quarterly Report  
(July - September 2022)



Advert & Editorial in the Spring Edition of Caravanning of Australia. A copy of the magazine is at the Balranald Visitor Information Centre should you wish to see the ad in context.

**9.6 OUTSTANDING ACTIONS**

<b>File Number:</b>	<b>D22.72847</b>
<b>Reporting Officer:</b>	<b>Carol Holmes, Senior Executive Assistant</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, 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 outstanding actions from previous meeting resolutions.

**REPORT**

A list of the actions from previous meetings that are still outstanding has been provided for the information of Council.

**FINANCIAL IMPLICATION**

Nil

**LEGISLATIVE IMPLICATION**

Nil

**POLICY IMPLICATION**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

1. Outstanding Actions - October 2022 [↓](#) 

Meeting	Officer/Director	Section	Subject
Council 10/19/2021	Beauliv, Hodi Batchelor, John	Part B - Corporate & Community Services Reports	Bidgee Haven Retirement Hostel Expansion Project
<b>RESOLUTION 2021/186</b>			
Moved: Administrator Mike Colreavy			
1. Noting that:			
<ul style="list-style-type: none"> <li>a) The Ministerial Performance Improvement Order imposed on Council in 2017 envisages Council following a path to financial sustainability;</li> <li>b) Requirement No 16 of the Performance Improvement Order Action Plan 2018 originally required Council to consider divesting the management and possibly ownership of the Bidgee Haven Hostel to ensure losses do not impact on Council's limited budget and risks to Council are minimized. Although consideration was given by Council in September 2017 to various alternate management arrangements, in-house management arrangements for the Hostel have continued up to now;</li> <li>c) Until today's report, the Administrator's requests to successive General Managers to demonstrate categorically that the proposed Bidgee Haven Hostel extension project can be delivered within the funding approved by the Commonwealth Government and Council have not received a positive answer;</li> <li>d) Under Council in-house management: <ul style="list-style-type: none"> <li>(i) Bidgee Haven Hostel operates at a loss when all operating expenses (including depreciation) and capital costs are factored in; and</li> <li>(ii) financial viability of the expanded Hostel will, at best, only be marginal and permanently reliant on continuing occupancy rates around 90%, - at worst the Hostel will not be financially viable;</li> </ul> </li> <li>e) Council's governance framework is already overstretched, and it lacks the kind of project management expertise required to deliver this project successfully, as is readily apparent from the report on the Better Practice Review in today's Council Meeting Agenda and other information under consideration by Council's Audit Risk &amp; Improvement Committee;</li> <li>f) Council's current and predicted long-term financial position is not sufficiently robust to assume the risks associated with expanding and operating the Bidgee Haven Hostel complex in-house;</li> <li>g) Other crucial Council services, particularly roads, are already overstretched and cannot absorb further losses if they are incurred by the Bidgee Haven Hostel;</li> <li>h) The expansion of Bidgee Haven Hostel could eventually proceed, in line with community expectations, but under the ownership/stewardship of a specialist operator with demonstrated capability in efficiently operating similar facilities elsewhere, and Council can act immediately to seek a suitable purchaser;</li> </ul>			

- i) A proposed sale will be more attractive to a specialist operator if there is an opportunity to modify the project design to satisfy their operational requirements prior to the construction phase;
  - j) The recommendation of the Ageing Well, Aged-Care & Facilities Advisory Committee to proceed with the build immediately, while simultaneously investigating the possibility of negotiating a sale of the Hostel complex, is a clear indication that community sentiment supports the Bidgee Haven Hostel's expansion proceeding;
  - k) The recommendation of the responsible Director and the Acting General Manager is not to proceed with the tendering and construction of the 15-bed extension, and instead to call for expressions of interest for the potential sale of the Hostel complex and seek advice as to the transfer of grant funding to a future Hostel operator; and
  - l) The two recommendations referred to in (j) and (k) above are incompatible – they cannot coexist and it would be financially irresponsible for Council not to follow Management's recommendation in this case.
2. That tendering and construction of the 15-bed extension be placed on hold, at this stage.
  3. That advice be sought from the funding body about the potential to transfer the approved grant funding to a future hostel operator.
  4. That expressions of interest be called for the sale of the Bidgee Haven Hostel complex to an experienced, specialist aged-care operator.
  5. That the pre-construction design and planning work, and preparation of tender documents currently underway, be finalised by Council for inclusion with the sale of the complex.
  6. That Council receives and notes the Minutes of the Ageing Well, Aged Care and Facilities Advisory Committee (AWACAFAC) meeting held on 14 October 2021.

**CARRIED**

*13 Dec 2021 - 3:56 PM - Carol Holmes*

Revised Target Date changed by: Holmes, Carol From: 16 Nov 2021 To: 15 Feb 2022

Reason: Placed on hold - report back to Ordinary Council Meeting in February 2022

*11 Mar 2022 - 2:55 PM - Carol Holmes*

Revised Target Date changed by: Holmes, Carol From: 15 Feb 2022 To: 31 May 2022

Reason: This item remains on hold whilst financial/organisation reviews are undertaken

*5 Apr 2022 - 3:37 PM - Carol Holmes*

Revised Target Date changed by: Holmes, Carol From: 31 May 2022 To: 30 Jun 2022

Reason: Grant funding applied for to undertake Business & Financial assessment

*10 Aug 2022 - 10:45 AM - Carol Holmes*

Revised Target Date changed by: Holmes, Carol From: 30 Jun 2022 To: 30 Dec 2022

Reason: Grant applied for was successful to undertake a business and financial assessment

Meeting	Officer/Director	Section	Subject
Council 12/17/2021	Beauliv, Hodi Batchelor, John	Part A - Corporate & Community Services Reports	LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM PHASE 3
<b>RESOLUTION 2021/221</b>			
Moved: Administrator Mike Colreavy			
That Council approve the list of projects for funding under Phase 3 of the Local Roads and Community Infrastructure Program			
<ol style="list-style-type: none"> <li>1. Euston Multi-Court Conversion and Shade Estimated Cost: \$250,000</li> <li>2. Tennis Club Lights Estimated Cost - \$150,000</li> <li>3. Balranald Cricket Club Nets Estimated Cost - \$40,000</li> <li>4. Road upgrades – All remaining funds and under expenditure will be put towards local and regional road upgrades – Estimated Cost - \$1,225,842</li> </ol>			
			<b>CARRIED</b>
25 Jul 2022 - 4:39 PM - Carol Holmes			
Revised Target Date changed by: Holmes, Carol From: 14 Jan 2022 To: 14 Jan 2022			
Reason: In progress			

Meeting	Officer/Director	Section	Subject
Council 6/28/2022	Sowiak, Jeff Sowiak, Jeff	Part A - General Manager's Reports	Balranald Visitor Centre Alterations
<b>RESOLUTION 2022/115</b>			
Moved: Administrator Mike Colreavy			
That			
<ol style="list-style-type: none"> <li>1. Provided funding for this project is confirmed by the Far West Joint Organisation;</li> <li>2. The revised plans for the Balranald Visitor Information Centre be endorsed and</li> <li>3. Council proceed with fully developed architectural and structural plans for the extensions to the Balranald Visitor Information Centre in accordance with the preliminary plans and</li> <li>4. Tenders be invited for the construction of the proposed works</li> </ol>			
			<b>CARRIED</b>

25 Jul 2022 - 4:47 PM - Carol Holmes  
 Revised Target Date changed by: Holmes, Carol From: 26 Jul 2022 To: 30 Aug 2022  
 Reason: Funding from FWJO confirmed - Draft Plans with Architect for tender and DA documentation

Meeting	Officer/Director	Section	Subject
Council 7/26/2022	Mitchell, Ray Sowiak, Jeff	Part A - Infrastructure & Development Reports	BALRANALD LOCAL ENVIRONMENTAL PLAN 2010 – HOUSEKEEPING AMENDMENT
<b>RESOLUTION 2022/135</b>			
Moved: Administrator Mike Colreavy			
That Council:			
<ol style="list-style-type: none"> <li>1. Supports the Planning Proposal – Balranald LEP Housekeeping Amendment to amend the <i>Balranald Local Environmental Plan 2010</i>.</li> <li>2. Submit the Planning Proposal to the NSW Department of Planning and Environment for Gateway Determination seeking public exhibition of the proposed amendments.</li> <li>3. Receive a further report after the public exhibition period addressing any submissions made in respect of the Planning Proposal.</li> </ol>			
			<b>CARRIED</b>

Meeting	Officer/Director	Section	Subject
Works Committee 7/1/2022	Mitchell, Ray Sowiak, Jeff	Reports	RFT 21/22-04 Contract for Waste Collection Services for Balranald & Euston

**6.1 RFT 21/22-04 CONTRACT FOR WASTE COLLECTION SERVICES FOR BALRANALD & EUSTON****COMMITTEE RESOLUTION 2022/5**

Moved: Chairperson Mike Colreavy

That Council consider the options as below;

1. Cancel Tender RFT21/22-04 Contract For Waste Collection Services For Balranald & Euston in accordance with Clause 178 (3)(a) of the Local Government (General) Regulation 2021 due to a lack of a wider interest in the tender process; and/or
2. Authorise the General Manager to enter into negotiations with Balranald Diesel Service in accordance with Clause 178 (3)(e) of the Local Government (General) Regulation 2021 due to their interest in the tender with the requirement that all WH&S and Financial documentation is provided to Council.

**CARRIED**

Meeting	Officer/Director	Section	Subject
Works Committee 7/1/2022	Jones, Kerry Holmes, Carol	Reports	RFT 21/22-03 - CONSTRUCTION OF SHOULDER WIDENING OF TAYLOR ROAD AND LESLIE ROAD AND PAVEMENT REHABILITATION OF KILPATRICK ROAD EUSTON

**COMMITTEE RESOLUTION 2022/6**

Moved: Chairperson Mike Colreavy

That the Council having twice gone to the market and having received tender prices that are well and above the available funding, decline to accept any of the tenders received pursuant to Clause 178 (1) and to authorise the General Manager to enter into negotiations for undertaking part or so much of the works as the budget would permit in accordance with Section 178(3)(e), with Harril Pty Ltd trading as Coburns Earthmoving, being the company that submitted the lowest conforming tender received.

**CARRIED**

*10 Aug 2022 - 10:52 AM - Carol Holmes*

Revised Target Date changed by: Holmes, Carol From: 8 Jul 2022 To: 30 Sep 2022

Reason: Variation submitted with Transport NSW

Meeting	Officer/Director	Section	Subject
Council 8/16/2022	Mitchell, Ray Sowiak, Jeff	Part A - Engineering Department	Draft Theatre Royal Conservation Management Plan

**RESOLUTION 2022/150**

Moved: Administrator Mike Colreavy

That Council adopt the Draft Conservation Management Plan for the Theatre Royal.

**CARRIED**

*11 Oct 2022 - 11:42 AM - Carol Holmes*

Revised Target Date changed by: Holmes, Carol From: 13 Sep 2022 To: 30 Nov 2022

Reason: Ongiong Process

Meeting	Officer/Director	Section	Subject
Council 9/20/2022	Holmes, Carol Holmes, Carol	Part A - General Manager's Reports	S7.12 Development Contribution Plan

**RESOLUTION 2022/176**

Moved: Administrator Mike Colreavy

That Council

1. Place the Draft S7.12 Development Contribution Plan on public exhibition for a period of 28 days; and
2. Receive a further report following conclusion of public exhibition to consider any submissions.

**CARRIED**

*11 Oct 2022 - 11:50 AM - Carol Holmes*

Revised Target Date changed by: Holmes, Carol From: 18 Oct 2022 To: 27 Nov 2022

Reason: On exhibition at moment will be reported to Council Meeting in November

**9.7 CIRCULARS FROM OFFICE LOCAL GOVERNMENT & CORRESPONDENCE OF INFORMATION**

<b>File Number:</b>	<b>D22.72850</b>
<b>Reporting Officer:</b>	<b>Carol Holmes, Senior Executive Assistant</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, 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 and correspondence of interest received since the September 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 from OLG**

- 22-27 Discussion Paper – Senior Staff Employment
- 22-28 Annual Report and Annual Performance Statement Checklists
- 22.29 End of Year Financial Reporting 2021-2022

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

**Correspondence**

Council received the below correspondence which may be of interest to our community members.

1. Letter from The Hon. Wendy Tuckerman regarding Rural Fire Assets.
2. Summary of Financial Implications – Rural Fire Assets
3. Draft Terms of Reference for Joint Organisations
4. Draft Joint Organisation Implementation Plan for Co-design

**ATTACHMENTS**

1. **ICOR - Letter from the Hon. Wendy Tuckerman MP, Minister for Local Government - Red Fleet Assets A833480 - RFS Assets** [↓](#) 
2. **ICOR - Summary of financial implications Rural Fire Assets A833480** [↓](#) 
3. **FINAL ToR - JO Review Implementation Inter-Agency Working Group 2022 (A815650)** [↓](#)
4. **DRAFT FOR CO-DESIGN - JO Review Implementation Plan (003) (002)** [↓](#) 



The Hon. Wendy Tuckerman MP  
Minister for Local Government

OFFICIAL

6 October 2022  
Ref: A833480

Cr Darriea Turley AM  
President  
Local Government NSW  
L8, 28 Margaret Street  
SYDNEY NSW 2000

By email: [President@lgnsw.org.au](mailto:President@lgnsw.org.au)

Dear Cr Turley

The NSW Government is committed to working constructively with the local government sector regarding the accounting treatment of rural fire assets.

To support councils to undertake the recommended stocktake of vested assets, I understand that Treasury wrote to Local Government NSW (LGNSW) on 4 August 2022 providing a current list of red fleet assets compiled by the Rural Fire Service (RFS), as well as standard costing information for these assets, also prepared by RFS.

I am advised that on 6 September 2022 the RFS Commissioner wrote to all RFS Area Commanders and District Managers highlighting the importance of working with councils to provide information that they require in relation to the assets. The Commissioner indicated that RFS District Offices should support councils where they require access to inspect or maintain these assets.

As you will be aware, some councils have expressed concern that recognising the assets has, or would have, an adverse impact on their financial position. To assist in clarifying this matter, I have attached a short summary prepared by officers in Treasury that attempts to:

- set out simply the practical accounting entries that demonstrate that over time councils bear no profitability impact and have no direct cash impact from recognising the assets;
- elaborate on the amended Treasury Corporation assessment of credit for councils that mitigates any impact from including these assets in financial statements; and
- provide a short summary of the key technical accounting arguments.

In addition, I am aware councils are currently working with the Audit Office to finalise their 2021-22 financial statements. We understand that councils have raised potential concerns about the impact of reporting depreciation for RFS assets on local government performance measures. The Office of Local Government (OLG) is aware of these concerns and will take this into account when it undertakes sector monitoring and make appropriate adjustments to the assessment of performance.

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GPO Box 5341 Sydney NSW 2001 ▪ P: (02) 8574 5280 ▪ W: [nsw.gov.au/ministertuckerman](http://nsw.gov.au/ministertuckerman)

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The Office of Local Government will be in contact shortly to issue invitations to online workshops to enable Treasury to explain the financial arrangements for the recognition of the red fleet assets, including the information attached. Officers from RFS will support Treasury with these discussions.

I trust this information is of assistance and if you require any further information please contact Stewart Walters at [stewartwalters@treasury.nsw.gov.au](mailto:stewartwalters@treasury.nsw.gov.au) or Ally Dench at [ally.dench@olg.nsw.gov.au](mailto:ally.dench@olg.nsw.gov.au).

Yours sincerely



**The Hon. Wendy Tuckerman MP**  
Minister for Local Government

Encl: Summary of financial implications Rural Fire Assets

CC:

The Hon. Matt Kean MP, Treasurer, Minister for Energy

The Hon. Step Cooke MP, Minister for Emergency Services and Resilience, Minister for Flood Recovery

NSW Local Government Councils

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### Treatment of Red Fleet Assets (RFA) by councils – summary of expected impacts (September 2022)

#### Assumptions

1. RFA are purchased predominantly using funds from the Rural Firefighting Fund (RFFF) by the Rural Fire Service (RFS) and provided to (and formally vested at that time in) Councils
2. Councils are not required to pay for these assets (so no cash or funding impact)
3. Operating expenses associated with the RFA are predominantly funded from the RFFF
4. Typically, the RFA will be replaced by RFS after the assets are no longer fit for purpose or if it is decided appropriate and agreed to provide a new asset (and sometimes repurpose the asset to another council)

#### Expected Accounting treatment

Assumes the example of a firefighting vehicle costing \$450,000 with a notional useful life of 25 years.

	Transaction	Impact on Operating Statement	\$	Impact on Balance Sheet and Net Worth of the Council	\$
1	RFA provided to Council	Increases Income Year 1	+450,000	Increases Asset base and Net Worth	+450,000
2	Year 1 of ownership	Depreciation of RFA (\$450,000 / 25 years)	(18,000)	Written Down Value of Asset (WDV) and Net Worth reduced by the depreciation	(18,000)
3	End of Year 1 position		(18,000)		\$432,000
4	Each year thereafter	Annual depreciation to Year 25, cumulative	(450,000)	Annual decrement of WDV of asset and Net Worth of the Council	(450,000)
5	Net Position at Year 25		0		0

Thus, in year 1 the council reflects a \$450,000 income and a \$450,000 increase in its assets and Net Worth that reverses year by year until year 25 at which point it is back to a net zero impact.

Throughout the 25 years, all these entries are non-cash so there is no impact on the cash or funding available for other council operations.

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### Credit Worthiness and Borrowings status as a result of the RFA being brought into the Operating Statement and Balance Sheet of the Council

1. TCorp has communicated that they have recently amended their credit methodology relating to the assessment of councils' operating performance to exclude depreciation (as a non-cash item) from operating expenses whilst including scheduled principal repayments to give a more accurate view of councils' ability to contain operating expenditure within operating revenue
2. Hence were depreciation to be included in the operating statement of a council when recognising the RFA, this should have no adverse impact on a council's ability to borrow from TCorp
3. Further, it is noted that from a debt service coverage and interest coverage perspective, TCorp's ratios are based on an EBITDA calculation which adds back depreciation (as a non-cash item) to earnings and therefore does not impact council's ability to borrow if they were to seek to a loan from TCorp.

### Accounting Assessment of Control of Red Fleet Assets

1. Under Australian Accounting Standard AASB 116 *Property, Plant and Equipment*, issued by the Australian Accounting Standards Board (AASB) an entity recognises items of property, plant and equipment **in its financial statements**. Therefore, who controls an item is important.
2. AASB 15 (Revenue from Contracts with Customers) defines control as; *'the ability to direct the use of, and obtain substantially all of the remaining benefits from, the asset. Control includes the ability to prevent other entities from directing the use of, and obtaining the benefits from, an asset'*
3. AASB 16 also includes in the right to control **the right to direct the use of the identified asset** (paras B24-B30)
4. *Framework for the Preparation and Presentation of Financial Statements* (para Aus49.1) states that 'An asset is a resource controlled by the entity as a result of past events and from which future economic benefits are expected to flow to the entity.' and that 'In respect of not-for-profit entities in the public or private sector ..... Future economic benefits is synonymous with the notion of service potential.'
5. AASB *Conceptual Framework for Financial Reporting* in para 4.21 states that 'An entity has the present ability to direct the use of an economic resource if it has the right to deploy that economic resource in its activities, or to allow another party to deploy the economic resource in that other party's activities'

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**Key technical arguments that, taken together, conclude control by councils**

Ability to direct the use of RFA	Councils are the legal owners of the assets when vested from RFS under S119(2) of the Act
	Under the Service Level Agreements, councils have the ability to allow or prevent RFS from directing the use of and obtaining the benefits from RFA
Obtaining economic benefit from the RFA	Councils have responsibility under the Rural Fires Act (Part 4 – <i>Bush Fire Prevention</i> ), to take practicable steps to prevent occurrence of bush fires. Therefore, councils receive the most benefit from the RFA in fulfilment of their statutory obligations. (In practice, brigades carry out this work on behalf of councils)
Preventing other entities from obtaining the benefits from an asset	Councils can prevent RFS from obtaining benefits from the RFA by not entering into service agreements with the RFS
	The Rural Fires Act requires councils to maintain RFA and if lost or destroyed, funds within the RFFF are used to replace RFA, which are again vested in councils

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Department of Planning and Environment  
Draft terms of reference



## Joint organisations review implementation inter-agency working group

When joint organisations (JOs) were proclaimed in regional NSW in 2018, the Government committed to monitor and evaluate the JO initiative

**Joint organisations (JOs) are statutory bodies established under the *Local Government Act 1993***

JOs were established to:

- improve regional collaboration between local councils and
- strengthen intergovernmental relationships between councils and state agencies.

When JOs were formed in 2018, the NSW Government gave a commitment to monitor and evaluate the JO initiative

**The Office of Local Government (OLG) commissioned ARTD to undertake the review of the JO model**

The objective of the JO review was to ensure that the JO framework is effective and that JOs can deliver their core functions of advocacy, strategic leadership, and better outcomes for regional communities

Specifically, the objectives of the review included to:

- Assess the effectiveness of the JO operational model in facilitating the delivery of core functions and statutory obligations and increasing collaboration with external partners.
- Assess the outcomes of the JOs in delivering their core functions — advocacy, strategic leadership, delivery of regional priorities and better outcomes for regional communities

The capacity of JOs to deliver their core functions is extremely variable, and for some, financial sustainability is challenging.

**JOs were widely consulted on the terms of reference for the review**

Under the terms of reference, the review considered:

- Analysis of what has worked in the establishment of the JOs, and what barriers exist to good governance.
- How effective the JO model has been in supporting JOs to deliver against the core objectives of advocacy, strategic leadership and better outcomes for regional communities.
- How the delivery of core objectives can be measured.

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## Joint organisations review implementation inter-agency working group



- How other NSW and Commonwealth agencies work with the JO network and value the contribution of the JO network.
- Overview of JO achievements and opportunities to share learnings from those achievements.
- How the capacity building funding has been used and the value of that funding program to the ongoing sustainability of JOs.
- Identification of barriers to success of the JO model.
- What a successful JO network looks like and how it can be realised.

Following extensive consultation with JOs and stakeholder ARTD delivered a set of recommendations, which were accepted by the Government.

**OLG has established a Joint Organisation review implementation inter-agency working group to consider how best to deliver those recommendations.**

### Working Group Purpose:

The overall objective of the working group is to support JOs to be an effective, strategic partner for Government, and to deliver their core functions.

### Terms of reference

The working group has as its terms of reference, to:

1. Consider the extent to which each recommendation contained in the JO review report can be delivered, and which agency should lead that implementation work.
2. Develop a plan, with timeframes, milestones, and deliverables, for implementing each recommendation.
3. Make recommendations about actions needed to implement recommendations and gain support from agencies responsible for implementing the recommendations.
4. Collaborate with JOs and communicate the plan to JOs.
5. Report to each agency's executive leadership team and the network of JOs on progress.

### Responsibilities

Members of the working Group will be required to:

- Attend meetings prepared and having familiarised themselves with briefing documents.
- Be able to make decisions based on this preparation.
- Provide input on behalf of their agency / organisation to the development and implementation of the plan
- Coordinate and liaise with their tier of government to ensure appropriate dissemination of information and inputs for the Implementation plan.
- Establish sub-working groups to collaborate on initiatives and actions;

## Joint organisations review implementation inter-agency working group



- Proactively share information that is relevant to the Implementation plan; and
- Make recommendations to the committee on required funding, policies and resources to deliver and implement the actions

### Membership and Structure

The working group is chaired by the OLG Executive Director Local Government and has membership at Executive Director level from:

- Office of Local Government
- Department of Regional NSW
- Department of Planning and Environment (DPE) Planning
- DPE Water
- Transport for NSW

Other agencies will be invited to participate in the working group as required.

### Governance

The working group will report to the Deputy Secretary Crown Lands and Local Government

The sub-working groups will drive work outcomes for specific actions. These groups will be governed and report to and through to the Joint Organisations Review Implementation Inter-agency working group

### Meeting Schedule

The working group meets monthly or as determined by a quorum of members (50%)

Meeting locations will be determined by the members and video conference capacity will be established for all meetings.

### Papers

An agenda will be circulated with any papers at least three working days in advance of the meeting.

Papers and documents will also be circulated out of session for input and feedback as required.

Actions will be recorded at each meeting and will be circulated within five working days of the meeting.

### Secretariat

Secretariat support is provided by the Office of Local Government

Contact: Melissa Gibbs

Joint organisations review implementation inter-agency  
working group



Email: [melissa.gibbs@olg.nsw.gov.au](mailto:melissa.gibbs@olg.nsw.gov.au)

Phone: (02) 4428 4100

Web: [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au)

## Joint organisations review implementation plan draft for co-design

### The NSW Government has reviewed the joint organisations framework

During 2021, the Office of Local Government (OLG) contracted specialist consulting firm ARTD to review the joint organisation (JO) framework. The overall objective of the review was to ensure the effectiveness of the JO framework, so that JOs can deliver their core functions.

The review concluded that the JO framework is a robust and credible, but makes some recommendations for improvement. The review identifies opportunities to refine the JO model to ensure JOs meet their potential.

The recommendations are listed at Attachment 1.

### An interagency group has been convened to consider the review recommendations and deliver an implementation plan

The overall objective of the working group is to support JOs to be an effective, strategic partner for Government, and to deliver their core functions.

The group's terms of reference are to:

1. Consider the extent to which each recommendation contained in the JO review report can be delivered, and which agency should lead that implementation work.
2. Develop an implementation plan, with timeframes, milestones, and deliverables, for implementing each recommendation.
3. Make recommendations about actions needed to implement recommendations and gain support from agencies responsible for implementing the recommendations.
4. Collaborate with JOs and communicate the plan to JOs.
5. Report to each agency's executive leadership team and the network of JOs on progress

### The implementation plan addresses the recommendations by theme

The interagency group has grouped the priority actions into themes, with sub-goals. The themes include:

1. Governance, promotion and communication (recommendations – 8, 9, 10, 11)
2. Greater financial stability (recommendations – 4, 5)
3. Accountability and performance (recommendations – 1, 2, 3, 7)
4. Boundaries (recommendation 6).

The draft implementation plan is outlined on the following pages.

Joint organisations review implementation plan draft for co-design draft for co-design



## Draft joint organisations review implementation plan draft for co-design

### 1. Governance, promotion and communication

#### a. Support the forum of JO chairs as a means of securing collaboration between chairs, MPs and NSW Government agencies (recommendation 8)

Action	Responsibility	Timing	Status
Convene an independently facilitated workshop of JO executive officers to align executive officer views on the role of the JO chairs forum	OLG, Regional NSW and JO EOs	March 2022	Completed
Convene an independently facilitated workshop of JO chairs and executive officers to ensure the JO chairs forum is fulfilling its potential	OLG, Regional NSW and JO chairs	March 2022	Complete
Amend terms of reference for the operation of the JO chairs forum to include workshop outcomes and recommendations	JOs	May 2022	Complete
Monitor the ongoing effectiveness of the JO chairs forum to ensure it is fulfilling its potential	JOs	September 2022 and February 2022	To commence

#### b. Profile successful JO projects and initiatives and showcase best practices (recommendation 9)

Action	Responsibility	Timing	Status
Use OLG fortnightly newsletter to showcase JO initiatives	OLG, with content provided by JOs	Ongoing	Commenced
Share examples of good JO practice and success stories across the JO network and through Regional Leadership Executive (RLE) meetings	OLG, Regional NSW and JOs	March 2023	To commence
Develop a suite of materials demonstrating the value of JOs to state agencies and councils	OLG, Regional NSW and JOs	December 2022	Underway
Prepare and distribute targeted communications outlining the value of JOs to non-member councils, State Government agencies, councillors and senior staff	OLG and JOs	December 2022	To commence

Joint organisations review implementation plan draft for co-design draft for co-design



Action	Responsibility	Timing	Status
Make better use of the statement of regional priorities to feed into RLE activities	OLG to compile JO statements of regional priorities and provide to RLEs; JOs to promote through RLE meetings	December 2022	To commence

**c. Ensure member councils understand the role of JOs (recommendation 10)**

Action	Responsibility	Timing	Status
Conduct a survey of councillors and senior staff of member councils of JOs to gain a baseline understanding of awareness of JOs and their value to member councils and their region	OLG, Regional NSW and JOs	To commence in August/September 2022	To commence
Prepare a strategy for JOs to implement to raise awareness and understanding of the role of JOs	OLG, Regional NSW and JOs	To commence in September/October 2022 following the survey	To commence
Conduct a follow up survey of councillors and senior staff of member councils of JOs to measure if there has been an increase in awareness of JOs and their value to member councils and their region following delivery of the strategy	OLG, Regional NSW and JOs	June 2023	To commence

**d. Encourage all eligible councils to belong to a joint organisation (recommendation 11)**

Action	Responsibility	Timing	Status
Commence discussions with mayors and general managers of eligible councils not currently a member of a JO to identify and understand barriers to membership	OLG and Regional NSW	July 2022 and on	Commenced
Work with JOs, NSW Government agencies and eligible councils to remove barriers to membership where possible	OLG, Regional NSW and JOs	August 2022 and on	To commence

Joint organisations review implementation plan draft for co-design draft for co-design



## 2. Greater financial stability

### a. Support NSW Government agencies to showcase JOs as a strong and respected partner (recommendation 4)

Action	Responsibility	Timing	Status
Establish a JO interagency group to support JOs to be an effective partner	OLG and relevant agencies	March 2022	Group established
Develop a JO review implementation plan	OLG, JO interagency group and JOs	June 2022	Commenced

### b. Encourage NSW Government agencies to prioritise investing in the JO network (recommendation 5)

Action	Responsibility	Timing	Status
Identify funding opportunities for JOs	OLG, Regional NSW and JOs	June 2022 and on	Commenced
Identify where investment is not being made in the JO network and remove barriers to investment	Interagency working group	September 2022	Underway

## 3. Accountability and performance

### a. Develop a performance framework for JOs and review performance against targets (recommendation 1)

Action	Responsibility	Timing	Status
Prepare a performance monitoring framework as part of OLG's monitoring program	OLG	December 2022	To commence

### b. Develop tailored capacity building and investment in JOs (recommendation 2)

Action	Responsibility	Timing	Status
Work with the Auditor General to seek to lower audit costs	OLG	September 2022	Initial meeting held – further meetings to follow

Joint organisations review implementation plan draft for co-design draft for co-design



**c. Strengthen governance processes in identified JOs (recommendation 3)**

Action	Responsibility	Timing	Status
Informed by the performance monitoring framework	OLG	2023	To commence

**d. Support JOs to work more effectively within the framework of the Local Government Act (recommendation 7)**

Action	Responsibility	Timing	Status
Review the regulatory and legislative requirements of JOs to determine if they remain fit for purpose	OLG and in consultation with JOs	December 2022	To commence
Support JOs with the establishment of the ARIC framework	OLG and JOs	June 2022	Commenced
Identify opportunities for JOs to streamline regulatory and legislative compliance	OLG and JOs	October 2022	To commence

#### 4. Boundaries

**a. Ensure boundaries are suitably aligned (recommendation 6)**

Action	Responsibility	Timing	Status
Review current design principles to ensure they remain fit for purpose	OLG, Regional NSW and JOs	September 2022	To commence
Establish a process to alter JO boundaries where warranted	OLG and Regional NSW and JOs	September 2022	To commence

Joint organisations review implementation plan draft for co-design draft for co-design



## Attachment 1

### Recommendations of the joint organisations review

Recommendation	Responsibility
<p>1 Develop a performance framework for JOs which sets clear, measurable performance targets for each core function. These should be tailored and reflect the maturity of individual JOs. Performance should be regularly reviewed against these targets and should be used to identify priorities for capacity building and opportunities for additional support and resourcing, where agreed with the JO.</p>	<p>OLG</p>
<p>2 Develop a tailored approach to capacity building and ongoing investment, that recognises the different membership structures and socioeconomic contexts in which JOs operate. This may include subsidising the costs of audits conducted by the NSW Audit Office.</p>	<p>OLG</p>
<p>3 Use audit and compliance information to identify joint organisations whose governance processes require strengthening.</p>	<p>OLG in consultation with other NSW Government agencies</p>
<p>4 Create a Partnerships Officer role to support NSW Government agencies to showcase JOs as a strong and respected partner for the NSW Government.</p>	<p>OLG to lead discussions with other NSW Government agencies</p>
<p>5 Encourage NSW Government agencies to prioritise investing in the JO network for major regional projects and initiatives, recognising that JOs are entities with robust legislative and regulatory frameworks.</p>	<p>OLG in consultation with other NSW Government agencies</p>
<p>6 Develop guidelines that set out the circumstances in which the Minister may consider a realignment of JO boundaries for a region to ensure JOs are enabled to reach their full potential.</p>	<p>OLG in consultation with other NSW Government agencies</p>
<p>7 Prioritise OLG resources to support JOs to work more effectively within the framework of the Local Government Act and regulations and to encourage JOs to reach their full potential.</p>	<p>OLG</p>

Joint organisations review implementation plan draft for co-design draft for co-design



Recommendation	Responsibility
8 Continue to support regular meetings of the forum of JO Chairs as a means of securing strategic collaboration between Chairs, Members of Parliament and NSW Government agency executives on key issues impacting on regional NSW.	OLG
9 Use the existing governance structures and strategic collaboration frameworks, particularly the JO Chairs Forum and General Managers Advisory Committees to profile successful projects and initiatives and showcase best practices. This will assist all JOs on their development to maturity	OLG ad JOs
10 Encourage JOs to work with member councils to ensure a better understanding within councils of their role in supporting regional collaboration and progressing regional priorities.	JOs
11 Consider ways of encouraging all eligible councils to belong to a joint organisation	OLG

<https://www.olg.nsw.gov.au/wp-content/uploads/2021/12/Joint-Organisation-Review-Volume-1-Overview-Report.pdf>

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

<b>File Number:</b>	<b>D22.72851</b>
<b>Reporting Officer:</b>	<b>Carol Holmes, Senior Executive Assistant</b>
<b>Responsible Officer:</b>	<b>Jeff Sowiak, 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 Managers since September 2022 Ordinary Meeting.

**REPORT**

The attachment shows the meetings which the Administrator, General Manager and staff have undertaken during the past month.

**FINANCIAL IMPLICATION**

Budgeted

**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**  

<b>DATE</b>	<b>Meeting</b>	<b>Topic</b>	<b>Who was involved</b>
21.09.22	Depot Staff Meeting	Outcome of Council Meeting & Catchup	GM & Staff
21.09.22	Office Staff Meeting	Outcome of Council Meeting & Catchup	GM & Staff
21.09.22	Catch Up	Executive Catch Up with Administrator	Administrator, GM
21.09.22	Murray Darling Association	AGM	Administator
22.09.22	SCAIW	Monthly Meeting	Administrator and GM
26.09.22	Euston Progressive Advisory Committee	Monthly Meeting	Administrator, GM & EME
27.09.22	Local Traffic Committee Meeting	Quarterly Meeting	Administrator, GM & EME
27.09.22	Auditors	Audit Status Meeting	Administrator & GM
28.09.22	Catch Up	Executive Catch Up with Administrator	Administrator and GM
28.09.22	Bidgee Haven Section 355 Committee	Bidgee Haven Reports	GM
28.09.22	RAMJO	Regional Strategies Education Road Map	Administrator and GM
29.09.22	MDA Region 4	Quarterly Meeting	Administrator
30.09.22	LEMO	EMPLAN Update	GM
30.09.22	Inspections	Flood Preparedness	Administrator, GM & EME
4.10.22	SES	Adverse Weather Preparations	GM
4.10.22	Extraordinary REMC	Western Region Weather Brief	GM
4.10.22	GBIT	Monthly Meeting	GM & Administrator
5.10.22	Catch Up	Executive Catch Up with Administrator	Administrator and GM
5.10.22	Webinar	SRV Applications	GM
5.10.22	Balranald Beautification Advisory Committee	Monthly Meeting	GM
7.10.22	Balarchies	Opening of 5 Rivers Festival	GM
11.10.22	MANEX	Monthly Catchup with Executive Staff	Administrator, GM, EME and Staff
12.10.22	Catch Up	Executive Cath Up with Administrator	Administrator and GM
12.10.22	Extraordinary LEMC	Flood Preparedness	Administrator and GM

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12.10.22	SCAIW	Inspection for Emergency Housing	GM & Administrator
13.10.22	Justice NSW	Community Justice	GM
18.10.22	Council Meeting	Monthly Meeting	Administrator, GM and EME
<b>Administrator - Mike Colreavy</b>			
<b>General Manager (GM) – Jeff Sowiak</b>			
<b>Executive Manager – Engineering (EME) – Kerry Jones</b>			
<b>MHD – Ray Mitchell</b>			

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**10 NOTICE OF MOTION / QUESTIONS ON NOTICE**

Nil

**11 CONFIDENTIAL MATTERS**

Nil

**12 CLOSURE OF MEETING**