



# **AGENDA**

## **Ordinary Council Meeting Tuesday, 18 April 2023**

**Date: Tuesday, 18 April 2023**

**Time: 5pm**

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

**Craig Bennett  
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**

<b>Honesty:</b>	We will be transparent, frank and truthful to ourselves, each other and with other people we deal with.
<b>Respect:</b>	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.
<b>Enjoyment:</b>	We will create a pleasant and enjoyable working environment with satisfying jobs.
<b>Teamwork:</b>	We will cooperate and support each other to achieve common goals.
<b>Openness:</b>	We will collaborate openly and provide opportunities to communicate and network regularly with each other.
<b>Leadership:</b>	We will provide a clear strategy and direction and support all to achieve organisational and community goals.
<b>Customer Focus:</b>	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 April 2023 at 5pm

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## 1 OPENING OF MEETING

### Chapter 3. Principles for Local Government

#### *8 Object of principles*

The object of the principles for councils set out in this Chapter is to provide guidance to enable councils to carry out their functions in a way that facilitates local communities that are strong, healthy and prosperous.

#### *8A Guiding principles for councils*

- (1) Exercise of functions generally.

The following general principles apply to the exercise of functions by councils--

- (a) Councils should provide strong and effective representation, leadership, planning and decision-making.
  - (b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.
  - (c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
  - (d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
  - (e) Councils should work co-operatively with other councils and the State government to achieve desired outcomes for the local community.
  - (f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.
  - (g) Councils should work with others to secure appropriate services for local community needs.
  - (h) Councils should act fairly, ethically and without bias in the interests of the local community.
  - (i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.
- (2) Decision-making The following principles apply to decision-making by councils (subject to any other applicable law)--
- (a) Councils should recognise diverse local community needs and interests.
  - (b) Councils should consider social justice principles.
  - (c) Councils should consider the long term and cumulative effects of actions on future generations.
  - (d) Councils should consider the principles of ecologically sustainable development.
  - (e) Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.
- (3) Community participation Councils should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.

**Principles of sound financial management***8B Principles of sound financial management*

The following principles of sound financial management apply to councils:

- (a) Council spending should be responsible and sustainable, aligning general revenue and expenses.
- (b) Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.
- (c) Councils should have effective financial and asset management, including sound policies and processes for the following--
  - (i) performance management and reporting,
  - (ii) asset maintenance and enhancement,
  - (iii) funding decisions,
  - (iv) risk management practices.
- (d) Councils should have regard to achieving intergenerational equity, including ensuring the following--
  - (i) policy decisions are made after considering their financial effects on future generations,
  - (ii) the current generation funds the cost of its services.

**Integrated planning and reporting principles that apply to councils***8C Integrated planning and reporting principles that apply to councils*

The following principles for strategic planning apply to the development of the integrated planning and reporting framework by councils:

- (a) Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.
- (b) Councils should identify strategic goals to meet those needs and aspirations.
- (c) Councils should develop activities, and prioritise actions, to work towards the strategic goals.
- (d) Councils should ensure that the strategic goals and activities to work towards them may be achieved within council resources.
- (e) Councils should regularly review and evaluate progress towards achieving strategic goals.
- (f) Councils should maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.
- (g) Councils should collaborate with others to maximise achievement of strategic goals.
- (h) Councils should manage risks to the local community or area or to the council effectively and proactively.
- (i) Councils should make appropriate evidence-based adaptations to meet changing needs and circumstances.

**2 ACKNOWLEDGEMENT OF COUNTRY**

**Acknowledgement of Country**

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

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**3 APOLOGIES**

**4 CONFIRMATION OF MINUTES****4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 21 MARCH 2023**

**File Number: D23.81164**

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

**Responsible Officer: Craig Bennett, General Manager**

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**OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Council Meeting held on Tuesday, 21 March 2023 be received and noted.**

**MINUTES FOR CONFIRMATION**

Council held an Ordinary Council Meeting on Tuesday, 21 March 2023 with the Minutes of that Meeting now being attached for review and approval, as being a true and correct copy of the meeting.

**ATTACHMENTS**

- 1. Minutes of the Ordinary Council Meeting held on Tuesday, 21 March 2023**





# MINUTES

**Ordinary Council Meeting  
Tuesday, 21 March 2023**

**Order Of Business**

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|           | Nil                                                                                                                |          |
| <b>11</b> | <b>Confidential Matters .....</b>                                                                                  | <b>9</b> |
|           | Nil                                                                                                                |          |

**MINUTES OF THE BALRANALD SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD  
ON TUESDAY, 21 MARCH 2023 AT 5PM**

**1 OPENING OF MEETING****2 ACKNOWLEDGMENT OF COUNTRY**

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

**PRESENT:**

Administrator, General Manager and Senior Executive Assistant

**3 APOLOGIES**

Executive Manager of Engineering

**4 CONFIRMATION OF MINUTES****4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 21 FEBRUARY 2023**

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**RESOLUTION 2023/24**

Moved: Administrator Mike Colreavy

That the Minutes of the Ordinary Council Meeting held on Tuesday, 21 February 2023 be received and noted.

**CARRIED**

**5 DISCLOSURE OF INTERESTS**

There were no Disclosure of Interests submitted to this Meeting.

**6 ADMINISTRATOR MINUTE/REPORT**

There was no Administrator Minute for this Meeting.

**7 COMMITTEE REPORTS****7.1 BIDGEE HAVEN RETIREMENT HOSTEL - MODELLING OF POSSIBLE INCREASES IN BEDS****RESOLUTION 2023/25**

Moved: Administrator Mike Colreavy

That Council notes the five models provided in **Attachment 1** to the report.

**CARRIED**

## 7.2 BIDGEE HAVEN HOSTEL MANAGEMENT COMMITTEE MEETING HELD ON FRIDAY, 3 MARCH 2023

### PREAMBLE FROM ADMINISTRATOR

It is clear from comments made at the Section 355 Bidgee Haven Hostel Management Committee (**Committee**) meeting on Friday, 3 March 2023, and there is little doubt, that there is understandable support in the community for an expansion of the Bidgee Haven Retirement Hostel. Two members of Committee, who voted in favour of the 30-bed option, even said that the community would be willing to accept **occasional** deficits on the Hostel's operations.

Consideration of this matter is happening at a time when there are significant regulatory changes to the operation of aged-care facilities required by Commonwealth regulators. Exactly how much money the Government intends to provide to facilities such as Bidgee Haven Hostel to meet regulatory requirements and to provide an adequate standard of care for residents is, as yet, unclear.

On Friday, 3 March 2023, by a majority split decision, the Committee resolved as follows:

### COMMITTEE RESOLUTION 2023/6

*That the Committee:*

1. *Note the attached costings as to income, staffing and overall operations of the existing Bidgee Haven Retirement Hostel and the five (5) models provided as comparisons.*
2. *Recommend to Council that it proceeds with the extension on the basis of Option four (4) (30 beds), subject to the capital grants to be received from the Federal Government still being available.*
3. *Recommend that Council re-establish the 'Hostel Extension Project Steering Committee' to re-evaluate suitable plans and costings with the grants available.*
4. *Recommend that prior to Council potentially deciding to proceed with the expansion of the Bidgee Haven Retirement Hostel, Council contacts the Commonwealth Government to meet and discuss the needs for full cost recovery funding to meet the recently introduced legislation for Aged Care facilities and the disadvantages of remote community living and the ability of residents to meet increased personal cost to enter or remain at the Hostel.*

In framing its advice to Council, the Committee examined financial modelling that compared 5 operating options for the facility. The Committee was considering a management report that recommended retention of the current 15-bed facility, rejecting any extension to either 20, 25, 30, or 50 beds unless full cost recovery is received from the Commonwealth Government to cover future operational costs. Financial models available to the Committee showed the following estimated annual operating deficits for each of the 5 models (since adjusted):

| Beds Model | Annual Deficit | Adjusted  |
|------------|----------------|-----------|
| 15 beds    | \$246,483      | \$294,833 |
| 20 beds    | \$440,177      | \$522,811 |
| 25 beds    | \$683,111      | \$622,017 |
| 30 beds    | \$343,693      | \$401,892 |
| 50 beds    | \$466,043      | \$498,533 |

The Committee asked that some of the estimated expenditure in the Models be checked. The models were then reviewed by management after the Committee meeting and the estimated annual deficits were revised as shown in the third column above.

The model predicts that the 30-bed option recommended to Council by the Committee will incur an estimated deficit of **\$401,892** per annum.

Management has advised me that, based on Council's general purpose financial modelling, it cannot afford the financial risks associated with ongoing annual \$401,892 deficit on Hostel operations. The suggestion that the community is willing to accept annual deficits of that size begs the question – how will they be paid for? There are basically three options (or a combination of these) for doing that:

- The Commonwealth covers the annual deficit on Hostel operations;
- The community covers the annual deficit on Hostel operations through a permanent special rate variation – estimated to be least 10% per annum, if spread across all rating categories, or much more if confined to properties oriented towards Balranald township; or
- Expenditure is reduced proportionately across other Council budget items (primarily roads).

The proponents of the 30-bed option on the Committee are optimistic that the Commonwealth will meet costs associated with changes in the aged-care residential framework. That is by no means clear and needs to be clarified with the Commonwealth. The same Committee members are also optimistic that the community will accept occasional deficits at the Hostel.

I was reminded at the outset of today's Agenda of Council's obligation to comply with Section 8B of the *Local Government Act 1993 (the Act)*. Section 8B of the Act requires Council, along with all New South Wales local government councils, to adhere to the following set of principles of sound financial management:

***“8B Principles of sound financial management***

*The following principles of sound financial management apply to councils:*

- (a) *Council spending should be responsible and sustainable, aligning general revenue and expenses.*
- (b) *Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.*
- (c) *Councils should have effective financial and asset management, including sound policies and processes for the following:*
  - (i) *performance management and reporting,*
  - (ii) *asset maintenance and enhancement,*
  - (iii) *funding decisions,*
  - (iv) *risk management practices.*
- (d) *Councils should have regard to achieving intergenerational equity, including ensuring the following:*
  - (i) *policy decisions are made after considering their financial effects on future generations,*
  - (ii) *the current generation funds the cost of its services.”*

While Section 8B of the Act specifically allows councils to invest in infrastructure for the benefit of the community, that must be done responsibly and sustainably. In my view Council cannot afford to take the risk on expanding the Bidgee Haven Hostel from 15 to 30 beds until it knows exactly how much the Commonwealth will contribute to ongoing operational costs there and that the Commonwealth's contribution will be sufficient to cover those costs, or alternately that the community will accept a permanent special rate variation in the order of 10% to fund the ongoing annual deficit. This will raise complexities with regard to what category(ies) of land across the Shire would attract the rate increases.

Also, there is still some uncertainty around the suitability of the land footprint for the building extensions and the impact of a sewer main that extends through the Hostel site.

### **RESOLUTION 2023/26**

Moved: Administrator Mike Colreavy

That prior to potentially deciding to proceed with any expansion of the Bidgee Haven Hostel, that Council:

1. Is to explore with the Commonwealth Government the availability of contributions to meet the operational deficits of an expanded Hostel that complies with recently introduced legislation for Aged Care facilities, solves the cost disadvantages of remote community living for the elderly, and equips Hostel residents to meet increased personal cost to enter or remain at the Hostel.
2. Consult with the Balranald Shire community about its willingness to accept a Special Rate Variation sufficient to meet the estimated ongoing operational costs of an expanded Hostel.
3. Further clarify the suitability of the land footprint and the impact of the sewer main on the project.
4. Publicise this decision in Balranald Shire Council's monthly Newsletter.
5. Publish the Administrator's Preamble to this decision in the Minutes of this Council Meeting.

**CARRIED**

### **7.3 EXECUTIVE OF CHAIRS COMMITTEE MEETINGS HELD ON MONDAY, 9 JANUARY AND THURSDAY, 2 MARCH 2023**

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### **RESOLUTION 2023/27**

Moved: Administrator Mike Colreavy

That the Minutes of the Executive of Chairs Committee meetings held on Monday, 9 January 2023 and Thursday, 2 March 2023 be received and noted.

**CARRIED**

**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****8 GENERAL MANAGER'S REPORTS****8.1 DONATION REQUESTS - SPORTING PARTICIPANTS****RESOLUTION 2023/28**

Moved: Administrator Mike Colreavy

That Council:

1. Approves a \$150 donation to Noah Bodinnar and Lani Jones as both of these requests comply with Donations, Financial & Assistance Policy; and
2. Decline the application request of Rachael Jones, as this does not comply with the policy.

**CARRIED**

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**8.2 CONFLICT OF INTERESTS POLICY - DEALING WITH COUNCIL RELATED DEVELOPMENT THROUGHOUT THE DEVELOPMENT PROCESS****RESOLUTION 2023/29**

Moved: Administrator Mike Colreavy

That Council:

1. Places the Draft Conflict of Interests Policy - Dealing with Council-Related Development Throughout the Development Process on public exhibition for a period of 28 days; and
2. Report the results of the public exhibition to the Ordinary Council Meeting scheduled to be held on Tuesday, 16 May 2023.

**CARRIED**

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**PART B – ITEMS FOR INFORMATION****9 GENERAL MANAGER'S REPORTS****9.1 REPORT ON FINANCIAL INFORMATION AS AT TUESDAY, 28 FEBRUARY 2023****RESOLUTION 2023/30**

Moved: Administrator Mike Colreavy

That Council receives and notes the financial information contained in this report for the period ending 28 February 2023.

**CARRIED**

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**9.2 ADMINISTRATOR, GENERAL MANAGER AND EXECUTIVE STAFF MEETINGS****RESOLUTION 2023/31**

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

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**9.3 GRANT STATUS UPDATE****RESOLUTION 2023/32**

Moved: Administrator Mike Colreavy

1. That the report be received and noted.
2. That a workshop be held on Monday 17 April 2023 commencing at 11am to update the Administrator on the status of all grant projects.
3. That the Administrator be invited to inspect all significant capital grant works on completion in the company with the General Manager
4. That where appropriate official openings be held when significant capital works are completed and that publicity be given to these through the newsletter.

**CARRIED**

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**9.4 OUTSTANDING ACTIONS****RESOLUTION 2023/33**

Moved: Administrator Mike Colreavy

1. That the report be received and noted.
2. That a road infrastructure inspection with the administrator on a 6 monthly basis to include the General Manager and relevant Managers.
3. That this decision remain in the outstanding action as a reminder to make it happen.
4. That the first inspection be undertaken on Monday, 15 May 2023

**CARRIED**

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**9.5 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT****RESOLUTION 2023/34**

Moved: Administrator Mike Colreavy

That the report be received and noted.

**CARRIED**

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

Nil

**11 CONFIDENTIAL MATTERS**

Nil

**The Meeting closed at 5.45pm.**

**The minutes of this meeting were confirmed at the Council Meeting held on 18 April 2023.**

.....  
**CHAIRPERSON**

.....  
**GENERAL MANAGER**

**5 DISCLOSURE OF INTEREST**

**6 ADMINISTRATOR MINUTE/REPORT****6.1 MAYORAL MINUTE - FLOODS REPORT 2022-2023**

**File Number:** D23.81644

**Reporting Officer:** Mike Colreavy, Administrator

**Responsible Officer:** Craig Bennett, General Manager

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**I PROPOSE TO RESOLVE AS FOLLOWS:**

**That a comprehensive report on the impacts that the 2022/2023 floods had on the Balranald Shire area and on Council is be provided to the Administrator for inclusion in a report to the Minister for Local Government (*Minister*) and the Office of Local Government (OLG).**

**2022-2023 FLOODS**

In December 2022, and in January, February, and March 2023, I have requested information from the Acting General Manager/Executive Manager of Engineering on the impacts that the 2022/2023 Floods had on the Balranald Shire area and on Council. This information was to be incorporated into my report that was due as at 31 January 2023, to the Minister and to the OLG.

Despite repeated requests, no information has been forthcoming from the Acting General Manager/Executive Manager of Engineering, which is totally unacceptable.

**ATTACHMENTS**

**Nil**

## 7 COMMITTEE REPORTS

### 7.1 STRENGTHENING COMMUNITY ACCESS INCLUSION AND WELLBEING ADVISORY COMMITTEE MEETING

File Number: D23.81395

Reporting Officer: Carol Holmes, Senior Executive Assistant

Responsible Officer: Craig Bennett, General Manager

#### OFFICER RECOMMENDATION

That the Minutes of the Strengthening Community Access Inclusion and Wellbeing Advisory Committee (SCAIWAC) meeting held on Thursday, 23 February 2023 be received and noted.

#### REPORT

The SCAIWAC held a meeting on Thursday, 23 February 2023 in the Council Chambers and discussed the following:

a. **An Update from Council by Administrator**

Council's Administrator advised the Committee that he had been approached by nursing staff of Balranald Multi-Purpose Service (**MPS**) regarding the staff shortages. The Administrator stated that he has written to Brad Astil, Acting Chief Executive Officer of Far West Local Health District, (**FWLHD**) at Broken Hill with the oversight of Balranald staff shortages. Administrator has also spoken to Michelle Straubb, Health Manager at MPS and it was agreed to wait several more weeks to see how things progress before considering advocacy up to the Minister for Health.

b. **After School Care**

Emma advised that she has been in contact with Intereach to discuss the after-school care, which has been raised and is being considered by the Intereach Executive. Intereach was looking to connect with the Library Manager. The Executive Manager of Engineering noted that Warren had a school holiday camp program for each school holidays. Council's Community Projects, Tourism and Grants Co-ordinator will explore these funding streams.

c. **Ongoing Initiative Update** –

The committee will hold over the Service Directory finalisation and launch and the Local Government Area (**LGA**) Health Profile. It was noted that the Balranald Emergency Accommodation Model funding application had been submitted, and a model drafted and co investors include Maari Ma, Vinnies, MacKillop Services, Mallee Domestic Violence Services and Mallee Accommodation Support Program.

d. **Mental Health First Aid Officer funding** – a review of the Position Description and costings for the role will be conducted. It was noted that currently the workforce plan is in consultation process, once this is adopted the recruitment can commence. The committee will put the program of works to the General Manager, and the General Manager will lead this staff member.

e. **Bus Transport** need to check with Mandy Haley for the final outcomes.

**Council Elections** – The Administrator advised the committee members that there will be Council elections held in September 2024 and is requesting members of the Advisory Committees to seriously consider nominating as Councillor. He also advised that Office of Local Government (**OLG**) will be providing training prior to elections.

There were no recommendations for Council at this meeting.

**ATTACHMENTS**

- 1. Minutes - SCAIW Meeting - 23 February 2023**

**7.2 EXECUTIVE OF CHAIRS ADVISORY COMMITTEE MEETING**

**File Number:** D23.81554

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

**Responsible Officer:** Craig Bennett, General Manager

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**OFFICER RECOMMENDATION**

**That the Minutes of the Executive of Chairs Advisory Committee (EOCAC) meeting that was held on Tuesday, 14 March 2023 be received and noted.**

**REPORT**

The EOCAC met on Tuesday, 14 March 2023 to discuss the Developer Contribution Plans Works Schedule. After plenty of discussion on the Developer Contributions Works Schedule, it was decided by the committee to defer the meeting until Thursday, 27 April 2023.

The General Manager advised the Committee that he would review the Settlement Strategies and redo the priority lists to align with the strategies.

The General Manager advised the committee members to all discuss and view the Developer Contribution Plans Works Schedule with their fellow Committee members and forward to Council their priorities list prior to the next meeting.

**ATTACHMENTS**

- 1. Minutes - Executive of Chairs - Advisory Committee - March 2023**

**7.3 GROWING BUSINESS INDUSTRY & TOURISM ADVISORY COMMITTEE MEETING**

**File Number:** D23.81558

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

**Responsible Officer:** Craig Bennett, General Manager

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**OFFICER RECOMMENDATION**

**That the Minutes of the Growing Business Industry & Tourism Advisory Committee (GBITAC) meeting held on Tuesday, 7 March 2023 be received and noted.**

**REPORT**

The GBITAC held a meeting on Tuesday, 7 March 2023 in the Council Chambers and discussed the following:

1. Project Prioritisation List;
2. Foundation Broken Hill;
3. Burrawong Wind Farm;
4. Pastoral Property History Plaques; and
5. The GBITAC Rolling Action Plan.

The GBITAC made the following recommendation for Council – that Council contact the Manager of the Yanga and Mungo National Parks in order to assist in revitalising the relationships between agencies post COVID-19.

The next meeting will be discussed via group email so that the committee can consider proposed dates that align with the Administrator being available to attend.

**ATTACHMENTS**

1. **Minutes of the Growing Business Industry & Tourism Advisory Committee (GBITAC) Meeting Held on Tuesday, 7 March 2023.**

**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****8 GENERAL MANAGER'S REPORTS****8.1 ENDORSEMENT OF THE DRAFT OPERATIONAL PLAN FOR THE 2023/2024 FINANCIAL YEAR**

|                                    |                                                                                                |
|------------------------------------|------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D23.80977</b>                                                                               |
| <b>Author(s):</b>                  | <b>Carol Holmes, Senior Executive Assistant</b>                                                |
| <b>Approver:</b>                   | <b>Craig Bennett, General Manager</b>                                                          |
| <b>Operational Plan Objective:</b> | <b>Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.</b> |

**PURPOSE OF REPORT**

To submit to Council the Draft Operational Plan (**OP**) for the 2023/2024 Financial Year and to seek Council's endorsement for the OP to be placed on public exhibition for twenty-eight (28) days in order to seek public submissions on the OP.

**OFFICER RECOMMENDATION**

**That Council endorses the Draft Operational Plan for the 2023/2024 Financial Year and places the Draft Operational Plan on public display, for a minimum period of twenty-eight (28) days.**

**REPORT**

The OP is a one year plan that spells out the detail of the Delivery Program 2022-2026 (**DP**), identifying the individual projects and activities that will be undertaken in the 2023/2024 Financial Year, in order to achieve the commitments made in the four year DP.

It should be apparent how the OP Projects, Actions and Initiatives work towards achieving the DP and in turn work towards achieving the objectives of the Community Strategic Plan (**CSP**). The actions contained in the OP are enabled by the Resourcing Strategy (**RS**).

The RS is made up of the Long-Term Financial Plan 2021-2031 (**LTFP**), the Asset Management Strategy (**AMS**) and the Workforce Plan and Strategy 2022 (**WP&S**).

The OP is attached to this report (**Attachment 1**).

The attachment details all of the actions for the 2023/2024 Financial Year.

The actions are broken up under the following six (6) headings:

1. Our Lifestyle;
2. Our Community;
3. Our Economy;



4. Our Infrastructure;
5. Our Environment; and
6. Our Council.

There are seven (7) actions identified under Our Lifestyle, fifteen (15) under Our Community, eleven (11) under Our Economy, eight (8) under Our Infrastructure, eight (8) under Our Environment and twelve (12) under Our Council.

That equates to sixty-one (61) actions for the 2023/2024 Financial Year.

This report is linked to the following reports that are included in this Ordinary Council Meeting:

1. Endorsement of the Draft Budget for the 2023/2024 Financial Year; and
2. Endorsement of the Draft Revenue Policy for the 2023/2024 Financial Year.

#### **FINANCIAL IMPLICATIONS**

Nil.

#### **LEGISLATIVE IMPLICATIONS**

##### **405 Operational Plan**

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

#### **POLICY IMPLICATIONS**

Delivery Program 2022-2026

Operational Plan 2023/2024

Community Strategic Plan 2022-2032

#### **RISK RATING**

Nil

#### **STAKEHOLDER CONSULTATION**

The OP for the 2023/2024 Financial Year will be going out to public exhibition for twenty-eight (28) days, in order to receive public submissions on the OP.

#### **OPTIONS**

Nil.

#### **CONCLUSION**

The OP is the key annual plan that identifies what actions the council will undertake during the 2023/2024 Financial Year. The OP is required to be exhibited for a minimum period of twenty-eight (28) days, in order to seek public submissions on the OP for the 2023/2024 Financial Year.

**ATTACHMENTS**

- 1. Draft Operational Plan for the 2023/2024 Financial Year**

**8.2 ENDORSEMENT OF THE DRAFT BUDGET FOR THE 2023/2024 FINANCIAL YEAR**

**File Number:** D23.80701  
**Reporting Officer:** John Batchelor, Finance Consultant  
**Responsible Officer:** Craig Bennett, General Manager  
**Operational Plan Objective:** Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.

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**PURPOSE OF REPORT**

The purpose of this report is to seek Council's endorsement for the 2023/2024 Draft Budget (***Draft Budget***) to be placed on public exhibition for twenty-eight (28) days.

**OFFICER RECOMMENDATION**

**That Council endorses the Draft Budget for the 2023/2024 Financial Year and places it on public exhibition for a period of twenty-eight (28) days.**

**REPORT****Draft Budget Overview for the 2023/2024 Financial Year**

Preparation of the Draft Budget has been framed around five (5) main principles:

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

To achieve these principles Council is proposing a rate increase of 10% in line with the approved Special Rate Variation (***SRV***) and slight increases in Water Access and Usage charges, Sewerage charges, and Waste Management charges.

These increases along with all other proposed fees and charges are outlined in the Statement of Revenue Policy, which is detailed in a separate report to this Ordinary Council Meeting.

The Draft Budget details a total expenditure of **\$23.69M** and delivers a small budget surplus of **\$1,221**. (***Attachment 1***).

The Draft Budget is focused predominantly on maintenance, particularly road infrastructure maintenance, following the significant damage to the road network, caused by the severe flooding in late 2022, as well as maintaining current levels of services for the community.

Key points in the Draft Budget are as follows:

### **Rates and Charges**

- General rates will increase by 10% in line with the already approved SRV. This SRV ends at the conclusion of the 2024/2025 Financial Year and unless another SRV is approved by the Independent Pricing and Regulatory Authority (**IPART**) the rate increase for the 2025/2026 Financial Year will revert back to the approved rate set by IPART.

The various rates are outlined in the Statement of Revenue Policy (**SORP**) for the 2023/2024 Financial Year (Separate report to this meeting).

- Water access charges will be increased by 2% overall and the various raw and filtered water access charges are outlined in the SORP for the 2023/2024 Financial Year.
- Sewerage access charges have been addressed and whilst the overall revenue is at a similar level to the 2022/2023 Financial Year, charges have been increased to compensate for the removal of the Pedestal charges as advised in the report to Council last year.

The Pedestal charges will be replaced by a volumetric charge based on meter size and consumption usage for the relevant non-residential properties. The various charges are outlined in the SORP for the 2023/2024 Financial Year.

- Waste Management charges are proposed to increase by 10% and these are outlined in the SORP for the 2023/2024 Financial Year.

### **Investment Income**

The Draft Budget has benefited from the increase in interest rates currently being offered by the various banks and Approved Deposit Institutions (**ADI's**).

The increased rates coupled with a growth in funds available for investment, particularly unexpended grant funds, has meant that the Draft Budget bottom line has benefited greatly and cushioned the impact of expenditure increases in other service areas.

The total of interest on the investment income contained in the Draft Budget for 2023/2024 is \$863K, compared to \$95K in the 2022/2023 Adopted Budget. This is a significant increase.

### **Capital Works 2023/2024**

Under the Integrated Planning & Reporting (**IP&R**) process, Council prepares a rolling Long Term Financial Plan (**LTFP**). From this plan, Council prepares a single year financial

plan to identify its day-to-day operational needs and to determine future capital and maintenance works across all the service areas of Council.

The following Capital Works are proposed to be undertaken in the 2023/2024 Financial Year:

|                                                                 |                       |
|-----------------------------------------------------------------|-----------------------|
| <b>Road Upgrade Works – Capital Grants</b>                      | <b>\$3.73M</b>        |
| <b>Plant Purchases</b>                                          | <b>\$800K</b>         |
| <b>Water Infrastructure Upgrades</b>                            | <b>\$650K</b>         |
| <b>Pound and Animal Shelter Upgrades – Balranald and Euston</b> | <b>\$200K</b>         |
| <b>Sewer Infrastructure Upgrades</b>                            | <b>\$150K</b>         |
| <b>Balranald Cemetery Extension</b>                             | <b>\$106K</b>         |
| <b>Rural Fire Service Assets</b>                                | <b>\$100K</b>         |
| <b>IT Hardware and Furniture and Fittings</b>                   | <b>\$13K</b>          |
|                                                                 |                       |
| <b>TOTAL</b>                                                    | <b><u>\$5.75M</u></b> |

Included in the budget are various allocations towards maintenance works to be undertaken in the areas of town services (parks, gardens, water and sewerage), in the roads area and for other Council assets.

Council has prepared this Draft Budget to fund asset depreciation where possible in the major areas of roads, buildings and water and sewer infrastructure.

Council recognises that grant funding will be required to help develop new projects and to assist in the cost-effective delivery of projects and maintenance across all areas of its operation. Major grants to be sought will include upgrades to water treatment and town or village enhancements.

Within the LTFP, Council has identified loan funding to be paid back and determined that as part of the preparation of this budget that no increases in loan funding were required to deliver major projects. The current loan funding includes the following:

|                                      |                           |                          |
|--------------------------------------|---------------------------|--------------------------|
| <b>Flood Mitigation</b>              | <b>\$280,000</b>          | <b>expires May 2028</b>  |
| <b>West Balranald Drainage</b>       | <b>\$1,058,500</b>        | <b>expires Nov 2029</b>  |
| <b>Information Centre</b>            | <b>\$1,000,000</b>        | <b>expires June 2033</b> |
| <b>Euston Water Supply</b>           | <b>\$717,000</b>          | <b>expires Nov 2029</b>  |
| <b>Euston Filtered Water Project</b> | <b>\$655,000</b>          | <b>expires June 2030</b> |
|                                      |                           |                          |
| <b>TOTAL</b>                         | <b><u>\$3,710,500</u></b> |                          |

### **Wages and Salaries**

Total Wages and Salaries for the 2023/2024 Financial Year are estimated to be **\$7.7M.** (**Attachment 2**)

This is an increase of \$900k from the 2022/2023 Financial Year. The increase takes into account the new legislative staffing requirements for the Bidgee Haven Retirement Hostel.

### **Grants and Contributions**

Council has made a concerted effort to attract grant funding for many of its operational and capital expenditure areas.

Monthly reports to Council demonstrate the results of these efforts and whilst the grant reporting and acquittal process is onerous, without these grants Council would not be able to provide the level of service expected by the community, and that are able to be delivered to the community.

The Draft LTFP worksheet for the period from 2023/2024 until 2032/2033 (**Attachment 3**) demonstrates the importance and need for substantial Operational and Capital grant funding to help sustain Council's financial viability into the future.

Below is a list of Operational Grants and Capital Grants contained in the Draft Budget:

### **Operational Grants** (Attachment 2).

\$

|                                                                 |  |                  |
|-----------------------------------------------------------------|--|------------------|
| Financial Assistance Grant - General Purpose                    |  | 3,620,000        |
| Financial Assistance Grant - Roads                              |  | 1,570,000        |
| Personal Care Subsidies - Bidgee Haven Retirement Hostel        |  | 1,146,000        |
| Other Assorted Contributions and Grants                         |  | 1,036,750        |
| Flood Grant - Road Restoration                                  |  | 1,000,000        |
| Road Potholes Restoration Grant                                 |  | 500,000          |
| Transport for NSW (TfNSW) Block Grant                           |  | 330,000          |
| Rural Fire Service (RFS)                                        |  | 114,000          |
| Contribution from TRONOX for Heavy patching works               |  | 100,000          |
| Grant for Project Officer and Activities – Health and Wellbeing |  | 85,000           |
| Library Subsidy                                                 |  | 50,000           |
| Noxious Weeds                                                   |  | 30,000           |
| General Rates Pensioner Subsidy                                 |  | 11,000           |
| Domestic Waste Management - Pensioner Subsidy                   |  | 9,500            |
| Water Fund Pensioner Subsidy                                    |  | 7,200            |
| Sewerage Fund Pensioner Subsidy                                 |  | 6,500            |
| Training Subsidy - Bidgee Haven Retirement Hostel               |  | 4,000            |
| Youth Week                                                      |  | 1,500            |
|                                                                 |  |                  |
| <b>TOTAL</b>                                                    |  | <b>9,621,450</b> |

### **Capital Grants** (Attachment 2).

\$

|                                                         |                  |
|---------------------------------------------------------|------------------|
|                                                         |                  |
| Fixing Local Roads - Benanee Road                       | 1,600,000        |
| Transport for NSW ( <b>TfNSW</b> ) BlockGrant           | 987,030          |
| Roads 2 Recovery                                        | 832,920          |
| Fixing Local Roads ( <b>FLR</b> ) Phase 3               | 314,980          |
| Rural Fire Service ( <b>RFS</b> )                       | 105,000          |
| Grant for New Pound and Animal Shelters - to be sourced | 100,000          |
|                                                         |                  |
| <b>TOTAL</b>                                            | <b>3,939,930</b> |

With the recent severe flooding and damage to Council's road network it is anticipated that further grant funding for restoration works will be received from state and federal government sources.

All up the Draft Budget provides an amount of \$6.4M for roads and associated works.

Council relies heavily on grant funding and contributions to maintain existing assets and levels of service. A total of \$13.6M in grant funding and other contributions is anticipated in the 2023/2024 Financial Year.

These sources of income (\$13.6M) make up approximately 60% of Council's total income from continuing operations (\$22.6M).

These grants will be used for both Operational and Capital purposes, as outlined above, and as defined by the funding body.

The Financial Assistance Grant (**FAG**) has been increased by 1% over actuals for this Financial Year and this is a conservative estimate.

The LTFP from 2023/2024 until 2032/2033 is also showing a conservative 1% annual increase in any operational and capital grants going forward.

### **Long Term Financial Plan (LTFP)**

With the cessation of the current 10% SRV in the 2024/2025 Financial Year, Council will revert back to rate increases set by IPART from the 2025/2026 Financial Year onwards.

For the purpose of the LTFP rate increases of 2.7% have been assumed for the 2025/2026 Financial Year onwards.

Industry standards have been used in the forecasting of other income and expenditures and a conservative 1% increase has been factored in for operational and capital grants

Using these assumptions, the LTFP shows that with the cessation of the current SRV the operating result from continuing operations including capital grants and contributions is predicted to decline from a net operating surplus of \$450K in the last year of the current SRV in the 2024/2025 Financial Year, to a net operating deficit of \$1M in the 2032/2033 Financial Year.

The projected surplus/(deficit) from the 2025/2026 Financial Year and onwards are as follows:

| Estimated<br>2025/2026 | Estimated<br>2026/2027 | Estimated<br>2027/2028 | Estimated<br>2028/2029 | Estimated<br>2029/2030 | Estimated<br>2030/2031 | Estimated<br>2031/2032 | Estimated<br>2032/2033 |
|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| \$294K                 | \$130K                 | (\$39K)                | (\$208K)               | (\$395K)               | (\$594K)               | (\$801K)               | (\$1.015M)             |

Council relies heavily on grant funding for its operations and should these sources decline Council will be faced with some hard decisions on levels of service and the services it provides.

For example, in the 2023/2024 Financial Year, the net cost (deficit) to operate the Discovery Centre is estimated to be (\$244,890), the Library (\$93,660), the Swimming Pool (\$236,000) and the Bidgee Haven Retirement Hostel (\$290,150).

That is a combined net cost of \$865K.

The bottom line is that Council needs to acknowledge the anticipated deficits and address the issue by considering the need to make an application for a cumulative SRV to come into effect from the 2025/2026 Financial Year.

### **Council Assets and Depreciation**

Following a full revaluation of all classes of Council assets the increased value has caused the annual depreciation amount to increase significantly.

Actual depreciation, amortisation and impairment costs detailed in the 2021/2022 Annual Financial Statements amounted to \$5.373M.

The Draft Budget recognises a depreciation, amortisation and impairment amount of \$6.1M and includes asset renewal and maintenance programmes which will cover Council's annual asset depreciation costs.

### **Bidgee Haven Hostel**

The Draft Budget shows an estimated deficit of (\$290K) taking into account the new workforce structure required following legislative changes that will come into effect from the 1<sup>st</sup> July 2023.

Whilst any proposed expansion of the facility is a decision for Council, consideration as to the level of subsidisation by the General Fund in having responsibility for operations of the facility should also be taken into account going forward.

The SORP contains the fee structure applicable for the Hostel.

### **The Road Ahead**

- Whilst the focus of the 2023/24 Budget has been to maintain current assets and services the longer-term focus will be to build up a level of restricted funds to replace or upgrade existing plant and infrastructure. An amount of \$1.368M is proposed for transfer to Restrictions in the budget.
- The future will require Council to review its core services, and to make decisions on assets that it currently operates and maintains. This is a requirement under the Minister for Local Government's Performance Improvement Order.
- The 2023/24 Draft Budget is another step in this journey to achieve compliance with the Minister's order, and to also set up a pathway to ensure the ongoing viability of



Balranald Shire Council.

- Council should look to only undertake required capital works that are 95% – 100% funded by grants. In the case of some grants for roads a small Council contribution is required.
- Council needs to develop and maintain an asset renewal and maintenance programme for roads, buildings, water supply, sewerage systems, plant and equipment and infrastructure services, and
- Council needs to maximise investment opportunities for unexpended grants, external and internal restrictions and for unrestricted cash. This is important to help fund asset maintenance and provision of services once the current SRV expires in 2024/2025.

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

- A summary of the budget by functional areas detailing Operational and Capital income and expenditure (Attachment 1).
- The Consolidated Funds Operational Budget 2023/2024 to 2026/2027 – showing the combined result of General, Water and Sewer Funds (Attachment 2).
- A summary of the 10 Year LTFP detailing estimates of income and expenditure from continuing operations (Attachment 3); and
- An estimate of the balances of External and Internal Restrictions for the period from 2023/2024 until 2026/2027 (Attachment 4).

## **FINANCIAL IMPLICATIONS**

Nil.

## **LEGISLATIVE IMPLICATIONS**

Local Government Act, 1993.

## **POLICY IMPLICATIONS**

Nil.

## **RISK RATING**

Low.

## **ATTACHMENTS**

1. Summary 2023-2024 Draft Budget
2. Operational Plan 2023-2024 to 2026-2027
3. LTFP 2023-2033
4. Restrictions 2023-24 to 2026-2

**8.3 ENDORSEMENT OF THE DRAFT REVENUE POLICY FOR THE 2023/2024 FINANCIAL YEAR**

**File Number:** D23.81641  
**Author(s):** Janelle Dalton, Rates Officer  
**Approver:** Craig Bennett, General Manager  
**Operational Plan Objective:** Pillar 3: Our Economy – A community that ensures a strong and resilient economy.

**PURPOSE OF REPORT**

The Purpose of this report is to seek Council's endorsement to place the Balranald Shire Council's Draft Revenue Policy (**Attachment 1**) and Draft Fees and Charges (**Attachment 2**) for the 2023/2024 Financial year, on public exhibition for twenty-eight (28) days and to invite public submissions on both draft documents.

**OFFICER RECOMMENDATIONS**

THAT:

1. In accordance with the provisions of section 535 of the Local Government Act, 1993 the proposed **Rates and Charges** for the 2023/2024 Financial Year (as detailed in Attachment 1) are endorsed by Council to go out on public exhibition as part of Council's Operational Plan and Budget for the 2023/2024 Financial Year and in accordance with the provisions of section 405 of *the Act* for a period of 28 days; and
2. Council increases the Notional yield by the maximum 10% per annum, being year 6 of a 7-year Special Rate Variation (**SRV**), that has already been approved by the Independent Pricing and Regulatory Tribunal of NSW (**IPART**) as follows:

**FARMLAND – GENERAL** a rate of zero point one three five (0.135) cents in the dollar on the land value of all rateable land in the area which has been categorised by the Council as **Farmland General** with the dominant use being generally cropping or grazing over significant land area pursuant to Section 515 of the Local Government Act, 1993 and subject to a base amount of six hundred and sixty dollars (\$660) in respect of each separate parcel with the base amount producing thirteen point nine percent (13.9%) of the total amount of the rate levy for the Farmland General rate sub-category; and

**FARMLAND – IRRIGABLE HORTICULTURE** a rate of zero point five seven (0.57) cents in the dollar on the land value of all rateable land in the area which has been categorised by the Council as **Farmland – Irrigable - Horticulture** to include nut farms and other irrigatable intensive horticulture land use and has significant and substantial commercial purpose or character, pursuant to Section 515 of the Local Government Act, 1993 and subject to a base amount of six hundred and sixty dollars (\$660) in respect of each separate parcel with the base amount producing two point two percent (2.2%) of the total amount of the rate levy for the Farmland – Irrigable - Horticulture rate sub-category; and

**FARMLAND – INTENSE** a rate of zero point three one (0.31) cents in the dollar on the land value of all rateable land in the area which has been categorised by the Council as **Farmland Intense** to have medium to high intensity of land use and an intermediate to major economic benefit pursuant to Section 515 of the Local Government Act, 1993 and subject to a base amount of six hundred and sixty dollars (\$660) in respect of each separate parcel with the base amount producing twenty point seven percent (20.7%) of the total amount of the rate levy for the Farmland Intense rate sub-category; and

**RESIDENTIAL – BALRANALD** a rate of zero point five six four (0.564) cents in the dollar on the land value of all rateable land in the centre of the population being the Balranald Village Zone, being land which has been sub-categorised by the Council as **Balranald Residential** pursuant to Sections 516 and 529 of the Local Government Act, 1993 and subject to a base amount of two hundred and ten dollars (\$210) in respect of each separate parcel with the base amount producing forty one point nine percent (41.9%) of the total amount of the rate levy for the Residential Balranald rate sub-category; and

**RESIDENTIAL – EUSTON** a rate of zero point two four (0.24) cents in the dollar on the land value of all rateable land in the centre of the population being the Euston Village Zone, being land which has been sub-categorised by the Council as **Euston Residential** pursuant to Sections 516 and 529 of the Local Government Act, 1993 and subject to a base amount of two hundred and ten dollars (\$210) in respect of each separate parcel with the base amount producing forty six point seven percent (46.7%) of the total amount of the rate levy for the Residential Euston rate sub-category; and

**RESIDENTIAL – OXLEY** a rate of three point five (3.50) cents in the dollar on the land value of all rateable land in the centre of the population being the Oxley Village Zone, being land which has been sub-categorised by the Council as **Oxley Residential** pursuant to Sections 516 and 529 of the Local Government Act, 1993 and subject to a base amount of one hundred and ten dollars (\$110) in respect of each separate parcel with the base amount producing thirty six point three percent (36.3%) of the total amount of the rate levy for the Residential Oxley rate sub-category; and

**RESIDENTIAL – GENERAL – RURAL (0-2 hectares)** a rate of zero point three seven (0.37) cents in the dollar on the land value of all rateable land used for residential purposes and not located within the Balranald, Euston or Oxley Village Zones, being land which has been sub-categorised by the Council as **Residential General – Rural (0-2 hectares)** pursuant to Sections 516 and 529 of the Local Government Act, 1993 and subject to a base amount of two hundred and ten (\$210) in respect of each separate parcel with the base amount producing forty two point five percent (42.5%) of the total amount of the rate levy for the Residential General – Rural (0-2 hectares) rate sub-category; and

**RESIDENTIAL – RURAL (2-40 hectares)** a rate of zero point two two (0.22) cents in the dollar on the land value of all rateable land used for residential purposes and not located within the Balranald and Euston or Oxley Village Zones, being land which has been sub-categorised by the Council as **Residential General – Rural (2-40 hectares)** pursuant to Section 516 and 529 of the Local Government Act, 1993, subject to a base amount of two hundred and ten (\$210) in respect of each separate parcel with the base amount producing thirty two point one two percent (32.1%) of the total amount of the rate levy for the Residential General – Rural (2-40 hectares) rate sub-category; and

**BUSINESS – BALRANALD** a rate of three point zero (3.0) cents in the dollar on the land value of all rateable land in the Balranald Village Zone, being land which has been sub-categorised by the Council as **Business Balranald** pursuant to Sections 518 and 529 of the Local Government Act, 1993 and subject to a base amount of four hundred and fifty dollars (\$450) in respect of each separate parcel with the base amount producing nineteen point eight percent (19.8%) of the total amount of the rate levy for the Business Balranald rate sub-category; and

**BUSINESS – EUSTON** a rate of one point seven (1.7) cents in the dollar on the land value of all rateable land in the Euston Village Zone, being land which has been sub-categorised by the Council as **Business Euston** pursuant to Sections 518 and 529 of the Local Government Act, 1993 and subject to a base amount of four hundred and fifty dollars (\$450) in respect of each separate parcel with the base amount producing eleven point five (12.2%) of the total amount of the rate levy for the Business Euston rate sub-category; and

**BUSINESS – RURAL** a rate of one point zero (1.0) cents in the dollar on the land value of all rateable land outside of any of the Balranald Shire Residential Village Zones and not identified in the otherwise described business areas, being land which has been sub-categorised by the Council as **Business - Rural** pursuant to Sections 518 and 529 of the Local Government Act, 1993 and subject to a base amount of two hundred and ten dollars (\$210) in respect of each separate parcel with the base amount producing thirty seven point seven percent (37.7%) of the total amount of the rate levy for the Business - Rural rate sub-category; and

**BUSINESS – RURAL GRAVEL & SAND EXTRACTION** a rate of one point six five (1.65) cents in the dollar on the land value of all rateable land in the Balranald Shire area which has been sub-categorised by the Council as **Business – Rural Gravel & Sand Extraction** (excluding mineral sands and gypsum extraction) pursuant to Sections 518 and 529 of the Local Government Act, 1993 and subject to a base amount of one hundred and twenty dollars (\$120) in respect of each separate parcel with the base amount producing thirty seven point eight percent (37.8%) of the total amount of the rate levy for the Business – Rural Gravel & Sand Extraction sub-category; and

**BUSINESS – PARISHES OF PAIKA, PENARIE, WOOLPAGERIE, WILLILBAH EAST & MAGENTA – GYPSUM EXTRACTION** a rate of five point one (5.1) cents in the dollar on the land value of all rateable land in the Balranald Shire area which has been sub-categorised by the Council as **Business – Parishes of Paika, Penarie, Woolpageri, Willibah East & Magenta – Mining Gypsum Extraction** (excluding mineral sands, gravel and sand extraction) pursuant to Sections 518 and 529 of the Local Government Act, 1993 and subject to a base amount of six hundred and sixty dollars (\$660) in respect of each separate parcel with the base amount producing seven point two percent (7.2%) of the total amount of the rate levy for the Business – Parishes of Paika, Penarie, Woolpagerie, Willibah East & Magenta – Gypsum Extraction sub-category; and

**BUSINESS – PARISHES OF WILLILBAH, BIDURA, SOLFERINA - MINERAL SANDS EXTRACTION** rate of nine point two (9.2) cents in the dollar on the land value of all rateable land within the Balranald Shire area which will be sub-categorised by the Council as **Business – Parishes of Willilbah, Bidura, Solferina – Mineral Sands Mines** pursuant to Sections 518 and 529 of the Local Government Act, 1993 and subject to a base amount of two thousand, two hundred and fifty five dollars (\$2,255) in respect of each separate parcel with the base amount percentage producing zero point three percent (0.3%) of the total amount of the rate levy for the Business – Parishes of Willilbah, Bidura, Solferina – Mineral Sands Extraction sub-category; and

**BUSINESS – PARISH OF CHADWICK – SOLAR FARMS** rate of three point one eight (3.18) cents in the dollar on the land value of all rateable land within the Balranald Shire area which will be sub-categorised by the Council as **Business – Parish of Chadwick – Solar Farms** pursuant to Sections 518 and 529 of the Local Government Act, 1993 and subject to a base amount of two thousand, two hundred and fifty five dollars (\$2,255) in respect of each separate parcel with the base amount percentage producing two point seven percent (2.7%) of the total amount of the rate levy for the Business – Parish of Chadwick – Solar Farms sub category.

3. In accordance with the provisions of Section 535 of the Local Government Act, 1993 the proposed **Fees & Charges** (as detailed in Attachment B and below) for the 2023/2024 Financial Year are endorsed by Council to go out on public exhibition as part of Council's Operational Plan and Budget for the 2023/2024 Financial Year and in accordance with the provisions of Section 405 of the Local Government Act, 1993 for a period of 28 days.

The proposed Fees & Charges, include the following:

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

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

#### **Raw Water Access Charges**

| <b>Connection Size</b> | <b>Annual Charge</b> |
|------------------------|----------------------|
| 20 mm connection       | \$ 370               |
| 25 mm connection       | \$ 578               |
| 32 mm connection       | \$ 947               |
| 40 mm connection       | \$ 1,480             |
| 50 mm connection       | \$ 2,313             |
| 80 mm connection       | \$ 5,920             |
| 100 mm connection      | \$ 9,250             |

Usage Charges for Raw water will be \$1.10 per kilolitre up to 600 kilolitres usage, then \$1.65 per kilolitre for usage over 600 kilolitres. Raw Water usage on community land will be charged at 45 cents per kilolitre.

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

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

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

#### **Filtered Water Access Charges**

| <b>Connection Size</b> | <b>Annual Charge</b> |
|------------------------|----------------------|
| 20 mm connection       | \$ 425               |
| 25 mm connection       | \$ 664               |
| 32 mm connection       | \$ 1,088             |
| 40 mm connection       | \$ 1,700             |
| 50 mm connection       | \$ 2,656             |
| 80 mm connection       | \$ 6,800             |
| 100 mm connection      | \$10,625             |

Usage Charges for Filtered water will be \$1.75 per kilolitre up to 400 kilolitre usage, then \$2.65 per kilolitre for usage over 400 kilolitres.

Note: Flats, Units, Multiple Dwellings will be charged with a Connection Charge plus 50% of the base 20mm connection charge for each additional dwelling thereafter.

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

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

Residential sewer charges will be standardised to a base access charge of \$698.

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

#### **Non-Residential Sewer Access Charges**

| Connection Size                          | Annual Charge |
|------------------------------------------|---------------|
| 20 mm connection (Base Access Charge)    | \$ 698.00     |
| 25 mm connection                         | \$ 1,090.00   |
| 32 mm connection                         | \$ 1,786.00   |
| 40 mm connection                         | \$ 2,792.00   |
| 50 mm connection                         | \$ 4,363.00   |
| 80 mm connection                         | \$11,168.00   |
| 100mm connection                         | \$17,450.00   |
| Unconnected at 75% of base access charge | \$ 523.50     |

Note: Flats, Units, Multiple Dwellings will be charged with a Connection Charge plus 50% of the base 20mm connection charge for each additional dwelling thereafter.

A Pedestal Charge will apply to any accommodation camp facility and levied at \$200 per pedestal.

A sewer usage charge of \$2.20 per kilolitre shall be levied on all non-residential properties, according to the actual volume of filtered water usage to which a Sewer discharge factor (SDF) has been applied.

### **Waste Management Charges**

#### **Domestic Waste Management Charge**

A waste management service charge of \$429 is applied to all assessments which are rateable occupied residential land to which the weekly collection service is available.

A property can request more than one weekly bin collection service for \$300 for each bin collection after the first.

#### **Domestic Waste Access Charge**

A charge of \$70 per assessment applies for all rateable, unoccupied residential land to which the weekly collection service is available.

#### **Commercial Waste Management Charge**

Charges are proposed as scheduled hereunder:

|                                                             |        |
|-------------------------------------------------------------|--------|
| Commercial weekly bin collection service (Euston)           | \$ 429 |
| Additional commercial collection – weekly (Euston)          | \$ 300 |
| Commercial twice weekly collection service (Balranald)      | \$ 630 |
| Additional commercial collection – twice weekly (Balranald) | \$ 429 |

### **Stormwater Management Charge**

Council will levy a stormwater management charge, under section 496A of the Local Government Act, 1993 against rateable properties for which the service is available in order to establish and sustain a funding source for improved storm water management.

This charge appears as a separate charge on the rate notice.

|                                       |          |
|---------------------------------------|----------|
| Residential Property per annum        | \$ 25.00 |
| Residential Strata Property per annum | \$ 12.50 |

|                                    |          |
|------------------------------------|----------|
| Business Property per annum        | \$ 25.00 |
| Business Strata Property per annum | \$ 12.50 |

4. Council increase all other Service user charges as listed in Council's proposed Fees & Charges (Attachment 2) for the 2023/2024 Financial Year;
5. Council, in accordance with the provisions of Section 566 (3) of the Local Government Act, 1993 determines the proposed interest on overdue rates and charges for the period from 1 July, 2023 until 30 June, 2024 will be the maximum rate as set by the Minister for Local Government (The rate has not been announced for the 2023/2024 Financial Year as yet).
6. Council determines that the interest rate to apply to overdue debtors for the period from 1 July, 2023 until 30 June, 2024 will be the maximum rate as set by the Minister for Local Government (The rate has not been announced for the 2023/2024 Financial Year as yet).
7. Council requests for a further report be submitted in June 2023, together with all submissions received at the conclusion of the public exhibition period as part of the review and adoption of the Final Operational Plan and Budget for the 2023/2024 Financial Year.

#### REPORT SUMMARY

The Revenue Policy outlines the proposed 2023/2024 rates, annual charges and fees and charges for the 2023/2024 Financial Year and is to be advertised for a period of twenty-eight (28) days together with Council's Operational Plan & Budget for the 2023/2024 Financial Year.

The Draft Budget for the 2023/2024 Financial Year is underpinned by a rate increase of 10% in line with the approved SRV for all rateable properties.

The Revenue Policy is required to be adopted by resolution of Council prior to 30 June each year.

The Draft Revenue Policy for the 2023/2024 Financial Year includes the following:

- A statement with respect to each ordinary rate to be levied including the ad valorem amount (the amount in the dollar) of the rate.
- Whether the rate is to have a base amount and, if so the amount in dollars of the base amount.
  - a) The percentage, in conformity with Section 500 of the Act:
    - i. of the total amount payable by the levying of the rate, or
    - ii. in the case of the rate, the rate for the category or sub-category concerned of the ordinary rate, that the levying of the base amount will produce;
  - b) the estimated yield of the rate; and



- c) the categories or sub-categories of land in respect of which council proposes to levy the rate.
- Council is required to make and levy its ordinary rates and annual charges each year on land in the Balranald Shire area.

Council proposes to levy an ordinary rate for the following categories and sub-categories:

- Farmland – General;
- Farmland – Irrigable – Horticulture;
- Farmland – Intense;
- Residential – Balranald;
- Residential – Euston;
- Residential – Oxley;
- Residential – General – Rural (0-2 hectares);
- Residential – Rural (2-40 hectares);
- Business – Balranald;
- Business – Euston;
- Business – Rural;
- Business – Rural Gravel & Sand Extraction;
- Business – Parishes of Paika, Woolpagerie, Penarie Woolpagerie, Willibah East & Magenta – Gypsum Extraction;
- Business – Parishes of Willibah, Bidura, Solferina – Mineral Sands Extraction;
- Business – Parish Chadwick - Solar Farms.

In addition, all other charges for water, sewer and waste management have been increased between 3.2% and 10%, but due to changes in access charging structure and removal of pedestal charges, not all funds will increase in total yield.

Raw and Water tariff pricing has been adjusted to moved towards *Best-Practice Management of Water Supply and Sewerage Guidelines*, which states that a step price increase of at least 50% for incremental water usage above a specified threshold.

It also recommends a standardised sewer access charge for residential, and a non-residential charge proportional to the customers water connection diameter plus a user charge for sewer discharge.

A Sewer Discharge Factor (dependent on the type of business, assumed to be 0.95 unless stated otherwise.

Listed below are the respective details for charges for Water, Sewer, Waste Management and Stormwater Management:

- a) Charge Raw and Filtered Water Access and Usage charges as per the proposed Schedule of Fees and Charges.

Access charges for raw and filtered have been adjusted to recognise the proportionate additional cost to provide filtered water.

Raw Water access for a 20mm access to decrease from \$379.50 to \$370. Filtered Water for a 20mm access to increase from \$379.50 to \$425.

Other size connections for both raw and filtered water charged according to the table listed in Council's Fees and Charges.

- b) Raw water usage charges will increase from \$1.05 to \$1.10 for the first 600 kilolitres and \$1.55 to \$1.65 per kilolitre for usage over 600 kilolitres.

Filtered Water usage charges will increase from \$1.70 per kilolitre to \$1.75 per kilolitre up to 400 kilolitres and will increase from \$2.55 to \$2.65 per kilolitre for usage over 400 kilolitres.

- c) Water usage on Community Land such as Parks and Gardens will be charged at 45 cents per kilolitre.
- d) Standardise all Residential sewer charges to a base charge of \$698. Unconnected Sewer access to be charged at 75% of standard annual access charge.

Residential Flats, Units and Multiple Dwellings up to 10 dwellings to pay one access charge plus 50% of access charge per dwelling thereafter.

Non-Residential Sewer Access charge will be based on the size of the filtered water supply connection to the property, with a 20mm connection increasing from \$640 to \$698 per annum and other sizes according to the table listed Council's Fees and Charges.

- e) Remove pedestal charges from non-residential properties. Council has previously charged pedestal charges to non-residential properties, which had 2 or more toilets/cisterns.

This charge was an annual charge applied to reflect the load that properties with numerous toilets/cisterns used in a commercial or public place (including but not limited to pubs, clubs, motels, hospitals, schools, community halls and facilities) that places a higher load on the sewerage system.

The removal of this pricing methodology is a loss of \$33,600 annually (without CPI increase) to the sewer fund. This has been partly made up by increasing base 20mm charge from \$640 in 2022/2023 by a 9% increase to \$698 in 2023/2024. Pedestal charges for accommodation camps to remain at \$200 per pedestal.

- f) Domestic Waste collection charges will increase from \$390 per annum to \$429 per annum.
- g) The domestic waste access charge for vacant land will increase from \$66 per annum to \$70 per annum. It has been necessary to increase domestic waste collection charges by 10% due to nearly 50% increase in contractor collection charges.

- h) Commercial Waste collection charges will increase from \$390 per annum to \$429 per annum for Euston (one collection service per week), and from \$605 to \$630 per annum for Balranald (a twice weekly collection service).

Additional domestic collection bins and Euston commercial to be increased from \$275 to \$300, additional commercial collection Balranald to be increased from \$330 to \$429.

These charges have increased due to increase in contractor collection charges.

- i) A stormwater charge of \$25 for residential and business properties, and \$12.50 for residential and business strata properties to be levied under Section 496A of the Local Government Act, 1993.

A review of the annual schedule of Fees and Charges, including annual service access fees and user charges has seen, on average, an increase of 3.2%.

Fees and charges are a combination of statutory, partial cost recovery and full cost recovery.

Trade Waste fees and charges are set out in council's Draft Fees & Charges.

#### **FINANCIAL IMPLICATION**

The revenue policy is the principal document for Council's finances.

#### **LEGISLATIVE IMPLICATION**

Local Government Act, 1993.

#### **POLICY IMPLICATION**

Revenue Policy.

Hardship Policy.

Collection of outstanding Rates, Fees & Charges Policy.

#### **RISK RATING**

Low

#### **ATTACHMENTS**

1. Draft Revenue Policy 2023-2024
2. Draft Fee and Charges - 2023/2024

**8.4 FEE WAIVER REQUEST**

**File Number:** D23.80709  
**Reporting Officer:** Carol Holmes, Senior Executive Assistant  
**Responsible Officer:** Craig Bennett, General Manager  
**Operational Plan Objective:** Pillar 1: Our People – A community that is proactive, engaged, inclusive and connected.

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**PURPOSE OF REPORT**

To advise Council of a fee waiver request received from the Balranald Child and Family Health (**BC&FH**) and Maari Ma (**MM**) (**Attachment 1**) for Council to waive the Greenham Park Hall Hire Fees for 2 hours per month from Thursday, 16 March 2023 until Thursday, 7 December 2023.

**OFFICER RECOMMENDATION**

**That Council:**

- 1. Allows the use of the Greenham Park Hall by the Balranald Child and Family Health Services and Maari Ma to run a Health and Wellbeing Service for Balranald residents and waives the fees of hiring the Greenham Park Hall.**
- 2. Advise the Balranald Child and Family Health and Maari Ma in writing that the Greenham Park Hall Hire fee has been waived from Thursday, 16 March 2023 until Thursday, 7 December 2023, however the hall must be left in a clean and tidy state after each monthly program.**

**REPORT**

Council has received correspondence from the BC&FH and MM requesting a suitable venue to run a health and wellbeing service for the residents of Balranald.

The monthly program will be for all Balranald Residents and is aimed at improving the health and wellbeing of attendees. The initiative aims to promote better health outcomes, prevent chronic disease, increase engagement in a variety of health and wellbeing services within the region and promote positive healthy lifestyles with improved behavioural, changes.

The proposed dates for the program, which require Greenham Park Hall fees being waived are:

Thursday, 16 March, Thursday, 27 April, Thursday, 18 May, Thursday, 15 June, Thursday, 20 July Thursday, 24 August, Thursday, 7 September, Thursday, 12 October, Thursday, 9 November and Thursday, 7 December 2023, from 11 am until 1 pm.

The total fee waiver request amounts to \$1,650 with \$660 coming from the 2022/2023 Financial Year and \$990 coming from the 2023/2024 Financial Year.

**FINANCIAL IMPLICATIONS**

Council will forgo \$1,650 in income by waiving the hire costs of the Hall (10 months @ \$165 per month).

**LEGISLATIVE IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**RISK RATING**

Low

**ATTACHMENTS**

1. **Health & Wellbeing Service for Balranald Residents**

**8.5 AUSTRALIAN LOCAL GOVERNMENT NATIONAL GENERAL ASSEMBLY 2023**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D23.80918</b>                                                                                                                     |
| <b>Reporting Officer(s):</b>       | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Responsible Officer:</b>        | <b>Craig Bennett, 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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**PURPOSE OF REPORT**

To seek approval for the Administrator and the General Manager to attend the Annual National General Assembly (**NGA**) of Local Government Conference, which is being held in Canberra from Tuesday, 13 June 2023 until Friday, 16 June 2023.

**OFFICER RECOMMENDATION**

**That Council authorises for the Administrator and the General Manager to attend the Australian Local Government Association (ALGA) National General Assembly (NGA) 2023 which is being held in Canberra from Tuesday, 13 June 2023 until Friday, 16 June 2023.**

**REPORT**

The NGA provides a platform for Local Government to address national issues and lobby the Federal Government on critical issues facing our sector.

The ALG NGA is the peak annual event for Local Government, attracting in excess of eight hundred (800) Mayors and Councillors each year.

The Assembly's theme this year is "Our Communities, Our Future." It conveys the critical importance of our communities, how they are the focus of our attention, and how they are at the centre of our work.

A discussion paper is attached to this report (**Attachment 1**).

The Payment of Expenses and Provision of Facilities for the Administrator, Mayor or Councillors Policy is also attached to this report (**Attachment 2**).

The following is an excerpt from the above policy:

**Conferences held in Australia**

- *The Administrator or the Mayor and Councillors may be nominated and authorised to attend conferences by:*

**a) The Council, through resolution duly passed in open session at a Council Meeting;**

Invitations are usually extended to the Prime Minister, Leader of the Opposition, the relevant Ministers to address the NGA in order to give attendees the opportunity to hear directly from them, and it is expected for high level politicians to be attending each year.

The NGA is an important opportunity for Councils to influence the national policy agenda. The focus of the assembly is on partnerships, working together and resilience.

The 2023 NGA will be in held in Canberra from Tuesday, 13 June 2023 until Friday, 16 June 2023.

**FINANCIAL IMPLICATIONS**

There is sufficient funding available in the conference budgets for the Administrator and the General Manager to attend this conference at a cost of \$895 each.

There are also sufficient funds available in the travel expense budgets to cover the travelling expenses for the Administrator and the General Manager.

Accommodation, Meals, and Fuel are expected to be approximately \$1,500 for the Administrator and \$1,500 for the General Manager.

The 2022/2023 Operational Plan and Budget has the following allowances for the Administrator and the General Manager to attend conferences (The actuals are as at Friday, 31 March 2023):

| Description     | Conference Budget | Actuals Spent on Conferences | Amount Available | Travel Expense Budget | Actual Spent on Traveling | Amount Available |
|-----------------|-------------------|------------------------------|------------------|-----------------------|---------------------------|------------------|
| Administrator   | \$4,250           | \$1,002                      | <b>\$3,248</b>   | \$1,700               | \$ -                      | <b>\$1,700</b>   |
| General Manager | \$4,500           | \$ -                         | <b>\$4,500</b>   | \$4,000               | \$574                     | <b>\$3,426</b>   |
| <b>TOTALS</b>   | <b>\$8,750</b>    | <b>\$1,002</b>               | <b>\$7,748</b>   | <b>\$5,700</b>        | <b>\$574</b>              | <b>\$5,126</b>   |

**LEGISLATIVE IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Payment of Expenses and Provision of Facilities for the Administrator, Mayor or Councillors Policy

**RISK RATING**

Low

**ATTACHMENTS**

1. **2023-Discussion-Paper- ALGA Conference**
2. **Payment of Expenses and Provisions for Administrator, Mayor or Councillors Policy**

**PART B – ITEMS FOR INFORMATION****9 GENERAL MANAGER’S REPORTS****9.1 REPORT ON FINANCIAL INFORMATION AS AT WEDNESDAY 5 APRIL 2023**

|                                    |                                                                                                                                                            |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D23.81511</b>                                                                                                                                           |
| <b>Reporting Officer(s):</b>       | <b>Kristy Cameron, Finance Officer<br/>Janelle Dalton, Rates Officer<br/>Danika Dunstone, Customer Service Officer<br/>Edna Mendes, Finance Consultant</b> |
| <b>Responsible Officer:</b>        | <b>Craig Bennett, 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>                       |

**PURPOSE OF REPORT**

The purpose of this report is to advise and report to council on the status of the following financial information as at Wednesday, 5 April 2023:

- 1 Monthly Statement of Rates and Charges;
- 2 Monthly Summary of Revenue and Expenditure for the Caravan Park;
- 3 Monthly Summary of Revenue and Expenditure for the Bidgee Haven Hostel;
- 4 Monthly Summary of Revenue and Expenditure for the Tourist Information Centre;
- 5 Monthly Summary of Revenue and Expenditure for the Library;
- 6 Debtors; and
- 7 Statement of Currency of Work within the Finance Section of Council.

**OFFICER RECOMMENDATION**

**That Council receives and notes the financial information contained in this report for the period ending Wednesday, 5 April 2023.**

**REPORT**



## 2. STATEMENT OF RATES AND CHARGES

| Balranald Shire Council - Statement of Rates and Charges |                                  |                       |                       |                                        |                                             |                       |                                          |                                                             |
|----------------------------------------------------------|----------------------------------|-----------------------|-----------------------|----------------------------------------|---------------------------------------------|-----------------------|------------------------------------------|-------------------------------------------------------------|
| As at<br>4 April 2023                                    |                                  |                       |                       |                                        |                                             |                       |                                          |                                                             |
| Income Category                                          | Nett<br>Arrears 1st<br>July 2022 | 2022/23 Nett<br>Levy  | Total<br>Receivable   | Amount Collected as<br>at 4 April 2023 | Collection as<br>a % of Total<br>Receivable | Arrears<br>Amount     | Arrears as a<br>% of Total<br>Receivable | Nett<br>Arrears 1<br>July 2022<br>as a % of<br>Nett<br>Levy |
| General Fund Rates incl Interest / Legal charges         | \$121,800.98                     | \$3,160,901.48        | \$3,282,702.46        | \$2,683,904.40                         | 81.76%                                      | \$598,798.06          | 18.24%                                   | 3.85%                                                       |
| Waste Management Charges                                 | \$21,056.95                      | \$436,807.04          | \$457,863.99          | \$361,591.19                           | 78.97%                                      | \$96,272.80           | 21.03%                                   | 4.82%                                                       |
| Stormwater Levy Charges                                  | \$1,220.45                       | \$19,273.75           | \$20,494.20           | \$15,754.32                            | 76.87%                                      | \$4,739.88            | 23.13%                                   | 6.33%                                                       |
| Water Fund - Access Charges                              | \$43,999.73                      | \$892,004.52          | \$936,004.25          | \$746,824.94                           | 79.79%                                      | \$211,180.82          | 22.56%                                   | 4.93%                                                       |
| Sewerage Fund - Annual Charges                           | \$34,045.03                      | \$703,605.12          | \$737,650.15          | \$590,214.72                           | 80.01%                                      | \$147,435.43          | 19.99%                                   | 4.84%                                                       |
| <b>Subtotal</b>                                          | <b>\$222,123.14</b>              | <b>\$5,212,591.91</b> | <b>\$5,434,715.05</b> | <b>\$4,398,289.57</b>                  | <b>80.93%</b>                               | <b>\$1,058,426.99</b> | <b>19.48%</b>                            | <b>4.26%</b>                                                |
| Water Fund - Consumption Charges                         | \$63,981.44                      | \$421,097.21          | \$485,078.65          | \$404,910.76                           | 83.47%                                      | \$80,167.89           | 16.53%                                   | 15.19%                                                      |
| Sewerage Fund - Usage Charges Non Residential            | \$3,725.48                       | \$52,181.41           | \$55,906.89           | \$53,134.28                            | 95.04%                                      | \$2,772.61            | 4.96%                                    | 7.14%                                                       |
| <b>Subtotal</b>                                          | <b>\$67,706.92</b>               | <b>\$473,278.62</b>   | <b>\$540,985.54</b>   | <b>\$458,045.04</b>                    | <b>84.67%</b>                               | <b>\$82,940.50</b>    | <b>15.33%</b>                            | <b>14.31%</b>                                               |
| <b>Total 2022/23</b>                                     | <b>\$289,830.06</b>              | <b>\$5,685,870.53</b> | <b>\$5,975,700.59</b> | <b>\$4,856,334.61</b>                  | <b>81.27%</b>                               | <b>\$1,141,367.49</b> | <b>19.10%</b>                            | <b>5.10%</b>                                                |

4 Monthly Summary of Revenue and Expenditure for the Caravan Park

| CARAVAN PARK 2022/23                        | Original Budget | Actual Amendments to Budget for September QBR | Actual Amendments to Budget for December QBR | Actual YTD 31 March 2023 | Remaining Budget | Projected to 30 June 2023 | YTD Actual % |
|---------------------------------------------|-----------------|-----------------------------------------------|----------------------------------------------|--------------------------|------------------|---------------------------|--------------|
| REVENUE                                     |                 |                                               |                                              |                          |                  |                           |              |
| Fees                                        | \$500,000       | \$80,000                                      | -\$50,000                                    | \$340,381                | \$189,619        | \$530,000                 | 64.2%        |
| Washing Machine Charges                     | \$3,500         |                                               |                                              | \$2,994                  | \$506            | \$3,500                   | 85.5%        |
| Caravan Park - Merchandise Sales            | \$500           | \$1,500                                       |                                              | \$1,616                  | \$384            | \$2,000                   | 80.8%        |
|                                             |                 |                                               |                                              |                          |                  |                           |              |
| TOTAL OPERATING REVENUE                     | \$504,000       | \$81,500                                      | -\$50,000                                    | \$344,991                | \$190,509        | \$535,500                 | 64.4%        |
|                                             |                 |                                               |                                              |                          |                  |                           |              |
| EXPENDITURE                                 |                 |                                               |                                              |                          |                  |                           |              |
| Salaries                                    | \$166,800       | \$63,200                                      |                                              | \$168,158                | \$61,842         | \$230,000                 | 73.1%        |
| Caravan Park Advertising                    | \$1,200         |                                               |                                              | \$388                    | \$812            | \$1,200                   | 32.3%        |
| Bank Charges                                | \$3,300         |                                               |                                              | \$2,415                  | \$885            | \$3,300                   | 73.2%        |
| Caravan Park - Cleaning Materials           | \$10,000        |                                               |                                              | \$4,720                  | \$5,280          | \$10,000                  | 47.2%        |
| Electricity - Operational                   | \$30,000        |                                               |                                              | \$16,835                 | \$13,165         | \$30,000                  | 56.1%        |
| Admin Charges - Sals, Rates/Charges, Insur, | \$105,960       |                                               |                                              | \$79,470                 | \$26,490         | \$105,960                 | 75.0%        |
| Caravan Park - Legal Expenses               | \$2,000         |                                               |                                              |                          | \$2,000          | \$2,000                   | 0.0%         |
| Caravan Park - Software Support             | \$4,000         |                                               |                                              | \$2,652                  | \$1,348          | \$4,000                   | 66.3%        |
| Telephone                                   | \$500           | \$2,500                                       |                                              | \$1,529                  | \$1,471          | \$3,000                   | 51.0%        |
| Caravan Park R & M                          | \$47,000        |                                               |                                              | \$54,347                 | -\$7,347         | \$47,000                  | 115.6%       |
| Caravan Park - Consumables GST              | \$30,000        |                                               |                                              | \$18,933                 | \$11,067         | \$30,000                  | 63.1%        |
| Carravan Park - Consumables No GST          | \$10,000        |                                               |                                              |                          | \$10,000         | \$10,000                  | 0.0%         |
| Depreciation                                | \$53,000        |                                               |                                              | \$39,753                 | \$13,247         | \$53,000                  | 75.0%        |
| TOTAL OPERATING EXPENDITURE                 | \$463,760       | \$65,700                                      | \$0                                          | \$389,201                | \$140,259        | \$529,460                 | 73.5%        |
|                                             |                 |                                               |                                              |                          |                  |                           |              |
| NET OPERATING SURPLUS / DEFICIT             | \$40,240        | \$15,800                                      | -\$50,000                                    | -\$44,210                | \$50,250         | \$6,040                   |              |
|                                             |                 |                                               |                                              |                          |                  |                           |              |
| CAPITAL                                     |                 |                                               |                                              |                          |                  |                           |              |
| Capital Revenue                             |                 |                                               |                                              |                          |                  |                           |              |
| Capital Grants - CRIF                       | \$772,000       | -\$500                                        |                                              | \$771,500                | \$771,500        | \$771,500                 |              |
| Transfer from Restriction                   | \$0             |                                               |                                              |                          | \$0              | \$0                       |              |
| Total Capital Revenue                       | \$772,000       | -\$500                                        | \$0                                          | \$771,500                | \$771,500        | \$771,500                 |              |
|                                             |                 |                                               |                                              |                          |                  |                           |              |
| Capital Expenditure                         |                 |                                               |                                              |                          |                  |                           |              |
| CRIF Grant Expenditure                      | \$772,000       | -\$500                                        |                                              | \$212,000                | \$559,500        | \$771,500                 |              |
| Transfer to Restriction                     | \$40,240        | \$15,800                                      | -\$50,000                                    | \$0                      | \$6,040          | \$6,040                   |              |
| Total Capital Expenditure                   | \$812,240       | \$15,300                                      | -\$50,000                                    | \$212,000                | \$565,540        | \$777,540                 |              |
|                                             |                 |                                               |                                              |                          |                  |                           |              |
| Net Capital Surplus/ (Deficit)              | -\$40,240       | -\$15,800                                     | \$50,000                                     | \$559,500                | \$205,960        | -\$6,040                  |              |
|                                             |                 |                                               |                                              |                          |                  |                           |              |
| Net Overall Result Surplus/ (Deficit)       | \$0             | \$0                                           | \$0                                          | \$515,290                | \$256,210        | \$0                       |              |

| Caravan Park 2022/23                  | Original Budget | Actual Amendments to Budget for September QBR | Actual Amendments to Budget for December QBR | Actual YTD 31 March 2023 | Remaining Budget | Projected to 30 June 2023 |
|---------------------------------------|-----------------|-----------------------------------------------|----------------------------------------------|--------------------------|------------------|---------------------------|
| Total Operating Revenue               | \$504,000       | \$81,500                                      | \$50,000                                     | \$344,991                | \$190,509        | \$535,500                 |
| Total Operating Expenditure           | \$463,760       | \$65,700                                      | \$0                                          | \$389,201                | \$140,259        | \$529,460                 |
| Net Operating Surplus / Deficit       | \$40,240        | \$15,800                                      | \$50,000                                     | \$44,210                 | \$50,250         | \$6,040                   |
| Total Capital Revenue                 | \$772,000       | -\$500                                        | \$0                                          | \$771,500                | \$771,500        | \$771,500                 |
| Total Capital Expenditure             | \$812,240       | \$15,300                                      | -\$50,000                                    | \$212,000                | \$565,540        | \$777,540                 |
| Net Capital Surplus / (Deficit)       | -\$40,240       | \$15,800                                      | \$50,000                                     | \$559,500                | \$205,960        | -\$6,040                  |
| Net Overall Result Surplus/ (Deficit) | \$0             | \$0                                           | \$0                                          | \$515,290                | \$256,210        | \$0                       |

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 Amendments to Budget for December QBR | Actual YTD 31 March 2023 | Remaining Budget | Projected to 30 June 2023 | YTD Actual % |
|------------------------------------------------|-----------------|----------------------------------------|----------------------------------------------|--------------------------|------------------|---------------------------|--------------|
| REVENUE                                        |                 |                                        |                                              |                          |                  |                           |              |
| Permanent Care Subsidies                       | \$915,000       | -\$15,000                              |                                              | \$748,658                | \$251,342        | \$1,000,000               | 74.9%        |
| Hostel - Training Subsidies                    | \$3,000         |                                        |                                              | \$3,100                  | \$900            | \$4,000                   | 77.5%        |
| Hostel - Resident Care Fees                    |                 |                                        |                                              | \$1,763                  |                  |                           |              |
| Respite Care Fees                              | \$10,000        |                                        |                                              | \$10,661                 | \$1,339          | \$12,000                  | 88.8%        |
| Hostel - Resident Care (Commonwealth)          | \$70,000        | -\$25,000                              |                                              | \$28,603                 | \$9,397          | \$38,000                  | 75.3%        |
| Hostel - Resident Accommodation Fees           | \$30,000        | -\$6,000                               |                                              | \$19,901                 | \$4,099          | \$24,000                  | 82.9%        |
| Hostel - Resident Daily Care Fees              | \$255,000       | -\$20,000                              |                                              | \$176,880                | \$53,120         | \$230,000                 | 76.9%        |
| Business Improvement Grant                     | \$0             | \$285,548                              |                                              | \$185,606                | \$99,942         | \$285,548                 | 65.0%        |
| Hostel - Interest Received                     | \$25,000        |                                        |                                              | \$37,500                 | \$12,500         | \$50,000                  | 75.0%        |
| TOTAL OPERATING REVENUE                        | \$1,308,000     | \$219,548                              | \$0                                          | \$1,212,671              | \$430,877        | \$1,643,548               | 73.8%        |
|                                                |                 |                                        |                                              |                          |                  |                           |              |
| EXPENDITURE                                    |                 |                                        |                                              |                          |                  |                           |              |
| Salaries                                       | \$1,060,000     | -\$90,000                              | -\$20,000                                    | \$687,278                | \$262,722        | \$950,000                 | 72.3%        |
| Medical Expenses                               | \$2,000         |                                        |                                              | \$2,848                  | \$152            | \$3,000                   | 94.9%        |
| Drs Visits to Hostel                           | \$4,000         |                                        |                                              |                          | \$1,000          | \$1,000                   | 0.0%         |
| Training                                       | \$10,000        |                                        |                                              | \$1,157                  | \$3,843          | \$5,000                   | 23.1%        |
| Audit Fees                                     | \$5,000         |                                        |                                              | \$4,700                  | \$4,700          | \$4,700                   | 100.0%       |
| Electricity                                    | \$30,000        |                                        |                                              | \$20,608                 | \$22,000         | \$22,000                  | 93.7%        |
| Gas                                            | \$1,000         |                                        |                                              |                          | \$0              | \$0                       | 0.0%         |
| Consultants Independent Aged Care Audit        | \$0             |                                        |                                              |                          |                  | \$1,000                   | 0.0%         |
| Sundry Expenses                                | \$500           | \$500                                  |                                              | \$4,273                  | -\$2,773         | \$1,500                   | 284.8%       |
| Linen Replacements                             | \$2,000         |                                        |                                              |                          | \$2,000          | \$2,000                   | 0.0%         |
| Laundry Services                               | \$6,000         |                                        |                                              | \$2,550                  | \$3,450          | \$6,000                   | 42.5%        |
| Cleaning Materials                             | \$6,000         |                                        |                                              | \$3,392                  | \$2,608          | \$6,000                   | 56.5%        |
| Pharmaceutical Supplies                        | \$10,000        |                                        |                                              | \$8,184                  | \$4,316          | \$12,500                  | 65.5%        |
| Council Admin Charges - Salaries, Insur, Rates | \$128,500       |                                        |                                              | \$96,375                 | \$32,125         | \$128,500                 | 75.0%        |
| Printing & Stationery                          | \$3,000         |                                        |                                              | \$1,087                  | \$413            | \$1,500                   | 72.5%        |
| IT Expenditure                                 | \$2,000         |                                        |                                              | \$1,518                  | \$982            | \$2,500                   | 60.7%        |
| Repairs & Maintenance                          | \$40,000        |                                        |                                              | \$42,679                 | \$5,321          | \$48,000                  | 88.9%        |
| Subscriptions & Memberships                    | \$6,000         |                                        |                                              | \$5,521                  | \$979            | \$6,500                   | 84.9%        |
| Telephone                                      | \$3,000         |                                        |                                              | \$1,456                  | \$744            | \$2,200                   | 66.2%        |
| Recruitment Expenses                           |                 |                                        |                                              | \$2,665                  | \$2,335          | \$5,000                   | 53.3%        |
| Food Supplies                                  | \$55,000        |                                        |                                              | \$33,202                 | \$21,798         | \$55,000                  | 60.4%        |
| Commuter Bus and Sedan Running Costs           | \$0             | \$10,000                               |                                              | \$7,500                  | \$2,500          | \$10,000                  | 75.0%        |
| Business Improvement Grant                     | \$0             | \$285,548                              |                                              | \$84,783                 | \$200,765        | \$285,548                 | 29.7%        |
| Depreciation                                   | \$54,000        |                                        |                                              | \$40,500                 | \$13,500         | \$54,000                  | 75.0%        |
| TOTAL OPERATING EXPENDITURE                    | \$1,428,000     | \$206,048                              | -\$20,000                                    | \$1,052,277              | \$585,479        | \$1,613,448               | 65.2%        |
|                                                |                 |                                        |                                              |                          |                  |                           |              |
| NET OPERATING SURPLUS / DEFICIT                | -\$120,000      | \$13,500                               | \$20,000                                     | \$160,394                | -\$154,602       | \$30,100                  |              |
|                                                |                 |                                        |                                              |                          |                  |                           |              |

SUMMARY

| Bidgee Haven Hostel 2022/23     | Original Budget | Actual Amendments to Budget for September QBR | Actual Amendments to Budget for December QBR | Actual YTD 31 March 2023 | Remaining Budget | Projected to 30 June 2023 |
|---------------------------------|-----------------|-----------------------------------------------|----------------------------------------------|--------------------------|------------------|---------------------------|
| TOTAL OPERATING REVENUE         | \$1,308,000     | \$219,548                                     | \$0                                          | \$1,212,671              | \$430,877        | \$1,643,548               |
| TOTAL OPERATING EXPENDITURE     | \$1,428,000     | \$206,048                                     | -\$20,000                                    | \$1,052,277              | \$585,479        | \$1,613,448               |
| NET OPERATING SURPLUS / DEFICIT | -\$120,000      | \$13,500                                      | \$20,000                                     | \$160,394                | -\$154,602       | \$30,100                  |

| BIDGEE HAVEN HOSTEL SELF CARE<br>UNITS 2022/23 | Original<br>Budget | Actual<br>Amendments to<br>Budget for<br>September QBR | Actual<br>Amendments to<br>Budget for<br>December QBR | Actual YTD 31<br>March 2023 | Remaining<br>Budget | Projected to<br>30 June 2023 | YTD Actual<br>% |
|------------------------------------------------|--------------------|--------------------------------------------------------|-------------------------------------------------------|-----------------------------|---------------------|------------------------------|-----------------|
| REVENUE                                        |                    |                                                        |                                                       |                             |                     |                              |                 |
| Unit Rentals                                   | \$24,000           | -\$12,000                                              |                                                       | \$5,862                     | \$6,138             | \$12,000                     | 48.85%          |
| EXPENDITURE                                    |                    |                                                        |                                                       |                             |                     |                              |                 |
| Electricity                                    | \$0                | \$2,000                                                |                                                       | \$860.00                    | \$1,140             | \$2,000                      | 43.00%          |
| Insurance                                      | \$1,200            |                                                        |                                                       | \$1,200.00                  | \$0                 | \$1,200                      | 100.00%         |
| Rates and Charges                              | \$12,300           | -\$4,300                                               |                                                       | \$4,216.00                  | \$3,784             | \$8,000                      | 52.70%          |
| Repairs and Maintenance                        | \$0                | \$3,000                                                |                                                       | \$2,515.57                  | \$484               | \$3,000                      | 83.85%          |
|                                                | \$13,500           | \$700                                                  |                                                       | \$8,791.57                  | \$5,408.43          | \$14,200.00                  | 61.91%          |
| NET OPERATING SURPLUS / DEFICIT                | \$10,500           | -\$12,700                                              |                                                       | -\$2,929                    | \$729               | -\$2,200                     |                 |

SUMMARY

| Bidgee Haven Hostel Self Care Units<br>2022/23 | Original<br>Budget | Actual<br>Amendments to<br>budget for<br>September QBR | Actual<br>Amendment to<br>Budget for<br>December QBR | Actual YTD 31<br>March 2023 | Remaining<br>Budget | Projected to<br>30 June 2023 |
|------------------------------------------------|--------------------|--------------------------------------------------------|------------------------------------------------------|-----------------------------|---------------------|------------------------------|
| TOTAL OPERATING REVENUE                        | \$24,000           | -\$12,000                                              | \$0                                                  | \$5,862                     | \$6,138             | \$12,000                     |
| TOTAL OPERATING EXPENDITURE                    | \$13,500           | \$700                                                  | \$0                                                  | \$8,792                     | \$5,408             | \$14,200                     |
| NET OPERATING SURPLUS / DEFICIT                | \$10,500           | -\$12,700                                              | \$0                                                  | -\$2,929                    | \$729               | -\$2,200                     |

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

| TOURISM 2022/23                              | Original Budget | Actual Amendments to Budget for September QBR | Actual Amendments to Budget for December QBR | Actual YTD 31 March 2023 | Remaining Budget | Projected to 30 June 2023 | YTD Actual % |
|----------------------------------------------|-----------------|-----------------------------------------------|----------------------------------------------|--------------------------|------------------|---------------------------|--------------|
| REVENUE                                      |                 |                                               |                                              |                          |                  |                           |              |
| Fees                                         | \$2,000         |                                               | -\$1,500                                     | \$0                      | \$500            | \$500                     | 0.0%         |
| Tourist Info Centre -Souvenir Sales          | \$60,000        |                                               |                                              | \$40,972                 | \$19,028         | \$60,000                  | 68.3%        |
| Sales Yanga HH Guides                        | \$200           |                                               | \$1,800                                      | \$315                    | \$1,685          | \$2,000                   | 15.8%        |
| Commissions                                  | \$500           |                                               | -\$400                                       | \$2                      | \$98             | \$100                     | 2.3%         |
| Tourism Advertising                          | \$2,000         |                                               | -\$1,000                                     | \$0                      | \$1,000          | \$1,000                   | 0.0%         |
| Donations - Discovery Centre                 | \$5,000         |                                               | -\$1,000                                     | \$2,078                  | \$1,922          | \$4,000                   | 51.9%        |
| Operational Grant- Reconnecting Regional NSW | \$0             | \$150,854                                     |                                              | \$120,683                | \$30,171         | \$150,854                 | 80.0%        |
| TOTAL OPERATING REVENUE                      | \$69,700        | \$150,854                                     | -\$2,100                                     | \$164,051                | \$54,403         | \$218,454                 | 75.1%        |
| EXPENDITURE                                  |                 |                                               |                                              |                          |                  |                           |              |
| Salaries                                     | \$115,000       |                                               |                                              | \$95,788                 | \$19,212         | \$115,000                 | 83.3%        |
| Tourism Staff Uniforms                       | \$425           |                                               |                                              | \$0                      | \$425            | \$425                     | 0.0%         |
| Training                                     | \$1,275         |                                               |                                              | \$283                    | \$992            | \$1,275                   | 22.2%        |
| Advertising                                  | \$23,460        |                                               |                                              | \$11,056                 | \$12,404         | \$23,460                  | 47.1%        |
| Security Monitoring                          | \$850           |                                               |                                              | \$275                    | \$575            | \$850                     | 32.4%        |
| Conference Expenses                          | \$1,700         |                                               |                                              | \$45                     | \$1,655          | \$1,700                   | 2.7%         |
| General Expenses                             | \$1,700         |                                               |                                              | \$358                    | \$1,342          | \$1,700                   | 21.1%        |
| Admin Charges -Sals, Rates/charges, Insur    | \$76,260        |                                               |                                              | \$57,195                 | \$19,065         | \$76,260                  | 75.0%        |
| Special Events - Shows / Movies              | \$1,700         |                                               |                                              | \$2,934                  | -\$1,234         | \$1,700                   | 172.6%       |
| 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         |                                               |                                              | \$800                    | \$900            | \$1,700                   | 47.1%        |
| 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        |                                               |                                              | \$30,034                 | \$4,966          | \$35,000                  | 85.8%        |
| Depreciation                                 | \$9,580         |                                               |                                              | \$7,182                  | \$2,398          | \$9,580                   | 75.0%        |
| Operational Grant- Reconnecting Regional NSW | \$0             | \$150,854                                     |                                              | \$0                      | \$150,854        | \$150,854                 | 0.0%         |
| TOTAL OPERATING EXPENDITURE                  | \$276,300       | \$162,854                                     | \$0                                          | \$205,991                | \$233,163        | \$439,154                 | 46.9%        |
| NET OPERATING SURPLUS/DEFICIT                | -\$206,600      | -\$12,000                                     | -\$2,100                                     | -\$41,940                | -\$178,760       | -\$220,700                |              |
| Capital Revenue                              |                 |                                               |                                              |                          |                  |                           |              |
| Grants - Joint Organisation                  | \$0             | \$0                                           |                                              | \$0                      | \$0              | \$0                       | 0.0%         |
| Summer Holiday Break Grant                   |                 |                                               |                                              | \$13,898                 |                  |                           |              |
| Children & Young People Grant                |                 |                                               |                                              | \$39,882                 |                  |                           |              |
| Total Capital Revenue                        | \$0             | \$0                                           | \$0                                          | \$53,780                 | \$0              | \$0                       | 0.00%        |
| Capital Expenditure                          |                 |                                               |                                              |                          |                  |                           |              |
| Joint Organisation Discovery Centre Complex  | \$0             | \$0                                           |                                              | \$0                      | \$0              | \$0                       | 0.0%         |
| Total Capital Expenditure                    | \$0             | \$0                                           | \$0                                          | \$0                      | \$0              | \$0                       | 0.00%        |
| Net Capital Surplus/ (Deficit)               | \$0             | \$0                                           | \$0                                          | \$53,780                 | \$0              | \$0                       |              |
| Net Result Surplus/ (Deficit)                | -\$206,600      | -\$12,000                                     | -\$2,100                                     | \$11,841                 | -\$178,760       | -\$220,700                |              |

SUMMARY

| TOURISM 2022/23                        | Original Budget | Actual Amendments to Budget for September QBR | Actual Amendments to Budget for December QBR | Actual YTD 31 March 2023 | Remaining Budget | Projected to 30 June 2023 |
|----------------------------------------|-----------------|-----------------------------------------------|----------------------------------------------|--------------------------|------------------|---------------------------|
| Total Operating Revenue                | \$69,700        | \$150,854                                     | -\$2,100                                     | \$164,051                | \$54,403         | \$218,454                 |
| Total Operating Expenditure            | \$276,300       | \$162,854                                     | \$0                                          | \$205,991                | \$233,163        | \$439,154                 |
| Net Operating Result Surplus / Deficit | -\$206,600      | -\$12,000                                     | -\$2,100                                     | -\$41,940                | -\$178,760       | -\$220,700                |
| Total Capital Revenue                  | 0.00            | 0.00                                          | 0.00                                         | 53,780.40                | 0.00             | 0.00                      |
| Total Capital Expenditure              | 0.00            | 0.00                                          | 0.00                                         | 0.00                     | 0.00             | 0.00                      |
| Net Capital Surplus / (Deficit)        | 0.00            | 0.00                                          | 0.00                                         | 53,780.40                | 0.00             | 0.00                      |
| Net Overall Result Surplus / (Deficit) | -\$206,600      | -\$12,000                                     | -\$2,100                                     | \$11,841                 | -\$178,760       | -\$220,700                |

7 Monthly Summary of Revenue and Expenditure for the Library

| Library Services 2022/23              | Original Budget | Actual Amendments to Budget for September QBR | Actual Amendments to Budget for December QBR | Actual YTD 31 March 2023 | Remaining Budget | Projected to 30 June 2023 | YTD Actual % |
|---------------------------------------|-----------------|-----------------------------------------------|----------------------------------------------|--------------------------|------------------|---------------------------|--------------|
| REVENUE                               |                 |                                               |                                              |                          |                  |                           |              |
| Library Operational Subsidy           | \$67,400        | -\$19,941                                     | \$2,209                                      | \$49,668                 | \$0              | \$49,668                  | 100.0%       |
| Library Sundry Sales                  | \$0             | \$100                                         |                                              | \$91                     | \$9              | \$100                     | 91.2%        |
| Operational Grants - Other            | \$0             | \$5,131                                       | \$309                                        | \$5,440                  | \$0              | \$5,440                   | 100.0%       |
|                                       |                 |                                               |                                              |                          |                  |                           |              |
| TOTAL OPERATING REVENUE               | \$67,400        | -\$14,710                                     | \$2,518                                      | \$55,199                 | \$9              | \$55,208                  | 100.0%       |
|                                       |                 |                                               |                                              |                          |                  |                           |              |
| EXPENDITURE                           |                 |                                               |                                              |                          |                  |                           |              |
| Library - Salaries                    | \$50,000        |                                               |                                              | \$43,454                 | \$6,546          | \$50,000                  | 86.9%        |
| Training                              | \$850           | \$3,000                                       |                                              | \$3,141                  | \$709            | \$3,850                   | 81.6%        |
| Electricity                           | \$2,000         |                                               |                                              | \$1,081                  | \$919            | \$2,000                   | 54.0%        |
| Office Expenses                       | \$850           |                                               |                                              | \$719                    | \$131            | \$850                     | 84.6%        |
| Administration Charge                 | \$14,800        |                                               |                                              | \$11,100                 | \$3,700          | \$14,800                  | 75.0%        |
| Printing and Stationery               | \$595           |                                               |                                              | \$168                    | \$427            | \$595                     | 28.3%        |
| Books and Journals                    | \$3,825         |                                               |                                              | \$2,763                  | \$1,062          | \$3,825                   | 72.2%        |
| IT                                    | \$1,700         |                                               |                                              | \$0                      | \$1,700          | \$1,700                   | 0.0%         |
| Repairs and Maintenance               | \$1,700         |                                               | \$2,300                                      | \$4,120                  | -\$120           | \$4,000                   | 103.0%       |
| Security Monitoring                   | \$595           |                                               |                                              | \$619                    | -\$24            | \$595                     | 104.1%       |
| Subscriptions                         | \$1,955         |                                               |                                              | \$1,804                  | \$151            | \$1,955                   | 92.3%        |
| Telephone and Communications          | \$500           |                                               |                                              | \$362                    | \$138            | \$500                     | 72.3%        |
| Internet                              | \$1,700         |                                               |                                              | \$269                    | \$1,431          | \$1,700                   | 15.8%        |
| Operational Grants - Other            | \$0             |                                               | \$5,440                                      | \$0                      | \$5,440          | \$5,440                   | 0.0%         |
|                                       |                 |                                               |                                              |                          |                  |                           |              |
| TOTAL OPERATING EXPENDITURE           | \$81,070        | \$3,000                                       | \$7,740                                      | \$69,599                 | \$22,211         | \$91,810                  | 75.8%        |
|                                       |                 |                                               |                                              |                          |                  |                           |              |
| NET OPERATING SURPLUS / DEFICIT       | -\$13,670       | -\$17,710                                     | -\$5,222                                     | -\$14,400                | -\$22,202        | -\$36,602                 |              |
|                                       |                 |                                               |                                              |                          |                  |                           |              |
| CAPITAL                               |                 |                                               |                                              |                          |                  |                           |              |
| Capital Revenue                       |                 |                                               |                                              |                          |                  |                           |              |
| Library Grant                         | \$0             | \$16,563                                      | \$1,944                                      | \$0                      | \$18,507         | \$18,507                  | 0.0%         |
| Library Grant Specific Project        | \$0             | \$67,862                                      |                                              | \$0                      | \$67,862         | \$67,862                  | 0.0%         |
| Total Capital Revenue                 | \$0             | \$84,425                                      | \$1,944                                      | \$0                      | \$86,369         | \$86,369                  |              |
|                                       |                 |                                               |                                              |                          |                  |                           |              |
| Capital Expenditure                   |                 |                                               |                                              |                          |                  |                           |              |
| Library Grant                         | \$0             | \$16,563                                      | \$1,944                                      | \$0                      | \$18,507         | \$18,507                  | 0.0%         |
| Library Grant Specific Project        | \$0             | \$67,862                                      |                                              | \$0                      | \$67,862         | \$67,862                  | 0.0%         |
| Total Capital Expenditure             | \$0             | \$84,425                                      | \$1,944                                      | \$0                      | \$86,369         | \$86,369                  |              |
|                                       |                 |                                               |                                              |                          |                  |                           |              |
| Net Capital Surplus/ (Deficit)        | \$0             | \$0                                           | \$0                                          | \$0                      | \$0              | \$0                       |              |
|                                       |                 |                                               |                                              |                          |                  |                           |              |
| Net Overall Result Surplus/ (Deficit) | -\$13,670       | -\$17,710                                     | -\$5,222                                     | -\$14,400                | -\$22,202        | -\$36,602                 |              |

SUMMARY

| Library Services 2022/23              | Original Budget | Actual Amendments to Budget for September QBR | Actual Amendments to Budget for December QBR | Actual YTD 31 March 2023 | Remaining Budget | Projected to 30 June 2023 |
|---------------------------------------|-----------------|-----------------------------------------------|----------------------------------------------|--------------------------|------------------|---------------------------|
| Total Operating Revenue               | \$67,400        | \$14,710                                      | \$2,518                                      | \$55,199                 | \$9              | \$55,208                  |
| Total Operating Expenditure           | \$81,070        | \$3,000                                       | \$7,740                                      | \$69,599                 | \$22,211         | \$91,810                  |
| Net Operating Surplus / Deficit       | \$13,670        | \$17,710                                      | \$5,222                                      | \$14,400                 | -\$22,202        | \$36,602                  |
|                                       |                 |                                               |                                              |                          |                  |                           |
| Total Capital Revenue                 | \$0             | \$84,425                                      | \$1,944                                      | \$0                      | \$86,369         | \$86,369                  |
| Total Capital Expenditure             | \$0             | \$84,425                                      | \$1,944                                      | \$0                      | \$86,369         | \$86,369                  |
| Net Capital Surplus / (Deficit)       | \$0             | \$0                                           | \$0                                          | \$0                      | \$0              | \$0                       |
|                                       |                 |                                               |                                              |                          |                  |                           |
| Net Overall Result Surplus/ (Deficit) | \$13,670        | \$17,710                                      | \$5,222                                      | \$14,400                 | \$22,202         | \$36,602                  |



**8 Outstanding Debtors as at 31 March 2023**

| No. of Accounts    | Current            | 30 days           | 60 days | 90 days            | Reference |
|--------------------|--------------------|-------------------|---------|--------------------|-----------|
| 18                 | \$31,984.37        |                   |         |                    |           |
| 3                  |                    | \$ 1,123.76       |         |                    |           |
|                    |                    |                   |         |                    | 2         |
| 19                 |                    |                   |         | \$ 63,609.40       | 1         |
| <b>Grant Funds</b> |                    |                   |         |                    |           |
| <b>TOTAL</b>       | <b>\$31,984.37</b> | <b>\$1,123.76</b> |         | <b>\$63,609.40</b> |           |

**Reference**

- The 90 day outstanding balance is made up of:
  - 15,402.26 – Currently under debt collection
  - 15,038.81 - Currently under negotiation to recover
  - 11,739.73 – Arrangement for payment has been made, waiting for finalisation of transaction
  - And a number of smaller debts all either under debt collection or in process of collection by Council.

**9 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 under the following sections in -**

- Green - indicates work is up to date and no major issues have been identified.
- Orange - indicates that some work is required to bring this area up to date.

**The following work is up to date and no major issues have been identified.**

- 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.
- Payroll is up to date.
- Plant hire input is up to date.
- Creditors are being processed weekly 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.
- Loan repayments are up to date
- 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.
- 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.

Some work is required to bring the following areas up to date.

- 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. A part of asset management is a rolling schedule of revaluations for asset categories annually, the initial development of this process is underway.
- A review of the condition of all plant has been undertaken and arrangements are in hand for replacement and disposal of relevant plant items. An amount of \$1.6M has been included in the budget for purchase of new road plant, vehicles and equipment.
- Leases of council properties are now being reviewed and made current and invoices for outstanding lease payments have been sent out.
- A schedule of finance responsibilities and tasks for completion has now been created for Balranald Shire Council employees to complete as part of certification of currency of work in the finance area.

The Schedule will form part of the agenda for future Manex meetings to keep Management and staff up to date with the status of the various areas within finance.

- Areas will include –
  - Reconciliations and balancing of accounts and transactions to ledgers and sub ledgers
  - Systems administration
  - Budgets and Financial Statements
  - Grants
  - Capital works expenditures
    - Status of Audit issues raised in Audit Office Management letters.
    - Legislative requirements
    - Payroll
    - Stores
    - Plant
    - Rates
    - Debtors
    - Creditors
    - Various financial returns

## FINANCIAL IMPLICATIONS

Nil.

## LEGISLATIVE IMPLICATIONS

The Local Government Act, 1993.

The Local Government (General) Regulation, 2021.

Ministerial Investment Order (Gazetted 11 February 2011).

## POLICY IMPLICATIONS

Council's Investment Policy (Adopted October 2021).



**RISK RATING**

Low.

**ATTACHMENTS**

Nil

**9.2 MONTHLY INVESTMENTS REPORT**

**File Number:** D23.81643  
**Author(s):** Kristy Cameron, Finance Officer  
**Approver:** Craig Bennett, General Manager  
**Operational Plan Objective:** Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

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**PURPOSE OF REPORT**

The purpose of this report is to report to council the balance of Cash and Investments held as at Friday, 31 March 2023.

**OFFICER RECOMMENDATION**

**That Council receives and notes the information contained in this report.**

**REPORT****1 Cash and Investments Held**

Council's total cash and investments as at Friday, 31 March 2023 is **\$27,063,464**. This is a decrease of \$1,143,046 (4.05% decrease) on the previous month's total of **\$28,206,510**.

Investments amount to **\$24M** as at 31 March 2023.

A summary of Council's investments as at 31 March 2023 is detailed on the next page.

## TERM DEPOSITS INVESTMENT REGISTER AND INTEREST EARNED 2022/23

| Term Deposits                            | S&P Rating | Term (Days) | Start Date | Maturity Date   | Interest Rate/Rate of Return | Investment \$\$ Value | 31 Mar-23           | Projected Interest Earnings to 30 June 2023 |
|------------------------------------------|------------|-------------|------------|-----------------|------------------------------|-----------------------|---------------------|---------------------------------------------|
| <a href="#">Westpac Bank A/C 176-576</a> | A-1+       |             |            | Matured         |                              |                       |                     | \$ 986.40                                   |
| <a href="#">Westpac Bank A/C 176-576</a> | A-1+       | 304         | 23/06/2022 | 23/04/2023      | 2.61%                        | 1,000,000             | \$ 2,216.71         | \$ 21,166.03                                |
| <a href="#">Westpac Bank A/C 176-576</a> | A-1+       | 212         | 11/11/2022 | 11/06/2023      | 3.40%                        | 1,000,000             | \$ 2,887.67         | \$ 19,747.95                                |
| <a href="#">Westpac Bank A/C 176-576</a> | A-1+       | 151         | 22/11/2022 | 22/04/2023      | 3.29%                        | 1,000,000             | \$ 2,794.25         | \$ 13,610.68                                |
| <a href="#">Westpac Bank A/C 176-577</a> | A-1+       | 212         | 24/11/2022 | 24/06/2023      | 3.40%                        | 1,000,000             | \$ 2,887.67         | \$ 19,747.95                                |
| <a href="#">AMP - 51396</a>              | A-2        |             |            | Matured         |                              |                       |                     | \$ 246.58                                   |
| <a href="#">AMP - 53454</a>              | A-2        |             |            | Matured         |                              |                       |                     | \$ 3,164.70                                 |
| <a href="#">AMP - 53473</a>              | A-2        |             |            | matured         |                              |                       | \$ 342.40           | \$ 4,502.56                                 |
| <a href="#">AMP</a>                      | A-2        | 365         | 21/03/2023 | 20/03/2024      | 4.80%                        | 500,000               | \$ 657.53           | \$ 6,641.10                                 |
| <a href="#">Macquarie Bank - 053986</a>  | A-1        |             |            | Matured         |                              |                       |                     | \$ 3,161.43                                 |
| <a href="#">Macquarie Bank - 054099</a>  | A-1        |             |            | matured         |                              |                       | \$ 91.07            | \$ 3,252.50                                 |
| <a href="#">Macquarie Bank - 054394</a>  | A-1        |             |            | Matured         |                              |                       |                     | \$ 487.72                                   |
| <a href="#">Macquarie Bank - 055055</a>  | A-1        |             |            | Matured         |                              |                       |                     | \$ 1,205.60                                 |
| <a href="#">Macquarie Bank - 055370</a>  | A-1        |             |            | Matured         |                              |                       |                     | \$ 767.20                                   |
| <a href="#">Macquarie Bank - 055858</a>  | A-1        |             |            | Matured         |                              |                       |                     | \$ 959.00                                   |
| <a href="#">Macquarie Bank - 054394</a>  | A-1        |             |            | matured         |                              |                       |                     | \$ 8,027.91                                 |
| <a href="#">Macquarie Bank - 055055</a>  | A-1        |             |            | matured         |                              |                       |                     | \$ 11,867.68                                |
| <a href="#">Macquarie Bank - 061495</a>  | A-1        |             |            | matured         |                              |                       |                     | \$ 4,623.30                                 |
| <a href="#">Macquarie Bank</a>           | A-1        | 365         | 25/01/2023 | 25/01/2024      | 4.35%                        | 1,000,000             | \$ 3,694.52         | \$ 18,591.78                                |
| <a href="#">Macquarie Bank</a>           | A-1        | 365         | 16/02/2023 | 16/02/2024      | 4.77%                        | 500,000               | \$ 2,025.62         | \$ 8,755.89                                 |
| <a href="#">Macquarie Bank</a>           | A-1        | 178         | 27/02/2023 | 24/08/2023      | 4.54%                        | 500,000               | \$ 1,927.95         | \$ 7,649.59                                 |
| <a href="#">Macquarie Bank</a>           | A-1        | 273         | 1/03/2023  | 29/11/2023      | 4.72%                        | 500,000               | \$ 1,939.73         | \$ 7,823.56                                 |
| <a href="#">Macquarie Bank</a>           | A-1        | 182         | 8/03/2023  | 6/09/2023       | 4.60%                        | 500,000               | \$ 1,449.32         | \$ 7,183.56                                 |
| <a href="#">NAB Bank</a>                 | A-1+       |             |            | matured         |                              |                       |                     | \$ 2,830.64                                 |
| <a href="#">NAB Bank</a>                 | A-1+       |             |            | matured         |                              |                       |                     | \$ 13,507.84                                |
| <a href="#">NAB Bank</a>                 | A-1+       | 300         | 23/06/2022 | 19/04/2023      | 3.40%                        | 1,000,000             | \$ 2,887.67         | \$ 27,200.00                                |
| <a href="#">NAB Bank</a>                 | A-1+       | 300         | 23/06/2022 | 19/04/2023      | 3.40%                        | 1,000,000             | \$ 2,887.67         | \$ 27,200.00                                |
| <a href="#">NAB Bank</a>                 | A-1+       | 180         | 2/12/2022  | 31/05/2023      | 4.05%                        | 1,000,000             | \$ 3,439.73         | \$ 19,972.60                                |
| <a href="#">NAB Bank</a>                 | A-1+       | 180         | 7/12/2022  | 5/06/2023       | 4.10%                        | 1,000,000             | \$ 3,482.19         | \$ 20,219.18                                |
| <a href="#">NAB Bank</a>                 | A-1+       | 183         | 12/12/2022 | 13/06/2023      | 4.10%                        | 1,000,000             | \$ 3,482.19         | \$ 32,687.67                                |
| <a href="#">NAB Bank</a>                 | A-1+       | 210         | 21/12/2022 | 19/07/2023      | 4.21%                        | 1,000,000             | \$ 3,575.62         | \$ 22,261.10                                |
| <a href="#">NAB Bank</a>                 | A-1+       | 365         | 9/03/2023  | 8/03/2024       | 4.80%                        | 1,000,000             |                     |                                             |
| <a href="#">Bank of Queensland -</a>     | A-2        |             |            | matured         |                              |                       | \$ 850.77           | \$ 9,839.34                                 |
| <a href="#">Bank of Queensland</a>       | A-2        | 365         | 9/05/2022  | 9/05/2023       | 2.95%                        | 500,000               | \$ 1,252.74         | \$ 12,608.22                                |
| <a href="#">Bank of Queensland</a>       | A-2        |             |            | matured         |                              |                       | \$ 679.52           | \$ 6,006.08                                 |
| <a href="#">Bank of Queensland</a>       | A-2        | 180         | 24/03/2023 | 20/09/2023      | 4.55%                        | 1,000,000             | \$ 872.60           | \$ 12,216.44                                |
| <a href="#">Bank of Queensland</a>       | A-2        | 150         | 28/03/2023 | 25/08/2023      | 4.40%                        | 500,000               | \$ 180.82           | \$ 5,665.75                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       |             |            | Matured         |                              |                       |                     | \$ 868.56                                   |
| <a href="#">Commonwealth Bank</a>        | A-1+       |             |            | Matured         |                              |                       |                     | \$ 723.80                                   |
| <a href="#">Commonwealth Bank</a>        | A-1+       |             |            | matured         |                              |                       |                     | \$ 2,805.24                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       |             |            | matured         |                              |                       |                     | \$ 5,612.89                                 |
| <a href="#">Commonwealth Bank -</a>      | A-1+       |             |            | matured         |                              |                       | \$ 123.30           | \$ 3,452.40                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       |             |            | matured         |                              |                       | \$ 123.30           | \$ 3,452.40                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 365         | 23/05/2022 | 23/05/2023      | 2.94%                        | 1,000,000             | \$ 2,496.99         | \$ 26,258.63                                |
| <a href="#">Commonwealth Bank</a>        | A-1+       |             |            | matured         |                              |                       | \$ 219.20           | \$ 3,548.30                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       |             |            | matured         |                              |                       |                     | \$ 6,150.02                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 180         | 10/11/2022 | 9/05/2023       | 3.98%                        | 500,000               | \$ 1,690.14         | \$ 9,213.97                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 357         | 16/01/2023 | 8/01/2024       | 4.64%                        | 1,500,000             | \$ 5,911.23         | \$ 31,653.70                                |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 365         | 2/02/2023  | 2/02/2024       | 4.61%                        | 500,000               | \$ 1,957.67         | \$ 9,346.30                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 360         | 17/02/2023 | 12/02/2024      | 4.90%                        | 500,000               | \$ 2,080.82         | \$ 8,927.40                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 360         | 17/02/2023 | 12/02/2024      | 4.90%                        | 500,000               | \$ 2,080.82         | \$ 8,927.40                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 365         | 27/02/2023 | 27/02/2024      | 5.06%                        | 1,000,000             | \$ 4,297.53         | \$ 17,051.51                                |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 150         | 27/02/2023 | 27/07/2023      | 4.53%                        | 500,000               | \$ 1,923.70         | \$ 8,253.29                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 214         | 10/03/2023 | 10/10/2023      | 4.52%                        | 500,000               | \$ 1,300.27         | \$ 6,934.79                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 276         | 10/03/2023 | 11/12/2023      | 4.60%                        | 500,000               | \$ 1,323.29         | \$ 7,057.53                                 |
| <a href="#">Commonwealth Bank</a>        | A-1+       | 364         | 17/03/2023 | 15/03/2024      | 4.35%                        | 500,000               | \$ 834.25           | \$ 6,256.85                                 |
| <b>Total Term Deposits</b>               |            |             |            | <b>Avg Rate</b> | <b>4.18%</b>                 | <b>\$24,000,000</b>   | <b>\$ 72,868.46</b> | <b>\$ 552,880.50</b>                        |
| <b>Total At Call Accounts</b>            |            |             |            |                 |                              | <b>11,967</b>         |                     | <b>\$23,281.71</b>                          |
| <b>Total as at 31 March 2023</b>         |            |             |            |                 |                              | <b>\$ 24,011,967</b>  |                     | <b>\$ 576,162.21</b>                        |

The table below details the composition of investments with financial institutions:

| Financial Institutions | Ratings | Composition % | Amount ('000) |
|------------------------|---------|---------------|---------------|
| Westpac                | A-1+    | 16.72         | 4,012         |
| AMP                    | A-2     | 2.08          | 500           |
| CBA                    | A-1+    | 31.23         | 7,500         |
| MAC                    | A-1     | 12.49         | 3,000         |
| BOQ                    | A-2     | 8.33          | 2,000         |
| NAB                    | A-1+    | 29.15         | 7,000         |
| <b>Total</b>           |         | <b>100.00</b> | <b>24,012</b> |

Council is compliant with the Investment Policy.

The table below details the balances of external and internal restrictions as at 31 March 2023.

The table also details the balance of unrestricted cash investments as at Friday, 31 March 2023

#### **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           |
| <b>Total External Restrictions</b>                        | <b>\$ 7,954,506</b> |

##### **Internal Restrictions**

|                                    |                      |
|------------------------------------|----------------------|
| Caravan Park                       | \$ 485,600           |
| Bidgee Haven Hostel Bonds          | \$ 1,813,377         |
| Other                              | \$ 8,779,514         |
| <b>Total Internal Restrictions</b> | <b>\$ 11,078,491</b> |

|                           |                      |
|---------------------------|----------------------|
| <b>Total Restrictions</b> | <b>\$ 19,032,997</b> |
|---------------------------|----------------------|

##### **Unrestricted Cash Investments**

|                          |                      |
|--------------------------|----------------------|
|                          | \$8,030,467          |
| <b>Total Investments</b> | <b>\$ 27,063,464</b> |

**SUMMARY**

Council currently holds \$27,063,464 in Cash and Investments.

The average interest rate trend for March 2023 is 4.18%. This is an increase on last month's interest rate of 3.24% (An increase of 0.94%).

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 2021 and Council's Investment Policy.

C. Bennett  
Responsible Accounting Officer

**2. Bank Reconciliation as at 31 March 2023**

The bank reconciliation on the Westpac cash account, or operating account, has been reconciled as at, 31 March 2023 and is detailed below:

|                                          |                  |
|------------------------------------------|------------------|
| Opening Cashbook Balance                 | 5,194,556        |
| Plus Receipts                            | 1,115,516        |
| Less Payments                            | (3,258,576)      |
| <b>Cashbook Balance at 31 March 2023</b> | <b>3,051,496</b> |

|                                                |                  |
|------------------------------------------------|------------------|
| <b>Statement Summary</b>                       |                  |
| Opening Statement Balance                      | 5,160,179        |
| Plus Receipts                                  | 1,130,777        |
| Less Payments                                  | (3,265,505)      |
| <b>Bank Statement Balance at 31 March 2023</b> | <b>3,025,451</b> |
| Plus Unpresented Receipts                      | 28,923           |
| Less Unpresented Payments                      | (2,878)          |
| <b>Reconciliation Balance at 31 March 2023</b> | <b>3,051,496</b> |

**FINANCIAL IMPLICATIONS**

Nil.

**LEGISLATIVE IMPLICATION**

The Local Government Act, 1993.

The Local Government (General) Regulation, 2021.

Ministerial Investment Order (Gazetted 11 February 2011).

**POLICY IMPLICATION**

Councils Investment Policy (Adopted October 2021).

**RISK RATING**

Low.

**ATTACHMENTS**

Nil

**9.3 GRANT STATUS UPDATE**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D23.81498</b>                                                                                                                     |
| <b>Reporting Officer(s):</b>       | <b>Connie Mallet, Tourism, Communications, &amp; Events Coordinator</b>                                                              |
| <b>Responsible Officer:</b>        | <b>Craig Bennett, 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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**PURPOSE OF REPORT**

To provide Council with an updated summary of the current and active grant funded projects across Council as at Wednesday, 5 April 2023 (**Attachment 1**).

**OFFICER RECOMMENDATION**

**That the report be received and noted.**

**REPORT**

Listed in Attachment 1 are the grants that are currently on the grants register, are actively being pursued or in the process of being acquitted or have been recently acquitted.

At the end of the report, there are two (2) grant applications that are pending.

**FINANCIAL IMPLICATIONS**

Nil

**LEGISLATIVE IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

- 1. BSC Grants/Projects Update Summary - 5th April 2023**

**9.4 QUARTERLY TOURISM REPORT**

|                                    |                                                                                         |
|------------------------------------|-----------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D23.81501</b>                                                                        |
| <b>Author(s):</b>                  | <b>Connie Mallet, Tourism, Communications, &amp; Events Coordinator</b>                 |
| <b>Approver:</b>                   | <b>Craig Bennett, General Manager</b>                                                   |
| <b>Operational Plan Objective:</b> | <b>Pillar 3: Our Economy – A community that ensures a strong and resilient economy.</b> |

**PURPOSE OF REPORT**

To provide Council with an update on tourism, destination marketing and economic development activity and provide a quarterly report on statistics collected and activities that took place in the Tourism, Communications and Events area of Council during the reporting period (**Attachment 1**).

**OFFICER RECOMMENDATION**

**That the report be received and noted.**

**REPORT**

With flooding still impacting travellers in January 2023 and with February traditionally being a quiet month, our visitor related statistics indicate that visitor numbers were still low compared to reporting periods prior to the floods. However, by March 2023 it was encouraging to see a marked increase of travellers back on the road and to see our 24RV stop constantly full of travellers and visitors.

Our social media marketing and promotional strategy continued to produce wonderful results with an average investment of \$110 per promotional post and page advert. Results included a total people reach and impressions of 379,299 being an increase of 38% from last quarter and a total of over 79,300 people engaging with our posts.

We were active in either staging, funding or supporting various events during the quarter.

Key highlights over the quarter from 1 January, 2023 until 31 March, 2023 included the following:

- Council received funding to support the staging of **two (2) Australia Day Events**, one held in Balranald at the Balranald Swimming Pool and the other held in Euston at the Euston Recreation Reserve. The funding supported the ability to stage family events along with the formal award presentations. These events included music, food stalls and children's entertainment.
- Council also supported the staging of the **Murrumbidgee Classic** including developing the Risk Management Plan, marketing activities and taking the formal photos for media and public relations. This event which took place from 24 March, 2023 until 26 March, 2023 was very successful, with three hundred and twenty-four (324) registered entrants and fifty-six (56) junior competitors. It brought many visitors to Balranald and was a major boost to the visitor economy.
- In early March 2023 Council promoted the **Balranald Art Gallery's Julie Chrislett-Duffus Exhibition** via social media paid promotion which resulted in a total people reach and

impressions of 49,594 and approximately 2,500 people engaging with the post over a 2-day promotion period.

Council continued to be involved in regional destination and visitor economy development activities and economic development meetings during the quarter.

Two key highlights included the following:

- On the 7<sup>th</sup> of February 2023 we attended the Regional Housing Delivery Plan workshop in the Council Chambers which was organised by Regional NSW along with Price Waterhouse who are in the process of developing a Regional Housing Delivery Plan for the Western Murray Functional Economic Region (**FER**).

Staff were invited to discuss and provide details on any issues, opportunities and barriers that Council faces.

The workshop also explored enabling infrastructure opportunities, site specific opportunities, major projects and local industry impacts.

- Since February 2023 we have been attending fortnightly online meetings, one being the Riverina Tourism Working group and the other being the Flood Recovery Tourism Working Group where relevant tourism staff within each of the invited Local Government Areas (**LGAs**) discuss issues, challenges and opportunities that we all face. Agencies provide updates as well as providing advice and support on what grants are available.

During February and March 2023, the major multi-media marketing activity implemented was to promote the upcoming Easter events.

This campaign which was accelerated in March 2023 included the following:

- A series of ninety (90) - 30 second radio commercials;
- A number of full-page adverts in the Guardian;
- A series of social media promotional and organic posts;
- Direct mail to all shire households; and
- Council's Newsletter and website.

#### **FINANCIAL IMPLICATIONS**

Nil.

#### **LEGISLATIVE IMPLICATIONS**

Nil.

#### **POLICY IMPLICATIONS**

Nil.

#### **RISK RATING**

Moderate.



**ATTACHMENTS**

- 1. Tourism & Destination Marketing Quarterly Report - January - March 2023**

**9.5 ENGINEERING UPDATE FOR MARCH/APRIL 2023**

|                                    |                                                                                                                     |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D23.81496</b>                                                                                                    |
| <b>Author(s):</b>                  | <b>Kerry Jones, Executive Manager of Engineering</b>                                                                |
| <b>Approver:</b>                   | <b>Craig Bennett, 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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**PURPOSE OF REPORT**

To provide Council with an update on Engineering works that are currently in progress and in planning for the months of March and April 2023. The update is provided as at Tuesday, 4 April 2023.

**OFFICER RECOMMENDATION**

**That the report be received and noted.**

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

Planning and design work has been updated for heavy patching works as required on the entire length on MR67 (Balranald-Ivanhoe Road) within Balranald Shire.

***Local Roads***

Planning works are still progressing on the repair and patching as required on sealed roads in Balranald and Euston town areas. This work will be funded from the Fixing Local Roads Pothole Repair grant.

**1.2 Unsealed Road Maintenance**

Maintenance grading and road repair has recommenced on the following Shire Roads:

- Docherty Road
- Thompson Road
- Euston Prungle Road

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

- Benanee Road
- Gulthul Road
- D Block Magenta Road
- Oxley Clare Road
- Mildura Ivanhoe Road

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

- Prungle Marma Road
- Prungle Mail Road
- Marma Box Creek Road
- Magenta Wampo Road (West)
- Hatfield The Vale Road (North)
- Turlee Leaghur Road
- Tarwong Freshwater Road
- Clare Freshwater Road

### **1.3 Sealed Road Maintenance**

Repair of potholes and formation failures on sealed roads is ongoing. MR67 Balranald Ivanhoe Road from the Grape Blocks to Clare is the first section to be addressed as the remainder of the road damage is from Storm and Flood.

### **1.4 Flood Damaged Roads**

Oxley Road (MR514) is closed due to flood water over the road approximately 18km from the intersection of the Balranald Ivanhoe Road.

There is approximately 1.8kms of this road covered by deep water. This water is receding slowly, and works cannot commence until the water recedes fully.

Balranald Ivanhoe Road (MR67) is closed north of Clare approximately 500m from the northern Shire boundary. There are two damaged culverts that have collapsed part of the road. Repair and reconstruction works will commence in April 2023.

There is also major pavement damage on the section of road from Clare to the Shire boundary. Detour signs directing north bound traffic via Mildura Ivanhoe Road and Docherty Road are in place as are Road Closed warning signs.

The Clare Mossgiel Road is severely damaged near Alma, where a culvert has washed away. Repair works cannot commence until the water has receded and the area is dry.

Road Closed warning signs are in place.

The Wooranbarra Corrong Road is also severely damaged near the junction of the Nandum Corrong Road where a culvert has washed away. Repair work cannot commence until the water has receded and the area is dry. Road Closed warning signs are in place.

Morrison Road/ Antonio Drive at Euston is still closed due to flood water in Lake Lara which is normally dry. Repair works until the water has receded and the area is dry. Road Closed warning signs are in place.

Abbots Tank Road has been severely damaged from Storm and Floodwater in approximately ten (10) locations. Contractors will move onto this road when they progress works from Prungle Mail Road already under maintenance.

Cowper Street Euston (Cemetery Road) has been damaged by flood water, this road has been cleared and cleaned by Council Staff and repair works are currently being planned.

**2. WATER, SEWERAGE AND DRAINAGE****2.1 Balranald and Euston Filtered Water Towers (Reservoirs)**

Planning works have progressed on planning the required works detailed in the recent External and Internal Inspection reports. Suitable contractors have been identified. The project plan is progressing.

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

The NSW Public Works Advisory are assessing documentation. This project is approximately 85% complete.

**2.3 Balranald Sewerage Program**

Normal maintenance works including the planning and scoping of a Mains relining program for Euston and Balranald, which is to commence in the 2023/2024 Financial Year.

**2.4 Balranald Water Network**

Normal maintenance works including the planning and scoping of a Mains Flushing program.

**2.5 Balranald Drainage**

Kerb and gutter works at Church Street have been completed. A comprehensive survey of all kerb and gutter and unsealed drains and invert levels has been rescheduled for May 2023.

**2.6 Euston Sewerage Program**

Operational maintenance works.

**2.7 Euston Water Network**

Operational maintenance works ongoing. Mains flushing has been carried out throughout the village. A formal regular maintenance program is being developed.

**3. CIVIC ENHANCEMENT PROJECTS****3.1 Village Master Plans for Euston and Balranald**

Plans have been reviewed by the Community and Council and the updates have been received. Copies of the plans are available on the Council website.

**3.2 Riverfront Precinct – Balranald**

No further progress following clean-up of the Toilet and BBQ following the recent inundation from 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 during May 2023.

### 3.5 Balranald Lions Park

- The project plan for the upgrade of Balranald Lions Park is completed, this plan is currently under review as requested by the funding agency.
- Playground equipment designs have been completed with quotations received. The funding agency partner has requested that this design be reviewed.
- Further quotations are being sought for park furniture and BBQs.
- RFQ/ RFT being developed for civil works and installation of new park infrastructure.
- Works are expected to commence in June 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 well above the Flood level. This work is under the control of the local Kyalite Committee.

## 4. BUILDINGS AND FACILITIES

### 4.1 Balranald Caravan Park

Work commenced in February 2023. This work includes renovation works to the Amenities Block and Cabin 14. The male amenity has been renovated and work has commenced on the female amenity.

Temporary amenities are onsite during this time. The Crown Reserves Improvement Fund (**CRIF**) grant is funding these works.

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

- Design, Plans and Approvals documentation has been addressed by Council staff and specialist Contractors. These are now complete.
- A Request for Quotation (**RFQ**) for Construction will be advertised via Tenderlink in April 2023.

### 4.3 Balranald Swimming Pool

The pool has been operating as normal since reopening on Saturday October 22, 2022. The swimming season has now finished.

The construction of a new compliant boundary/ security fence will commence following quoting and contractor selection.

This project is funded under the Local Roads and Community Infrastructure Grant Round 3 (**LRCI3**). Other remediation work is planned for the off season.

### 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. 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)**

These works are now complete.

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

These works are now complete.

#### **4.8 Aerodrome**

Normal operations with regular inspections and maintenance. Aerodrome Reporting Officer training was completed.

#### **4.9 Balranald & Euston Waste Management**

##### *a) Site Management Services for Balranald Waste Facility*

Council commenced operations at the Balranald Waste Facility on October 1, 2022. A position has been created with Council for a Waste Facility Operator; this position is currently vacant. Council staff are acting as attendants for the advertised operating hours.

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 will readvertise for an extension to the Columbarium 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 very presentable state.

#### **5.2 Euston Village maintenance**

The Euston Operations team continue to keep the village in a very presentable state.

### **6. FLOOD RECOVERY WORKS**

#### **6.1 Balranald**

Council staff have been employed in clean up works and maintenance of the Caravan Park and walking tracks.

#### **6.2 Euston**

The concrete levee panels were removed in late February 2023. Clean up work for the public areas behind the Euston Club has been completed with assistance from Club staff. Council staff are carrying out clean-up work on the walking tracks.

**6.3 Oxley**

The only viable access to Oxley from Balranald is via the Clare Oxley Road or via Maude. This has meant that Oxley is visited every second week until further access becomes available. Oxley Road requires some maintenance on the unsealed section, and this will be addressed as Contractors become available.

**FINANCIAL IMPLICATIONS**

Nil

**LEGISLATIVE IMPLICATIONS**

Nil

**POLICY IMPLICATIONS**

All works planned with applicable WHS requirements and relevant policies

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**9.6 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT**

**File Number:** D23.81030

**Reporting Officer(s):** Nikkita Manning-Rayner, Administration Officer - Health & Development  
Ray Mitchell, Health & Development Coordinator

**Responsible Officer:** Craig Bennett, General Manager

**Operational Plan Objective:** Pillar 5: Our Infrastructure – A community that maintains and strengthens its natural and built environment.

**PURPOSE OF REPORT**

To advise Council of activities undertaken within the Planning Department.

**OFFICER RECOMMENDATION**

**That the report be received and noted.**

**REPORT**

The following Notices of Determination (**DA**), Construction Certificates (**CC**), Complying Development Certificates (**CDC**), Section 68 Certificates (**S68**), Subdivision Certificates (**SDC**), Subdivision Works Certificate (**SWC**) and / or Occupation Certificates (**OC**) have been issued under delegated authority since the Ordinary Council Meeting, which was held on Tuesday, 21 March 2023:

| <b>Application</b> | <b>Owner/Applicant</b>                  | <b>Location</b>              | <b>Description</b>                                     |
|--------------------|-----------------------------------------|------------------------------|--------------------------------------------------------|
| DA 18/2023         | Louie Lanteri for Louie & Kelly Lanteri | 144 Market Street, Balranald | Demolition of Existing Shed & Construction of New Shed |
| CC 10/2023         | Louie Lanteri for Louie & Kelly Lanteri | 144 Market Street, Balranald | New Shed                                               |

The following numbers of certificates relating to conveyancing have been issued since the Ordinary Council Meeting, which was held on Tuesday, 21 March 2023:

|                                                                                                                 |   |
|-----------------------------------------------------------------------------------------------------------------|---|
| <b>Required by Environmental Planning &amp; Assessment Act 1979</b><br>Planning Information Certificates (10.7) | 7 |
| <b>Required by Environmental Planning &amp; Assessment Act 1979</b><br>Building Certificates (6.24)             | - |
| <b>Required by Local Government Act 1993</b><br>Outstanding Orders (735A)                                       | - |
| <b>Required by Local Government Act 1993</b><br>Drainage Diagram                                                | 3 |
| <b>Required by Biosecurity Act 2015</b><br>Outstanding Orders (Noxious Weeds)                                   | - |



The following Section 4.6 Variations have been issued under delegated authority since the Ordinary Council Meeting, which was held on Tuesday, 21 March 2023:

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

**FINANCIAL IMPLICATIONS**

Nil

**LEGISLATIVE IMPLICATIONS**

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 IMPLICATIONS**

Nil

**RISK RATING**

Low

**ATTACHMENTS**

Nil

**9.7 OUTSTANDING ACTIONS AS AT THURSDAY, 13 APRIL 2023**

**File Number:** D23.81562  
**Author(s):** Carol Holmes, Senior Executive Assistant  
**Approver:** Craig Bennett, General Manager  
**Operational Plan Objective:** Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

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**PURPOSE OF REPORT**

To provide Council with the Action Report with outstanding actions from previous Ordinary and Extraordinary Council Meetings.

**OFFICER RECOMMENDATION**

**That the report be received and noted.**

**REPORT**

A list of the actions from previous Ordinary and Extraordinary Council Meetings and are still outstanding has been provided for the information of Council.

**FINANCIAL IMPLICATIONS**

Nil.

**LEGISLATIVE IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**RISK RATING**

Low.

**ATTACHMENTS**

- 1. Outstanding Actions - April 2023**

**9.8 ADMINISTRATOR, GENERAL MANAGER AND STAFF MEETINGS**

|                                    |                                                                                                                                      |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>File Number:</b>                | <b>D23.81572</b>                                                                                                                     |
| <b>Reporting Officer(s):</b>       | <b>Carol Holmes, Senior Executive Assistant</b>                                                                                      |
| <b>Responsible Officer:</b>        | <b>Craig Bennett, 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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**PURPOSE OF REPORT**

To advise Council of the meetings undertaken on behalf of Council by the Administrator, the General Manager, the Executive Manager of Engineering, the Health and Development Officer and the Engineering Finance and Assets Officer.

**OFFICER RECOMMENDATION**

**That the report be received and noted.**

**REPORT**

**Attachment 1** details the meetings which the Administrator, the General Manager, the Executive Manager of Engineering, the Health and Development Officer and the Engineering and Assets Officer have undertaken since Monday, 20 March 2023.

**FINANCIAL IMPLICATIONS**

Nil.

**LEGISLATIVE IMPLICATIONS**

Nil.

**POLICY IMPLICATIONS**

Nil.

**RISK RATING**

Low.

**ATTACHMENTS**

- 1. Meetings - Administrator, General Manager and Staff**

**9.9 CIRCULARS FROM THE OFFICE OF LOCAL GOVERNMENT**

**File Number:** D23.80723  
**Reporting Officer(s):** Carol Holmes, Senior Executive Assistant  
**Responsible Officer:** Craig Bennett, General Manager  
**Operational Plan Objective:** Pillar 6: Our Leadership – A community that values and fosters leadership, lifelong learning, innovation and good governance.

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**PURPOSE OF REPORT**

To provide Council with copies of the circulars received from the Office of Local Government (**OLG**) and any correspondence that Council has received.

**OFFICER RECOMMENDATION**

**That the report be received and noted.**

**REPORT**

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

**Circulars Received from the OLG**

22-42 Councils and Joint Organisations to provide OLG's Credit Card guidelines to their ARIC's.

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

**ATTACHMENTS**

**Nil**

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

Nil

**11 CONFIDENTIAL MATTERS**

Nil

**9 CLOSURE OF MEETING**