



# **MINUTES**

**Ordinary Council Meeting  
Tuesday, 17 October 2023**

**Order Of Business**

<b>1</b>	<b>Opening of Meeting</b> .....	<b>4</b>
<b>2</b>	<b>Acknowledgment of country</b> .....	<b>4</b>
<b>3</b>	<b>Apologies</b> .....	<b>4</b>
<b>4</b>	<b>Confirmation of Minutes</b> .....	<b>4</b>
4.1	Minutes of the Ordinary Council Meeting held on Tuesday, 19 September 2023.....	4
<b>5</b>	<b>Disclosure of Interest</b> .....	<b>5</b>
<b>6</b>	<b>Administrator Minute/Report</b> .....	<b>5</b>
<b>7</b>	<b>Committee Reports</b> .....	<b>5</b>
7.1	Euston Progressive Advisory Committee Meeting held on Monday 25 September 2023 .....	5
7.2	Strengthening Community Access Inclusion & Wellbeing Advisory Committee Meeting held on Thursday 28 September 2023.....	6
	<b>General Manager’s Reports (incorporating all staff reports)</b> .....	<b>6</b>
	<b>Part A – Items Requiring Decision</b> .....	<b>6</b>
<b>8</b>	<b>General Manager’s Reports</b> .....	<b>6</b>
8.1	Performance Improvement Order Action Plan.....	6
8.2	Disclosure of Interest Returns .....	6
8.3	Aged Care Prudential Standards Policy .....	7
8.4	Union Picnic Day.....	7
8.5	Proposed Christmas and New Year Closure .....	7
8.6	Theatre Royal Hall Hire Fee Waiver Request.....	8
8.7	Greenham Park Hall Fee Waiver Request .....	8
8.8	Greenham Park Hall Fee Waiver Request .....	8
8.9	DA 04/2024 - Fencing - Variation to Council Policy - 124 Boynton Street Balranald .....	9
	<b>Part B – Items for Information</b> .....	<b>11</b>
<b>9</b>	<b>General Manager’s Reports</b> .....	<b>11</b>
9.1	Monthly Investments Report .....	11
9.2	Report on Financial Information as at 30 September 2023.....	11
9.3	Outstanding Rates and Usage Charges as at 30 September 2023 .....	11
9.4	Outstanding Debtors as at 30 September 2023 .....	11
9.5	Grant Funded Projects Status Update.....	12
9.6	Quarterly Tourism Report.....	12
9.7	Activities Undertaken within the Planning Department .....	12
9.8	Engineering Update for September 2023 .....	12
9.9	Outstanding Actions as at Thursday, 12 October 2023 .....	12

---

9.10	Meetings Attended by the Administrator, the General Manager and The Acting Interim Director of Infrastructure and Planning Services.....	13
9.11	Circulars from the Office Of Local Government.....	13
<b>10</b>	<b>Notice of Motion / Questions on Notice .....</b>	<b>13</b>
	Nil	
<b>11</b>	<b>Confidential Matters .....</b>	<b>13</b>
11.1	Writing off of Sundry Debtors .....	13

**MINUTES OF BALRANALD SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD  
ON TUESDAY, 17 OCTOBER 2023 AT 5PM**

**1 OPENING OF MEETING** – The Meeting opened at 5.05pm

**2 ACKNOWLEDGMENT OF COUNTRY**

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

**PRESENT:**

Administrator Mike Colreavy

**IN ATTENDANCE:**

Craig Bennett (General Manager), Adrian Edgcome-Lucas (Interim Acting Director Infrastructure & Planning Services) and Carol Holmes (Senior Executive Officer)

**3 APOLOGIES**

Nil

**4 CONFIRMATION OF MINUTES**

**4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 19 SEPTEMBER 2023**

---

**RESOLUTION 2023/113**

Moved: Administrator Mike Colreavy

**That the Minutes of the Ordinary Council Meeting held on Tuesday, 19 September 2023 be received and noted.**

**CARRIED**

**5 DISCLOSURE OF INTEREST**

There were no Disclosure of Interests submitted to this meeting.

**6 ADMINISTRATOR MINUTE/REPORT**

There was no Administrator Minute/Report included with this meeting.

**7 COMMITTEE REPORTS**

**7.1 EUSTON PROGRESSIVE ADVISORY COMMITTEE MEETING HELD ON MONDAY 25 SEPTEMBER 2023**

**RESOLUTION 2023/114**

Moved: Administrator Mike Colreavy

**THAT:**

- 1. The Minutes of the Euston Progressive Advisory Committee meeting held on Monday, 25 September 2023 be received and noted;**
- 2. Balranald Shire Council investigate alternative options for Euston residents to have more accessibility to a Shire Office/Presence in Euston; and**
- 3. Balranald Shire Council consider replacing the Euston Community Notice Board with signage that indicates what it is.**

**CARRIED**

---

**7.2 STRENGTHENING COMMUNITY ACCESS INCLUSION & WELLBEING ADVISORY COMMITTEE MEETING HELD ON THURSDAY 28 SEPTEMBER 2023****RESOLUTION 2023/115**

Moved: Administrator Mike Colreavy

**THAT:**

1. **The Minutes of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee meeting held on Thursday, 24 August 2023 be received and noted; and**
2. **Balranald Shire Council advocate strongly at both State and Federal level, with both Shire and broader community to find strategic short-term and sustainable long-term solutions to the Early Childhood Education and Care (ECEC) issue evolving in our community.**

**CARRIED**

---

**GENERAL MANAGER'S REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****8 GENERAL MANAGER'S REPORTS****8.1 PERFORMANCE IMPROVEMENT ORDER ACTION PLAN****RESOLUTION 2023/116**

Moved: Administrator Mike Colreavy

**That Council endorses the Performance Improvement Order Action Plan as at Friday, 29 September 2023.**

**CARRIED**

---

**8.2 DISCLOSURE OF INTEREST RETURNS****RESOLUTION 2023/117**

Moved: Administrator Mike Colreavy

**That Council notes that the Administrator and all Designated Persons have lodged their written returns with the General Manager for the year ending 30 June 2023 by the due date of 30 September 2023.**

**CARRIED**

---

**8.3 AGED CARE PRUDENTIAL STANDARDS POLICY****RESOLUTION 2023/118**

Moved: Administrator Mike Colreavy

**That this report be withdrawn from the October Ordinary Council Meeting and reported to the November Ordinary Council Meeting.**

**CARRIED**

---

**8.4 UNION PICNIC DAY****RESOLUTION 2023/119**

Moved: Administrator Mike Colreavy

**That Council:**

- 1. Note that the General Manager has approved for the Union Picnic Day to be held on Monday, 6 November 2023; and**
- 2. Approves of the use of Greenham Park Hall for Union Picnic Day without charge.**

**CARRIED**

---

**8.5 PROPOSED CHRISTMAS AND NEW YEAR CLOSURE****MOTION**

Moved: Administrator Mike Colreavy

**THAT:**

- 1. Council approves of the closure of all of its offices over the Christmas and New Year period, commencing at 12 noon on Friday, 22 December 2023 until Tuesday, 2 January 2024.**
  - 2. The General Manager ensures that adequate staffing is maintained for normal essential services and emergency call outs over the Christmas and New Year period; and**
  - 3. Council advertises the proposed closures over the Christmas and New Year period during November and December 2023.**
-

**8.6 THEATRE ROYAL HALL HIRE FEE WAIVER REQUEST**

**RESOLUTION 2023/120**

Moved: Administrator Mike Colreavy

**That Council:**

- 1. Waives the fees for the hire of the Theatre Royal Hall by Maari Ma Health on Thursday, 19 October 2023.**
- 2. Writes to Maari Ma Health, advising them that Council will waive the Theatre Royal Hall Hire Fee for Thursday, 19 October 2023.**

**CARRIED**

---

**8.7 GREENHAM PARK HALL FEE WAIVER REQUEST**

**RESOLUTION 2023/121**

Moved: Administrator Mike Colreavy

**That Council:**

- 1. Waives the fees for the hire of the Greenham Park Hall for the Balranald Shire Youth Festival being held on Saturday, 2 December 2023.**
- 2. Writes to the Community Projects, Tourism/Economic Development & Grants Coordinator, advising her that Council will waive the Greenham Park Hall Hire Fee.**

**CARRIED**

---

**8.8 GREENHAM PARK HALL FEE WAIVER REQUEST**

**RESOLUTION 2023/122**

Moved: Administrator Mike Colreavy

**That Council:**

- 1. Waives the fees for the hire of Greenham Park Hall by Combined Church Community Carols on Sunday, 10 December 2023.**
- 2. Writes to Dennis Rayson on behalf of Combined Church Community Carols and advises that the hall hire costs have been waived.**

**CARRIED**

---



**8.9 DA 04/2024 - FENCING - VARIATION TO COUNCIL POLICY - 124 BOYNTON STREET  
BALRANALD****RESOLUTION 2023/123**

Moved: Administrator Mike Colreavy

That Council approve a maximum height 1.8m fence to 124 Boynton Street, Balranald as per plans submitted to Council subject to the following conditions:

1. The development authorised by this consent must be carried out in accordance with the conditions of this consent and the listed approved documents:

- (a) Site / Fencing Plan
- (b) Statement of Environmental Effects

Where there is inconsistency between the Statement of Environmental Effects and supporting documentation and the conditions of approval, the conditions of approval prevail to the extent of inconsistency.

2. No alteration to approved plans and specifications is allowed unless separately approved by Council.
3. All building work shall be carried out in accordance with the provisions of the Local Government Act 1993, the National Construction Code 2022, relevant Australian Standards and the Environmental Planning & Assessment Act 1979, regardless of any omission in the documentation submitted for approval.
4. No building materials shall be stored on the road reserve. All deliveries are to be placed immediately behind the property boundary.
5. Suitable hoardings to ensure the protection of the public are to be erected prior to commencement of work and maintained during the timeframe of the works.
6. A sign must be erected in a prominent position on the work site showing:
- (a) The name of the principle contractor and a telephone number on which that person may be contacted outside working hours.
  - (b) That unauthorised entry to the work site is prohibited.

Any such sign must be maintained while the building work is being carried out, but must be removed when the work has been completed.

7. All works associated with the implementation / construction of the proposed activity (not operation of the proposal post construction), involving electric or pneumatic tools, or other noisy operations, shall be restricted to the following hours of operation:
- Monday to Friday: 7am to 6pm
  - Saturdays: 8am to 1pm
  - Sundays and Public Holidays: no work permitted

The following activities may be carried out in association with construction outside of these hours:

- any works that do not cause noise emissions to be audible at any nearby residences not located on the premises;
- the delivery of materials as requested by Police or other authorities for safety reasons; and
- emergency work to avoid the loss of lives, property and/or to prevent environmental harm.

Note: All noise generating activities are subject to the requirements of the Protection of the Environment Operations Act 1997. This condition of consent does not relieve the proponent including developers, contractors or their agents from the requirement under the relevant noise control legislation (POEO Act 1997).

8. No work is to be carried out which would cause nuisance by way of emission of noise, vibration, smell, fumes, smoke vapour, steam, soot, ash, dust, grit, oil, waste-water, waste products or otherwise.
9. Any waste or excavated materials removed from the site is to be taken to an authorised site for disposal. No fill is to be deposited on other land without the prior consent of Council.
10. The applicant is responsible to ensure that the fence is sited on the allotment as specified on the approved site plan.
11. The applicant is required to ensure that any easements registered over the title to the land are complied with.
12. No second-hand materials are to be used unless separately approved by Council and then made available for inspection prior to use.
13. All external metal cladding shall be of suitable colour and finish so as not to cause reflection or glare.
14. Any damage to Council's infrastructure or other services is the full responsibility of the proponent.
15. If any Aboriginal object is discovered and/or harmed in, or under the land, while undertaking the proposed development activities, the proponent must:
  - Not further harm the object
  - Immediately cease all work at the particular location
  - Secure the area so as to avoid further harm to the Aboriginal object
  - Notify Heritage NSW as soon as practical on 131555, providing any details of the Aboriginal object and its location
  - Not recommence any work at the particular location unless authorised in writing by Heritage NSW.

In the event that skeletal remains are unexpectedly encountered during the activity, work must stop immediately, the area secured to prevent unauthorised access and NSW Police and Heritage NSW contacted.

**CARRIED**

---

**PART B – ITEMS FOR INFORMATION**

**9 GENERAL MANAGER’S REPORTS**

**9.1 MONTHLY INVESTMENTS REPORT**

**RESOLUTION 2023/124**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

**9.2 REPORT ON FINANCIAL INFORMATION AS AT 30 SEPTEMBER 2023**

**RESOLUTION 2023/125**

Moved: Administrator Mike Colreavy

**That Council receives and notes the financial information contained in this report for the period ending Saturday, 30 September 2023.**

**CARRIED**

---

**9.3 OUTSTANDING RATES AND USAGE CHARGES AS AT 30 SEPTEMBER 2023**

**RESOLUTION 2023/126**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

**9.4 OUTSTANDING DEBTORS AS AT 30 SEPTEMBER 2023**

**RESOLUTION 2023/127**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

**9.5 GRANT FUNDED PROJECTS STATUS UPDATE**

**RESOLUTION 2023/128**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

**9.6 QUARTERLY TOURISM REPORT**

**RESOLUTION 2023/129**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

**9.7 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT**

**RESOLUTION 2023/130**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

**9.8 ENGINEERING UPDATE FOR SEPTEMBER 2023**

**RESOLUTION 2023/131**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

**9.9 OUTSTANDING ACTIONS AS AT THURSDAY, 12 OCTOBER 2023**

**RESOLUTION 2023/132**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

**9.10 MEETINGS ATTENDED BY THE ADMINISTRATOR, THE GENERAL MANAGER AND THE ACTING INTERIM DIRECTOR OF INFRASTRUCTURE AND PLANNING SERVICES**

**RESOLUTION 2023/133**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

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

**RESOLUTION 2023/134**

Moved: Administrator Mike Colreavy

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

**CARRIED**

---

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

Nil

**11 CONFIDENTIAL MATTERS**

---

**RESOLUTION 2023/135**

Moved: Administrator Mike Colreavy

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

**CARRIED**

**11.1 Writing off of Sundry Debtors**

**The recording of the Meeting was paused at 5.45pm**

**RESOLUTION 2023/136**

Moved: Administrator Mike Colreavy

That Council moves out of Closed Council into Open Council.

**CARRIED**

**The recording of the Meeting resumed at 5.47pm**

**11.1 WRITING OFF OF SUNDRY DEBTORS**

---

**RESOLUTION 2023/137**

Moved: Administrator Mike Colreavy


**That Council adopts the Recommendation of the confidential Report, being:**

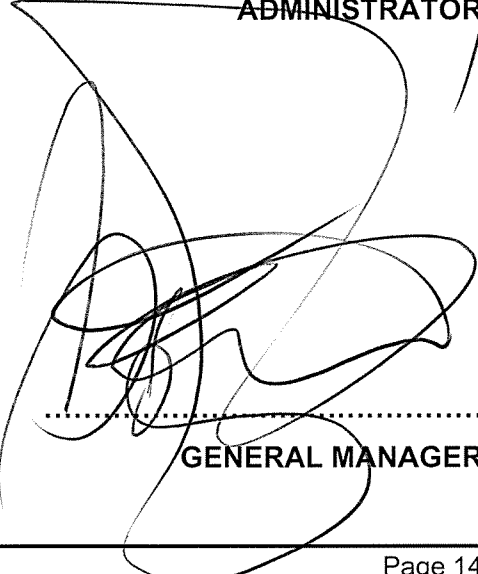
**That Council approves the writing off of \$2,773.23 of Sundry Debtors.**

**CARRIED**

**The Meeting closed at 5.53pm.**

**The minutes of this meeting were confirmed at the Council Meeting held on 21 November 2023.**

  
.....  
**ADMINISTRATOR**

  
.....  
**GENERAL MANAGER**